Office of the City Manager
City of Greensboro

December 10, 2009

IFYI HIGHLIGHTS
- Contact Center Feedback
- First Baptist Church Homeless Shelter
- Violent Crime Task Force "Call-in" Dates
- P&R Bond Project Update
- Hotel/Motel Tax Fund
- Update: Land Development Ordinance

TO: Mayor and Members of Council

FROM: Rashad M. Young, City Manager

SUBJECT: Items for Your Information

Contact Center Feedback
Attached is the weekly report generated by our Contact Center for the week of 11/30/09 – 12/06/09

Concerns about First Baptist Church Homeless Shelter
Attached is a memo from Rawls Howard, Planning Manager, addressing the recent concerns about an apparent homeless shelter on the southeast corner of Adams and West Friendly Avenue. The property is a single family home (zoned RS-7, single family residential) and is owned by the First Baptist Church. The complaint originated around whether the church needed some form of Special Use Permit or other regulatory mechanism to operate such a facility at this house.

Police Department 2010 Violent Crime Task Force "Call-in" Event Dates
At the Dec. 8th Police Briefing for Council Members, the Violent Crime Task Force's "Call-in" events were discussed. Here are the dates for those events:

- March 18, 2010
- July 22, 2010
- October 14, 2010

All notifications are held from 5:30pm-7:30pm at the Public Safety Training Facility located at 1510 North Church St, Greensboro. Questions about the "Call-ins" may be directed to Stacey R. Clutter, Program Technician, VCTF @ 373-2018.

Park and Recreation Bond Project Update
The attached memo details the status of improvement projects funded by the 2000, 2006 and 2008 P&R Bonds.

Hotel/Motel Tax Fund
At the December 7, 2009 briefing on the aquatic center financing, Councilwoman Vaughan requested a spreadsheet on the Hotel/Motel Tax Fund that included the proposed COP debt issue for the aquatic center and available funding. Attached is the spreadsheet and a summary of the information included in the spreadsheet.

Update: Land Development Ordinance (LDO)

LDO materials previously shared with the City Council, copies of the draft LDO document and the PowerPoint presented at the September Council Briefing, will be delivered to incoming Council Members at your December 15th Council Meeting. The PowerPoint presentation outlines the main issues on the project goals, process, format changes, procedure and changes in standards. If any Council Member wishes to arrange an individual session to review the Draft LDO document, please contact Dick Hails, Planning Director @ 373-2922.

At Council's direction, supplemental public notification strategies have been incorporated in preparation for the LDO Public Hearing. These strategies include:

- Two half page newspaper ads at a projected cost of $10-12,000
- First class letters to all city property owners at a projected cost of $51,934

  Contracted mailing services: $47,327
  Signs for posting on streets: $1,000
  Envelopes for printing in print shop: $3,607

Schedule of Events Associated with notifying the public of the upcoming LDO Public Hearing:

- **Friday, Dec. 18th** - Deadline for notification materials to contracted mailing company.

- **Monday, January 4th- Thursday, January 7th**
  1. Planning staff meets with the contracted mailing company to do additional quality control work before the mailing goes out.
  2. Prepare city staff to respond to questions from residents.

- **Friday, January 8th** – Date of official mail out from the contracted mailing company to approx. 112,000 city residences and abutting owners (25 days before the hearing).

- **Monday, January 11th** – City staff posts 250 signs advertising the public hearing around the City (22 days before the hearing).

- **Tuesday, Feb. 2nd** - Conduct City Council public hearing.

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Public Affairs Department Contact Center Weekly Report
Week of 11/30/09 – 12/06/09

Contact Center
5664 calls answered this week

Top 5 calls by area

Water Resources	Field Operations	All others
Balance Inquiry – 1328	Loose Leaf Collection – 207	Police/Watch Operations – 293
New Sign up – 204	Bulk Guidelines – 80	Warrants – 190
General Info. – 151	No Service/Garbage – 61	Courts/Sheriff – 140
Request to Cutoff – 151	Repair Garbage Can – 51	Landfill/Transfer/HHW – 98
Bill Extension – 124	Appliance Pick-up – 45	Online Payments - 54

Comments
We received a total of 4 comments this week:

- 4 comments for **Field Operations**

  Customer called to express her appreciation to the Solid Waste crews for always being so kind and helpful to her.

  Customer called to say thank you for a job well done on leaf removal. The customer's street was missed and it has now been taken care of.

  Customer called to say that whoever we sent to clean up litter in the street is doing a great job. Customer watched an employee cleaning up litter on Cone Blvd. and felt they should be commended.

  Customer would like for the City to go back to every week recycle pick up now that all plastic bottles and jugs must go in the recycle can.

Overall

Calls about loose leaf collection increased again this week as customers wanted to know when leaves will be picked up on their streets. Calls about starting water service and cutting off water also increased.

Call volume was busy for us last week. The Contact Center answered over one thousand calls every day last week.

Planning Department
City of Greensboro

GREENSBORO

December 10, 2009

TO: Rashad M. Young, City Manager

FROM: Rawls Howard, Planning Manager

SUBJECT: Baptist Church Homeless Shelter

There were complaints regarding an apparent homeless shelter that was opening up on the southeast corner of Adams and West Friendly. This property is currently a single family home (zoned RS-7, single family residential) and is owned by the First Baptist Church. The complaint originated around whether the church needed some form of Special Use Permit or other regulatory mechanism to operate such a facility at this house.

After going through the ordinance with other staff, I have come to the conclusion that they do not need such permit and treat it as an accessory use to the principle church use. I based this decision on the following criteria:

1. This house is contiguous to the rest of their "campus". Even though it is on a separate lot, our ordinance allows for multiple lots under the same, common ownership to be treated as the same zoned lot. So, under this context, this house is actually on their church property as part of their operation. The whole property and this house are all under the same zoning district as well.
2. According to our ordinance, such facilities can operate accessory uses in accessory buildings as long as the use does not go over 25% of the principle use (as measured in a variety of ways). This house is clearly less than this 25% no matter which way you measured it given the size of their principle church building. We have churches all over the City that operate different types of accessory uses such as cafeterias (United House of Prayer), gyms, day cares, counseling classes, etc. I do not view this as any different.

I met with the church leadership a few days ago and informed them of another small detail that they will have to address which would necessitate a rezoning hearing and thus a community dialogue. In section 30-4-8.5(B) of our ordinance regarding accessory uses in accessory buildings, it states that *"Bathroom Facilities*: except for a pool house, no accessory building or structure in a residential, single-family district shall contain full bathroom facilities. Full bathroom facilities shall mean provision of a sink, toilet, and tub or shower." This provision obviously precludes them from operating the homeless shelter. So the issues are not in the use, but the fact that they are residentially zoned and have such bathroom facilities.

I relayed this to the church staff and that they should seek a rezoning of the property to a non-residential district which would relieve this requirement. I also informed them that, typically, churches of their large magnitude are a rarity in single family zones throughout the City and that a rezoning would not only fix this situation for the short term, but could also aid them for their long-term plans for growth in the future. Most churches found in single family zones are smaller and more serving of the immediate neighborhood. We are also addressing this issue in our new LDO.

I have informed the church leadership of the violation of the bathroom facilities provision and that they would be receiving a Notice of Violation. They understood the City's position. I told them that if they submitted a rezoning application, we would hold enforcement into abeyance until the issue is resolved at Zoning Commission and/or City Council. They did not have a problem with that and seemed quite agreeable. This would also open up dialogue with the neighbors and get all parties talking.

I am awaiting their rezoning application and will be holding enforcement in abeyance until I hear from them. If you have any questions, please do not hesitate to call me at 373-2748.

Parks and Recreation
City of Greensboro

GREENSBORO

December 10, 2009

TO: Rashad Young, City Manager

FROM: Anthony Wade, Interim Parks and Recreation Director

SUBJECT: Parks and Recreation Bond Project Update

The following is a summary of the Parks and Recreation Department improvement projects currently underway:

2008 Bonds -- $20,000,000
Pool Improvements $649,425 – Facility assessments are currently underway at the outdoor pools and Grimsley. The assessments at Grimsley are more extensive due to the nature of the problems, including cracks in the wall. Assessments are expected to be completed in January. Staff anticipates the work being completed in the spring of 2010 for the outdoor pool repairs and the summer of 2010 for the Grimsley project.

Smith Senior Center Repairs $200,000 – Improvements are underway at the Smith Senior Center on Fairview Street. The improvements will include ADA access, parking lot surfacing and a walking/exercise trail.

Gateway Gardens Phase II $1,000,000 – Design is underway for the next phase of the Gardens located on the corner of East Lee and Florida Streets.

Artificial Turf Installation at Hester Park $2,640,000 – An RFP is being developed for the project and should be issued in the very near future. The project should be completed in the summer of 2010.

Restroom at Gillespie Golf Course $200,000 – Site assessment is currently underway.

Neighborhood Park Renovation $310,575 – Discussions are underway with neighborhoods at Heath, Sussman, and Steelman Parks regarding planned improvements.

Barber Park Phase II $3,000,000 – The design contract is currently under review and includes park amenities, a community building as well as a maintenance building.

2006 Bonds -- $5,000,000
Land Acquisition $2,872,000 – Council approved the purchase of nearly 20 acres on Hilltop Road to expand existing park land that is the site of the Southwest Recreation Center. The purchase price was $2,000,000.

Skate Park $575,000 – A site has been selected at the Jaycee Park/Lewis Recreation Center/Country Park Complex. Parks and Recreation is working with the skate community and the Engineering Department in the selection of a designer.

Southwest Recreation Center $375,000 – Funds are designated for amenities and improvements in the park area. This project has been on hold pending the purchase of the additional Hilltop Road property. Staff is planning to meet with the neighborhoods in the near future to discuss the impact of the recently purchased property.

Trail System Expansion $1,178,000 – Work on trail expansions will begin next year.

2000 Bonds -- $34,200,000
Keeley Park $2,653,963 – Bids have been received and should be presented to Council on January 5th for construction contract award.

Southwest Recreation Center $3,946,037 – Funds are designated for the recreation building. This project has been on hold pending the purchase of the additional Hilltop Road property. Staff is planning to meet with the neighborhoods in the near future to discuss the impact of the recently purchased property.

Ole Asheboro Neighborhood Park $115,275 – Conceptual designs have been shared with the community. Another public meeting will take place within the next 45 days to receive input on latest revisions.

Brightwood Park $93,560 – Work on this project will begin next year.

The balance of $27,391,165 million provided by this bond was utilized for over 10 Park and Recreation projects which have been completed with the exception of Ole Asheboro Neighborhood Park which needed additional funds (provided from the 2006 Bonds above); Keeley Park and Southwest Recreation Park which are on-going as detailed above.

CITY OF GREENSBORO
HOTEL/MOTEL TAX FUND
10-Dec-09

Summary of information in attached Hotel/Motel Tax Fund spreadsheet.

1) The attached provides information on existing and proposed COP's for Coliseum Complex improvements. The information is included in two separate spreadsheets (select tabs FY92-FY17 and FY18-FY31).
2) Revenue growth is projected at an annual average rate of 2.0%. See note 5 regarding the change in revenue allocation between the City and CVB effective FY 12-13, per enabling legislation.
3) A new column has been added to show the future proposed use of estimated City Capital funds available to fund the debt service on proposed 2010 COP's (see note 6), based on the existing City Capital balance of $110,553 and future additions to this fund projected at an annual average rate of 2.0%.
4) In FY 11-12, it is projected that an additional loan from the Debt Service Fund of $140,000 will be needed to fund the first interest payment on the proposed debt. No additional funding is projected since the existing debt service declines by approx. $1.9 million from FY 11-12 to FY 12-13 and the final debt service payment on existing debt is in FY 15-16.
5) A second new column has been added to show the estimated debt service on $6,855,000 in new debt. The debt payments are based on an estimated 20-year term and average interest rate of 3.84%, using current market rates.
6) In FY 12-13, the hotel/motel revenue will be sufficient to repay the debt service fund and general fund for amounts used to pay for debt service and marketing expenses in FY 02-03, FY 08-09 and FY 11-12, totaling $578,000.
7) Once the existing Coliseum debt of $11,275,000 is paid off in FY 15-16, hotel/motel tax revenues of in excess of $3,000,000 annually will be available to fund tourism-related facilities in the City. Future available fund balance is shown in the last column on the right.

CITY OF GREENSBORO
HOTEL/MOTEL TAX FUND
10-Dec-09

FISCAL YEAR	REV. % INC. (5)	ROOM OCCUPANCY TAX	INTEREST & OTHER REVENUE	CVB - CITY CAPITAL ACCT. (1) (3)	CVB - CITY CAPITAL ACCT. (6)	CITY INTERFUND LOAN (2) (4)	TOTAL REVENUE	EXISTING DEBT SERVICE/FEES	EST. DEBT SERVICE - 2010 COP's	CAPITAL OUTLAY (1) & LOAN PMT (2)(4)	MARKETING EXPENSE (2)	NET REVENUE (EXPENSE)	FUND BALANCE	FUND BALANCE RESTRICTED	FUND BALANCE AVAILABLE
FY 91-92	-	$ 1,121,250	$ 47,042	$ -	$ -	$ -	$1,168,292	$ (55,511)	$ -	$ -	$ -	$1,112,781	$1,112,781	$ 94,359	$1,018,422
FY 92-93	10.2%	1,236,129	755,884	279,330	-	-	2,271,343	(153,333)	-	(759,312)	-	1,358,698	2,471,479	309,410	2,162,069
FY 93-94	11.2%	1,374,105	104,874	117,322	-	-	1,596,301	(902,522)	-	(257,835)	-	435,944	2,907,423	190,760	2,716,663
FY 94-95	11.0%	1,525,045	117,952	117,322	-	-	1,760,319	(1,555,467)	-	(75,091)	-	129,761	3,037,184	123,884	2,913,300
FY 95-96	12.3%	1,712,154	51,190	117,322	-	-	1,880,666	(2,330,119)	-	(2,500)	-	(451,953)	2,585,231	135,186	2,450,045
FY 96-97	15.2%	1,972,001	162,166	117,322	-	-	2,251,489	(2,778,944)	-	-	-	(527,455)	2,057,776	160,938	1,896,838
FY 97-98	8.1%	2,132,096	147,863	117,322	-	-	2,397,281	(2,954,631)	-	-	-	(557,350)	1,500,426	176,612	1,323,814
FY 98-99	13.7%	2,423,205	60,771	117,322	-	-	2,601,298	(2,983,383)	-	-	-	(382,085)	1,118,341	197,466	920,875
FY 99-00	6.9%	2,590,553	318,602	87,991	-	-	2,997,146	(3,060,914)	-	-	-	(63,768)	1,054,573	198,707	855,866
FY 00-01	4.3%	2,700,853	50,310	-	-	-	2,751,163	(3,145,227)	-	-	-	(394,064)	660,509	212,260	448,249
FY 01-02	-7.7%	2,493,777	18,782	-	-	-	2,512,559	(2,680,304)	-	-	(10,000)	(177,745)	482,764	189,659	293,105
FY 02-03	5.2%	2,623,791	13,014	250,000	-	-	2,886,805	(2,725,921)	-	-	-	160,884	643,648	214,181	429,467
FY 03-04	-2.0%	2,572,271	2,314	250,000	-	-	2,824,585	(2,685,484)	-	-	(169,000)	(29,899)	613,749	189,819	423,930
FY 04-05	6.3%	2,734,573	14,232	-	-	-	2,748,805	(2,997,220)	-	-	(19,000)	(267,415)	346,334	207,414	138,920
FY 05-06	6.8%	2,920,464	-	900,000	-	-	3,820,464	(3,363,680)	-	-	(200,000)	256,784	603,118	264,710	338,408
FY 06-07	-1.5%	2,878,116	339	700,000	-	-	3,578,455	(3,568,667)	-	-	(200,000)	(190,212)	412,906	252,977	159,929
FY 07-08	6.1%	3,053,141	-	600,000	-	-	3,653,141	(3,488,091)	-	-	(200,000)	(34,950)	377,956	243,081	134,875
FY 08-09	-9.6%	2,760,548	-	500,000	-	250,000	3,510,548	(3,279,271)	-	-	(200,000)	31,277	409,233	204,337	204,896
		2% Est. Growth													
FY 09-10	2.0%	2,815,760	-	450,000	-	-	3,265,760	(2,937,643)	-	-	(200,000)	128,117	537,350	208,424	328,926
FY 10-11	2.0%	2,872,080	-	450,000	-	-	3,322,080	(3,195,721)	-	-	(200,000)	(73,641)	463,709	212,592	251,117
FY 11-12	2.0%	2,929,520	-	450,000	-	140,000	3,519,520	(3,406,295)	(159,263)	-	(200,000)	(246,038)	217,671	216,844	827
FY 12-13	-4.4%	2,801,350	-	-	440,000	-	3,241,350	(1,536,014)	(554,325)	(578,000)	(200,000)	373,011	590,682	207,357	383,325
FY 13-14	2.0%	2,857,380	34,000	-	450,000	-	3,341,380	(1,606,574)	(550,838)	-	(200,000)	983,968	1,574,650	211,504	1,363,146
FY 14-15	2.0%	2,914,530	63,000	-	460,000	-	3,437,530	(1,589,145)	(551,450)	-	(200,000)	1,096,935	2,671,585	215,734	2,455,851
FY 15-16	2.0%	2,972,820	96,000	-	480,000	-	3,548,820	(1,570,728)	(551,050)	-	(200,000)	1,227,042	3,898,627	220,049	3,678,578
FY 16-17	2.0%	3,032,280	183,900	-	490,000	-	3,706,180	(30,323)	(550,250)	-	(200,000)	2,925,607	6,824,234	224,450	6,599,784

Note 1: Capital outlay includes SEC riser seating and indoor track acquired by lease-purchase agreement funded from City Capital account.
Note 2: Beginning FY 01-02, up to $200,000 annually is available to Greensboro Coliseum for use as rent subsidy for multiple day events.
In FY 02-03 City General Fund advanced $188,000 to Coliseum for marketing expenses, to be reimbursed when funds are available.
Note 3: Beginning FY 02-03, City Capital funds are paying a portion of debt service due to decline in revenue FY 01-02 to date.
Arena Expansion Debt is retired in FY 11-12 and debt for additional Arena improvements is retired in FY 15-16.
Note 4: In FY 08-09 City Debt Service Fund loaned $250,000 to Hotel/Motel Tax Fund to pay a portion of debt service due to decline in revenue FY 01-02 to date.
Note 5: Beginning FY 12-13, City share of Hotel/Motel Tax Revenue declines from 80% to 75% and CVB share increases from 20% to 25%.
Note 6: Beginning FY 12-13, City Capital funds are available to pay debt service on 2010 COP's with final maturity in FY 30-31.

CITY OF GREENSBORO
HOTEL/MOTEL TAX FUND
10-Dec-09

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FY 17-18	2.0%	$ 3,092,930	$ 330,000	$ -	$ 500,000	$ -	$ 3,922,930	$ (30,929)	$ (553,950)	$ -	$ (200,000)	$ 3,138,051	$ 9,962,285	$ 228,939	$ 9,733,346
FY 18-19	2.0%	3,154,790	486,700	-	520,000	-	4,161,490	(31,548)	(552,150)	-	(200,000)	3,377,792	13,340,077	233,518	13,106,559
FY 19-20	2.0%	3,217,890	655,300	-	530,000	-	4,403,190	(32,179)	(549,950)	-	(200,000)	3,621,061	16,961,138	238,188	16,722,950
FY 20-21	2.0%	3,282,250	836,100	-	550,000	-	4,668,350	(32,823)	(550,625)	-	(200,000)	3,884,903	20,846,041	242,952	20,603,089
FY 21-22	2.0%	3,347,900	1,030,200	-	550,000	-	4,928,100	(33,479)	(553,875)	-	(200,000)	4,140,746	24,986,787	247,811	24,738,976
FY 22-23	2.0%	3,414,860	1,236,900	-	570,000	-	5,221,760	(34,149)	(551,250)	-	(200,000)	4,436,361	29,423,148	252,767	29,170,381
FY 23-24	2.0%	3,483,160	1,458,500	-	600,000	-	5,541,660	(34,832)	(552,750)	-	(200,000)	4,754,078	34,177,227	257,822	33,919,404
FY 24-25	2.0%	3,552,820	1,696,000	-	600,000	-	5,848,820	(35,528)	(553,250)	-	(200,000)	5,060,042	39,237,268	262,979	38,974,289
FY 25-26	2.0%	3,623,880	1,948,700	-	620,000	-	6,192,580	(36,239)	(552,750)	-	(200,000)	5,403,591	44,640,860	268,239	44,372,621
FY 26-27	2.0%	3,696,360	2,218,600	-	630,000	-	6,544,960	(36,964)	(551,250)	-	(200,000)	5,756,746	50,397,606	273,603	50,124,003
FY 27-28	2.0%	3,770,290	2,506,200	-	650,000	-	6,926,490	(37,703)	(553,625)	-	(200,000)	6,135,162	56,532,768	279,075	56,253,693
FY 28-29	2.0%	3,845,700	2,812,700	-	670,000	-	7,328,400	(38,457)	(554,750)	-	(200,000)	6,535,193	63,067,961	284,657	62,783,304
FY 29-30	2.0%	3,922,610	3,139,200	-	690,000	-	7,751,810	(39,226)	(549,750)	-	(200,000)	6,962,834	70,030,795	290,350	69,740,445
FY 30-31	2.0%	4,001,060	3,487,000	-	650,600	-	8,138,660	(40,011)	(553,500)	-	(200,000)	7,345,149	77,375,944	296,157	77,079,787