



April 04, 2014

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

UPCOMING MEETINGS

- Apr 8 at 1:30 pm Council Work Session
- Apr 9 at 8:00 am Council Work Session
- Apr 9 at 5:00 pm CRC Enhancement Committee Meeting
- Apr 10 at 12:00 pm Council Work Session
- Apr 11 at 10:00 am Economic Development Committee Meeting

**Agenda Items for April 15, 2014 Council Meeting**

• **Agenda Item: 2014 NC Clean Water Management Trust Fund Grant**

Attached is a memorandum from Susan Crotts, Grants Manager, regarding the 2014 NC Clean Water Management Trust Fund grant that Water Resources plans to submit an application on April 7, 2014. This will require Council's approval and will be on the April 15, 2014 Council agenda for Council's consideration.

**City Will Reinstate Yard Waste Requirements Beginning April 21, 2014**

Attached is a press release regarding the City's reinstatement of the yard waste requirements beginning Monday, April 21, 2014.

**Cascade Saloon Update**

Attached is a memorandum from Butch Shumate, Facilities Construction Manager, providing an update on the request for proposals for the stabilization of the Cascade Saloon Building at 410 S. Elm Street.

**Safety Around Trains**

Attached is a press release urging residents to stay safe around trains and near railroad tracks.

**Food Drive Collections**

Attached is press release regarding the City's collection of more than 10,000 pounds of canned and non-perishable food during this week's "Restock the Shelves" Food Drive.

**Public Information Request Report**

Attached is the weekly Public Information Request Report for the week of April 04, 2014.

**Contact Center Feedback**

Attached is the weekly report generated by our Contact Center for the week of March 24, 2014 through March 30, 2014.

**Small Group Meetings**

Attached is the Small Group Meeting report for the week of April 04, 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



Financial and Administrative Services  
City of Greensboro

April 4, 2014

TO: Jim Westmoreland, City Manager

FROM: Susan Crotts, Centralized Contracting Division and Grants Manager

**SUBJECT:** Grant Application Authorization Request for  
2014 North Carolina Clean Water Management Trust Fund Grant

In accordance with City policy, match grants require City Council Approval. On April 7, 2014, the Greensboro Water Resources Department plans to submit an application to the North Carolina Clean Water Management Trust Fund for Phase III Construction of the South Buffalo Creek Enhancement Project. Due to the timing of the grant application and the agenda preparation schedule, April 15th is the first opportunity for City Council to review this agenda item.

The South Buffalo Creek Enhancement Project is a stream and wetlands restoration project that will enhance water quality and aquatic habitat in the South Buffalo Creek basin. The goal of the project is to improve water quality by increasing aquatic habitat, decreasing sediment loads and decreasing nutrient loads to South Buffalo Creek.

This multi-phased project has been funded through prior grants from 2008 through a recent award in February of 2014. If this grant application is approved by City Council and awarded by the funder, Phase III will provide for completion of the project. The grant requires a match of \$332,600 (50%) of the total Phase III project value of \$665,200. If the application is approved and awarded, the funding will cover construction costs. The project will be managed by existing Water Resources staff.

This item will be placed on the April 15<sup>th</sup> City Council agenda for Council's consideration. If you have questions in the meantime, please contact David Phlegar, Stormwater Division Manager at 336-373-2707.

SC  
Attachment



**CITY OF GREENSBORO  
FOR IMMEDIATE RELEASE**

Contact: Jake Keys  
Phone: 336-373-2105

***City Will Reinstate Yard Waste Requirements Beginning Monday, April 21***

GREENSBORO, NC (April 4, 2014) – The City of Greensboro will reinstate normal yard waste requirements beginning Monday, April 21. The City temporarily waived yard waste requirements to allow residents to get tree and brush debris generated by the March 6 storm to the curb. Any storm debris already at the curb by April 21 does not need to be prepared to code and will still be collected. Any new yard waste brought to the curb after April 21 will need to meet regular guidelines. Staff estimates that all storm debris throughout Greensboro will be picked up by mid-May.

The City will also reinstate tipping fees at the White Street Landfill, 2503 White St., on April 21 for Greensboro residents who haul storm debris to the compost facility there. Tipping fees were temporarily waived due to the storm. More information on tipping fees is available at [www.greensboro-nc.gov/WhiteStreetLandfill](http://www.greensboro-nc.gov/WhiteStreetLandfill).

In order to meet yard waste requirements, residents should:

- Can It – Place yard waste in a 32-gallon trash can
- Bag It – Put yard waste in heavy duty clear plastic bags
- Bundle It – Tie yard waste in bundles not more than 5 feet long

Filled cans, bags and bundles should weigh 50 pounds or less. For more information on proper preparation of yard waste, visit [www.greensboro-nc.gov/YardWaste](http://www.greensboro-nc.gov/YardWaste).

City staff estimates more than 8,000 tons of debris were generated from the storm. Residents can see where city crews are working and where they have collected storm debris at <http://images.greensboro-nc.gov/stormdebrisremoval/index.html>.

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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).

Engineering & Inspections  
City of Greensboro



April 4, 2014

**TO:** David Parrish, Assistant City Manager  
**FROM:** Butch Shumate, Facilities Construction Manager  
**SUBJECT:** 410 S. Elm Street (Cascade Saloon Bldg)

A Request for Proposals will be advertized this week to solicit cost proposals for the stabilization of the Cascade Saloon Building at 410 S. Elm Street. The intent is to stabilize the building, prevent further damage, and potentially allow for future development.

The submitted proposals will have a base bid for providing a stabilization system for the building and removal of the collapsed building materials on the interior. As alternates to the base bid, the contractors will also provide separate cost estimates for:

- designing and installing a new roof system, and
- the cost to demolish the structure, clear and grade site.

A Pre-Bid meeting will be held on April 16, 2014, at the site. Proposals will be received and evaluated on May 1, 2014. After which Staff will provide an update to Council reflecting these most recent cost estimates.

Please let me know if you require additional information,

BS



**CITY OF GREENSBORO  
FOR IMMEDIATE RELEASE**



*"Partnering to fight crime for a safer Greensboro"*

Contact: Susan Danielsen  
Phone: 336-574-4002

### ***City Stresses Safety Around Trains***

GREENSBORO, NC (April 4, 2014) – The City of Greensboro and Greensboro Police Department are urging residents to stay safe near railroad tracks. Last year, 20 people were killed by trains in North Carolina, making the Tarheel State one of the states with the highest number of rail trespasser fatalities in the U.S. Three Greensboro residents are included among those who lost their lives on the rails.

A rail trespasser is a person who is illegally walking, lying, or standing on train tracks. Although two vehicles were struck by trains in Greensboro last year, none of the collisions were fatal. In mid-March, the City hosted the first of three planned rail safety summit meetings that 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.

"Rail safety is of utmost importance to us and we're working diligently to put measures in place to prevent railway and trespasser accidents," says City Manager Jim Westmoreland, who is organizing the rail safety summits. "Sometimes Greensboro's rail tracks are used for short cuts for residents who are walking. We just want to constantly remind residents that it's never safe to be on or near active railways."

Trains can neither veer nor stop quickly enough to avoid a collision with a person on vehicle on the tracks. The average freight train traveling at 55 mph needs more than a mile (the length of 18 football fields) to stop. Therefore, pedestrians and motorists must take extra precautions near rails.

People should always expect a train to be coming on the rails and at roadway intersections. Not all trains travel on a fixed schedule. Plus, quieter technology makes it less likely to hear an approaching train.

Always assume railroad tracks are active, even if there are weeds or the track looks unused.

Motorists, bicyclists, and pedestrians must be alert around railroad tracks. Avoid anything that would prevent hearing or seeing an oncoming train – such as texting or wearing headphones.

Never try to “beat” a train. It’s difficult to judge the distance and speed of an oncoming train. Any approaching train is closer and moving faster than one may think.

Cross tracks only at designated pedestrian or roadway crossings. Observe and obey all warning signs and signals. Never drive or walk around lowered gates—it’s illegal and deadly. If your vehicle stalls on a crossing, exit the vehicle and move away from the crossing.

Do not walk, run, cycle or operate all terrain vehicles (ATVs) on railroad tracks, bridges, or property or through tunnels. A train can extend three feet or more beyond the rail; always stay at least 20 feet from the tracks.

All train tracks are private property. Trespassing is illegal and extremely dangerous.

If you think a signal is malfunctioning, call 911 or 373-2222.

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**CITY OF GREENSBORO  
FOR IMMEDIATE RELEASE**

Contact: Jake Keys  
Phone: 336-373-2105

***City Collects More Than 10,000 Pounds of Food During Canned Food Drive***

GREENSBORO, NC (April 7, 2014) – On Wednesday, April 2, the City of Greensboro, in partnership with WGHP Fox 8, Dick Broadcasting, the Volunteer Center, and Greensboro Urban Ministry, helped collect 10,912 pounds of food through the “Restock the Shelves” canned food drive.

“Collecting nearly 11,000 pounds of food in one day speaks volumes about the level of care and compassion this community has,” said Greensboro City Manager Jim Westmoreland. “City Council made the commitment to do what it could to help residents in need. It’s safe to call this food drive an overwhelming success.”

The city-wide food drive was an effort to help replace food that was spoiled due to the loss of power during recent winter storms. Residents donated canned food and other nonperishable food items at the City’s fire departments. City of Greensboro employees also participated in the drive.

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# Current Public Records Requests Update April 4, 2014

Date Requested	Requestor	Subject	Status
8/5/2013	Mike Carter	Email Correspondence from 8/1/11 to 8/5/13	Ongoing email search continues. Legal reviewing emails.
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.
1/13/2014	Terra McKee	GPD Crime Analysis Unit Emails from 1/1/12 to 1/13/14	Legal is reviewing email search.
2/4/2014	Terra McKee	City of Greensboro lawsuits	Legal working on request.
2/14/2014	Paul Clark	Civil Rights Museum Records	Staff is reviewing e-mail search.
2/20/2014	Mallory Horne	Email search	Legal is reviewing email search.
3/5/2014	Jason Huber	Complaint Review Committee info	Initial response sent to requestor on 3/11/2014. Staff is compiling additional information for the requestor.
3/5/2014	George Hartzman	Koury Rain Tax Payments	Legal is reviewing the information.
3/6/2014	Eric Robert	City Owned Poles and/or Structures	Response sent to requestor on 3/28/2014. Requestor awaiting results of e-mail search.
3/14/2014	Earl Jones	Vendor contracts	PIRT admin spoke to requestor and will redefine search for 2012.
3/17/2014	George Hartzman	Settlement of claims	The Legal Department is currently reviewing this request.
3/17/2014	George Hartzman	Settlement of claims	The Legal Department is currently reviewing this request.
3/19/2014	Eric Robert	Incentive contract btwn City and Greensboro Parking Group	Response sent to requestor on 4/2/2014.
3/24/2014	Jorge Cornell	Request for all public records RE: Jorge Cornell	Staff compiling information.
3/24/2014	Rob Conrad	Request for info RE: Avaap and Tekterra	Staff reviewing email search.
3/25/2014	George Hartzman	DGI executive meeting minutes	Response sent to requestor on 4/4/2014.
3/26/2014	Jeff Sykes	Settlement agreement RE: Boston's House of Jazz	Legal reviewing email search.
3/28/2014	Edward Dodson	Request for info from March 23, 2014	Staff compiling information.
3/31/2014	Billy Jones	CPE email address	Staff compiling information.



Date Requested	Requestor	Subject	Status
3/31/2014	Ben Holder	Documents for Mel's Pressure Washington	Initial response sent to requestor. Still waiting on additional information to send to requestor.
4/1/2014	Sandra Eller	Policies/Procedures for contracts, grants, financial documents and	Staff compiling information.
4/3/2014	Mujeeb Shah-Khan	Outside Council Fees	Staff compiling information.
4/2/2014	Nick Jacobs	Photocopy of check	Legal reviewing information.
4/3/2014	Jeff Sykes	Blythe contract	Staff compiling information.
4/3/2014	Billy Jones	Sentencing Alternative Center	Staff compiling information.
4/3/2014	Billy Jones	First Tee of the Triad	Staff compiling information.
4/4/2014	Troy Zieman	Active Cell Towers	Staff compiling information.
4/4/2014	George Hartzman	Emails to or from Councilman Mike Barber	IT is running an email search.

Weekly Totals (3/31/14 - 4/4/14):		
	Number of PIRTS Opened	19
	Number of PIRTS Closed	20
	Average Completion Time	4.85 days
Totals Since January 1, 2014:		
	Number of PIRTS Opened	217
	Number of PIRTS Closed	241
	Average Completion Time	17.12 days

## Closed Public Information Requests For the Week of April 4, 2014

Tracking Number	Date Requested	Date Closed	Business Days Open	Requestor	Subject
3313	3/5/2014	4/1/2014	27 days	Kelly Poe	Trader Joe's Emails
3335	3/13/2014	4/4/2014	22 days	Roch Smith	Email Search from October 15, 2013 to November 6, 2013
3354	3/18/2014	4/1/2014	14 days	Billy Jones	Follow-up RE: Councilman Mathey's emailed redacted closed session notes
3358	3/19/2014	4/2/2014	14 days	Bill Benjamin	Chantille Place Townhomes
3366	3/24/2014	4/2/2014	9 days	Joe Bronstein	Arbor Ct Townhomes and 432 Bringham Street
3374	3/26/2014	4/4/2014	9 days	Jeff Sykes	Omega Treatment
3377	3/26/2014	4/1/2014	6 days	Mark Montgomery	Request for info RE: College Square Apartments
3378	3/26/2014	3/31/2014	5 days	Mark Montgomery	Fire code violations
3380	3/27/2014	4/1/2014	5 days	Jeff Friedman	3311 Kettering Place
3381	3/28/2014	4/3/2014	6 days	Amanda Lehmert	ED fund for FY 13-14
3382	3/28/2014	4/3/2014	6 days	Sal Leone	Expansion of medicaid information
3383	3/28/2014	4/2/2014	5 days	Mitchell Bryant	NCBEEC Case file # 2014-16 Randy Kemble
3385	3/31/2014	3/31/2014	0 days	Maida Renson	311 Country Club Drive
3386	3/31/2014	4/3/2014	3 days	Billy Jones	Info on electric car charging station
3387	3/31/2014	3/31/2014	0 days	Ben Holder	Documents RE: Greensboro Inn
3390	4/1/2014	4/4/2014	3 days	Todd Gentry	Info RE: ATM unit at Galyon Transportation Center
3394	4/2/2014	4/4/2014	2 days	Ben Holder	Email search for Joe Williams
3399	4/3/2014	4/4/2014	1 day	Billy Jones	Disclosure forms
3400	4/3/2014	4/4/2014	1 day	George Hartzman	Disclosure forms
3405	4/4/2014	4/4/2014	0 days	Edward McKeever	Bonding info for Fabco Construction

## **Contact Center Weekly Report Week of 03/24 – 03/30/14**

### **Contact Center**

4463 calls answered this week

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

#### **Water Resources**

Balance Inquiry – 737  
New Sign up – 160  
IVR/Pay by Phone – 158  
Cutoff Requests – 104  
Bill Extensions – 104

#### **Field Operations**

Storm Debris Pickup- 198  
Bulk Guidelines – 80  
Mattress Collection – 61  
No Service/Garbage – 59  
HHW/Landfill – 47

#### **All others**

Police/Watch Operations – 309  
Computer Help Desk – 81  
Privilege License – 47  
Courts -- 42  
HR/Employment – 32

### **Comments**

We received a total of 9 comments this week:

#### **Executive – 1 comment:**

- Customer wanted to let us know that we always do an awesome job (we don't leave anyone waiting for a long time) and he appreciates us. Thank you.

#### **Field Operations – 8 comments:**

- Caller would like to thank the supervisor for sending a crew to pick up the trash in their cul-de-sac after the storm. They did a great job. He wanted the supervisor to know it was greatly appreciated.
- Caller thinks the City of Greensboro is excellent. Customer wanted to thank the Street Cleaning crew and the Solid Waste crew for helping to pull things out of their yard. They are so happy with the Solid Waste Crew they go outside to wave to them each day. They would like to give kudos to the city for doing such a great job. Caller states everyone is a true asset to the city and they will truly miss living in Greensboro.
- Caller said the truck did a wonderful job at Northern Shores Town Homes.
- Caller thanks the city for so quickly fixing potholes she reported earlier.
- Young lady at Landfill very cordial.
- Caller wanted to commend worker who saw that her car and house keys were on top of recycle bin. He noticed them and brought them to the door for her.
- Thanks to the City for all their efforts to get the debris cleaned up.
- Caller is disgusted by neighbors taking advantage of City picking up storm debris to do their landscaping at the City's and taxpayer's expense. Wishes the City would tell people not to do this.

### **Overall**

Calls about storm debris collection continued to impact our call volume. Otherwise, we received the normal mix of calls. Call volume was steady through the end of the week.



## SMALL GROUP MEETINGS 2014

<b>Small Group Meeting Dates &amp; Times</b>	<b>Councilmember Attending</b>	<b>Person Contacted / Department</b>	<b>Subject</b>	<b>Council Notification Date</b>
March 31, 2014	Mayor Nancy Vaughan Councilmember Zack Matheny Councilmember Tony Wilkins	City Manager Jim Westmoreland	Civil Rights Museum	April 4, 2014



City of Greensboro  
Grant Applications Submitted

<b>Grantor</b>	<b>Grants Projects / Description of Purpose</b>	<b>Amount Requested</b>	<b>Department Requesting Funding</b>	<b>Council Notification Date</b>	<b>Status</b>
National Institute of Justice	The Paul Coverdell Forensic Science Improvement Grant will provide funds to train and hire a Firearm and Tool Mark Examiner. This will allow the Police Department to double its firearm forensics capabilities to process, examine and report firearm evidence.	\$93,920.00	Police Department	April 4, 2014	Approved by Department on March 28, 2014