REDEVELOPMENT





To: Redevelopment Commission Members

From: Ken A. Graves, Assistant City Manager

Date: May 1, 2019

SUBJECT: Redevelopment Commission Meeting

The Redevelopment Commission is scheduled to meet for a regular business meeting on Tuesday, May 7, 2019 in Greenville City Hall, City Council Chambers on third floor.

The main business item that will be addressed at the meeting is:

"The City of Greenville recommends that the Redevelopment Commission convey to the City two RDC-owned parcels that are located on Evans Street. The City is assembling parcels to create new economic development opportunities. See attached map of the parcel."

Also, the two winners of the Small Business Plan Competition will be available to make a short presentation and answer questions from the commission.

Staff will give updates on the Uptown Theatre project, and A Time for Science.

We look forward to seeing you at the meeting. If you have any questions or need additional information, please call me at (252) 329-4502.

Redevelopment Commission Meeting

Tuesday, May 7, 2019, 5:30 PM

City Council Chambers – 200 West 5th Street

AGENDA

	**/	
	NA/ (A)	IAAMA
1.	***	lcome

- II. Roll Call
- III. Approval of meeting minutes from February 5, 2019 and March 7, 2019.
- IV. Conveyance of two RDC-owned Properties to the City of Greenville
- V. Small Business Plan Competition Winners' Presentations
 - a. M'Pourium, LLC
 - b. Molly's Community Cafe
- VI. A Time for Science Update
- VII. Uptown Theatre Update
- VIII. Commission Members Comment Period
 - IX. Public Comment Period
 - X. Adjournment

DRAFT OF MINUTES PROPOSED FOR ADOPTION

Redevelopment Commission Meeting Minutes Tuesday, February 5, 2019 Greenville, North Carolina

<u>Presen</u>	<u>ıt:</u>			
	y Wagner	Robert Howa	rd	✓ Martin Tanski
✓ Mic	chele Connors	☐ Sharif Hatour	m	
🗹 Patı	ricia Dunn	Alan Brock		
<u>Absen</u>				
	y Wagner	Robert Howa		☐ MartinTanski
	chele Connors	Sharif Hatour	m	
Patı	ricia Dunn	Alan Brock		
Staff:				
	l Bell (City Council Liaison	1)	✓ Jared Stalling	r
	nneth Graves	-)	☑ Betty Mosele	•
□ Dor	nald Phillips			J
	-			
I.	Welcome			
II.	Elect Chair			
	Ms. Connors nominated M. Commission.	ls. Judy Wagner a	as Temporary Cha	ir for the Redevelopment
	No other nominations were	e received.		
	Motion was made by Ms. Wagner as Temporary Chaunanimously.		•	•
	Ms. Connors nominated M	Is. Judy Wagner a	s Chair for the Re	edevelopment Commission.
	No other nominations were	e received.		
	Motion was made by Mr. l Wagner as Chair of the Re		-	

III.

Roll Call

IV. Approval of Meeting Minutes from December 5, 2018

Motion was made by Mr. Brock and seconded by Mr. Howard to approve the meeting minutes from December 5, 2018 as presented. Motion carried unanimously.

V. Introduction: Martin Tanski

Mr. Stalling welcomed Mr. Martin Tanski as the newest member of the Redevelopment Commission.

Mr. Tanski gave a brief bio.

VI. State Theatre Update

Mr. Stalling stated that in December 2018, the commission had toured the State Theatre to assess construction progress due to concerns regarding delays. CommunitySmith, LLC had been significantly fined for non-adherence to the contract. To date, CommunitySmith has paid \$17,100 in liquidated fines. A bill for an additional \$300 will be issued later this month.

They have received a temporary certificate of occupancy, which allows them to operate at limited capacity until the full certificate of occupancy has been received. The full certificate should be received within three weeks.

A recent event held there was well attended, even though they were at limited capacity.

Ms. Wagner asked how many people could attend according to the limited capacity?

Mr. Stalling replied that he did not know the number of people allowed. The temporary certificate was issued as an incentive to encourage completion of the project.

Mr. Thomas asked when the façade would be finished.

Mr. Stalling replied within two weeks.

Mr. Thomas asked if they were still being fined since receiving the temporary certificate of occupancy?

Mr. Stalling replied that they are no longer paying fines. The last date to assess fines was January 17th.

Mr. Thomas asked what happens if they are not approved for full certification?

Mr. Stalling replied that at this point it would cost them money in ticket sales. The City will revisit what steps are necessary if they are not approved.

Ms. Connor asked if staff had any façade pictures?

Mr. Stalling replied that staff had conceptual drawing, but not any pictures of the actual façade.

VII. Small Business Plan Competition Update

Mr. Stalling reported that the first round of the small business plan competition had closed on January 22nd. The City received seven applications. The sub-committee is currently reviewing the applications and conducting interviews.

VIII. Public Comment

No comments were received.

IX. Commission Comments

Ms. Connors asked what were the reasons for changing the alcohol permitting or closing time?

Mr. Thomas replied that the permitting only allowed them to serve alcohol until 1:00 PM.

Ms. Connors asked if there would be a closing meeting with CommunitySmith once the theatre is complete.

Mr. Stalling replied that the City would meet with them once the contract had been fulfilled.

Ms. Connors asked how much longer would the City have oversight for the theatre project.

Mr. Stalling replied that once the contract has been fulfilled then the City's oversight will be complete. The City's intent was to get a community theatre there and to get the property back on tax roll.

Mr. Thomas stated that the presentations for the small business plan competition were going well.

Ms. Siguaw asked if the Redevelopment Commission was going to hear the presentations for the small business plan competitions.

Mr. Stalling replied that the sub-committee would make a presentation at the next meeting and the RDC would make a final recommendation.

Ms. Siguaw asked if the commission needed to vote for a Co-Chair.

Mr. Stalling replied that Mr. Sharif Hatoum was currently the Co-Chair.

X. Adjournment

Motion was made by Mr. Thomas and seconded by Ms. Connor to adjourn the Redevelopment Commission at 5:50 PM. Motion carried unanimously.

Respectfully submitted,

Signature on file

Jared Stalling, Economic Development Project Coordinator

DRAFT OF MINUTES PROPOSED FOR ADOPTION

Redevelopment Commission – Special Meeting Meeting Minutes Thursday, March 7, 2019 Greenville, North Carolina

<u>Presei</u>	<u>11:</u>			
Jud	y Wagner	☐ Kevin Howar	d	✓ Martin Tanski
	chele Connors	☑ Sharif Hatour	n	
☑ AJ	Jacobs	Alan Brock		
Absen		□	1	□ v · · · · · · · · ·
	y Wagner	✓ Kevin Howar		☐ Martin Tanski
	chele Connors	☐ Sharif Hatour	n	
□ AJ	Jacobs	Alan Brock		
Staff:				
□ Wil	l Bell (City Council Liaisor	n)	☑ Jared Stalling	
✓ Ker	nneth Graves		☑ Betty Moseley	У
Doı	nald Phillips			
I.	Welcome			
	Mr. Brock nominated Ms. Commission.6702	Michelle Connors	s as Temporary Cl	nair of the Redevelopment
	No other nominations were	e received.		
	Motion was made by Mr. I Connors as the Temporary unanimously.		•	
II.	Roll Call			
III.	New Member Introduction	on		
	Mr. Stalling introduced Mr. Commission.	r. AJ Jacobs as the	e newest member	of the Redevelopment
	Mr. Jacobs gave a brief bio).		

Small Business Plan Competition Results

IV.

Mr. Stalling stated that the sub-committee had completed their interviews with the seven applicants for the small business plan competition. The sub-committee has selected two applicants for consideration: Molly's Community Café and M'Pourium. Each winner will receive a \$10,000 grant.

Motion was made by Mr. Brock and seconded by Mr. Jacobs to award a \$10,000 small business plan competition grant to both Molly's Community Café and M'Pourium. Motion carried unanimously.

V. Public Comment

The representative for E-Z Parking & Valet asked if the businesses not awarded a grant could meet with staff and get feedback.

Mr. Stalling replied that the meeting minutes would be transcribed so everyone could get a copy. Staff will be willing to meet with the applicants to make suggestions for the second round.

VI. Commission Comments

No comments were received.

VII. Adjournment

Motion was made by Mr. Brock and seconded by Mr. Tanski to adjourn the Redevelopment meeting at 5:45 PM. Motion carried unanimously.

Respectfully submitted,

<u>Signature on file</u>

Jared Stalling,

Economic Development Project Coordinator



Funding

2018

- Program Revenue \$53,450.00
- Grant Revenue \$99,280.00
- Individual Contributors \$138,081.00
- Event Revenue \$2,460.00

2018 Total Revenue \$293,633.00

2019 CURRENT as of Feb. 28

- Program Revenue -\$6,237.91
- Grant Revenue- (\$123,000 SUBMITTED AND PENDING) not reflected in total
- Individual Contributors- \$101,740.00
- Event Revenue- \$10,441.40

2019 Current Year to Date Total Revenue \$103,420.00

A Time for Science continues to grow our foundation of community support including business and individual contributors, as well as grant prospects. As you can see, we are off to a strong start in 2019.

A Time for Science is currently awaiting the official designation as the satellite location of the North Carolina Museum of Natural Sciences. This affiliation will open an abundance of resources for our organization to increase its capacity eastern North Carolina.

Exhibits

2018

- Art of Recycling- 2/8/18-3/16/18
- Agriculture through the Ages- 3/21/18-4/27/18
- Lost and Found Colonies-9/26/18-11/30/18
- Space Bound featuring "Sun, Earth, Universe" 12/12/19-4/29/19

Public Program/Events

2018

- ATFS Expo 3/17/18
- Starry Night 3/23/18
- Under the Microscope 3/29/18
- Spring Break Camp 4/2/18-4/6/18
- Star Party at Pitt County Coalition on Aging 4/3/18
- Kids Space Day 4/7/18
- Paddle the Contentnea 4/14/18
- Homeschool Day 4/18/18
- Statewide Star Party 4/21/18
- Kids Space Day 5/12/18
- Starry Night 5/18/18
- Paddle the Contentnea 5/19/18
- Kids Space Day 6/2/18
- Starry Night 6/15/18
- Tales of the Tails Summer Program- 5/30/18-7/30/18
- Summer Planetarium Series- 7/7/18
- Starry Night-7/13/18
- Kayak for Beginners/Family Kayaking- 7/13/18
- Paddle the Contentnea-7/14/18
- Summer Planetarium Series- 8/4/18
- First Robotics Community Night-8/9/18
- Robotics 9/12/18-11/30/18
- Starry Night 9/21/18
- Lost and Found Exhibit Reception w/guest speaker 10/5/18
- Homeschool Day 10/12/18
- SAGE Sisters 10/18/18-current
- Starry Night 10/19/18
- Kid Centered Full Moon Paddle 10/28/18
- Creatures of the Night 10/26/18-/10/27/18
- 4th Annual Fishing Derby 11/17/18
- Starry Night 11/16/18
- Under the Microscope 11/19/18
- Holiday Art Show 11/29/18
- Kid's Space Day 12/8/18
- Starry Night 12/21/18

Total Attendance for Public Programs- 5,200 attendees

Outreach

- Step into STEM program funded by Duke Energy and The Smith Family Foundation served all 4th graders in Pitt, Lenoir, Greene, Pamlico, Wilson and Craven Counties in the 2018/19 school year. The A Time for Science staff take this program into the schools on Mondays and Tuesdays and have served 9,700 students since September of 2018.
- A Time for Science partnered with NC Low to serve Hyde, Tyrrell, Dare, Bertie, and Washington Counties through teacher workshops and community programming.
 - 1. Star Party @ Jeannette's Pier 2/5/19- 600 attendees
 - 2. Star Party @ Bertie County Middle School 2/28/19- 300 attendees
 - 3. Workshops 5/30/18-3/7/19- **34 teachers**
- Each year A Time for Science participates in various community outreach events including: Kids Fest, ECU Youth Arts Festival, Greene County STEM Expo, River Fest, ECU Earth Day, Aurora Fossil Festival, and various career and STEM fairs within the school System. (the numbers served from this type of outreach is NOT reflected in the total)

Total Attendance Outreach- 10,634 attendees

Camps

- Spring Break Camp- 4/2/18-4/6/18
- Go Wild Summer Camp- 6/18/18-6/22/18
- Space is the Place- 6/25/18-6/29/18
- Robotics Camp-7/9/18-7/13/18
- Growing Minds-7/9/18-7/13/18
- Robotics Camp-7/16/18-7/20/18
- Robotics Camp-7/23/18-7/27/18
- Going Green-7/23/18-7/27/18
- Winter Break Robotics Camp- 1/21/19-1/23/19

Total Camp Attendance- 180 attendees

Student Fieldtrips

11,000 onsite 1/1/18-1/1/19 for student fieldtrips.

Total Fieldtrip Attendance-11,000

Total Number Served from 1/1/18-1/1/19 - 27,014

Page & Smith, P.A. Certified Public Accountants

March 07, 2019

To the Board of Directors: Bray Hollow Foundation Inc (A Time for Science) PO Box 425 Ayden, NC 28513

To the Board of Trustees of: Bray Hollow Foundation Inc (A Time for Science)

Management is responsible for the accompanying financial statements of Bray Hollow Foundation Inc (A Time for Science) (a nonprofit organization), which comprise the statement of assets, liabilities, and net assets-cash basis as of February 28, 2019, and the related statements of revenues, expenses, and other changes in net assets-cash basis for the year then ended, in accordance with the cash basis of accounting, and for determining that the cash basis of accounting is an acceptable financial reporting framework. The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's statement of assets, liabilities, and net assets-cash basis and the related statements of revenues, expenses, and other changes in net assets-cash basis. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Page & Smith, P.A. Certified Public Accountants

Bray Hollow Foundation Inc A Time for Science 2019 Budget

Revenue	
Fundraising Revenues	120,000.00
Fundraising Revenue-Expo	12,000.00
Program Revenues	55,000.00
Grant Revenue	
Grant Revenue	120,000.00
Total Revenue	307,000.00
Gross Profit	307,000.00
Operating Expenses	
Salaries	209,604.00
Payroll Taxes	18,304.00
Equipment Rental	3,060.00
Advertising and Marketing	3,504.00
Auto & Mower Expense	3,096.00
Bank Charges	600.00
Business Advisory & Educational	1,296.00
Organizational Member/Subscriptions	295.00
Insurance	11,640.00
Insurance-GV Bldg	3,000.00
Interest Paid	7,080.00
Legal, Accounting & other Professional Fees	7,008.00
IT-Website	3,600.00
Repairs & Maintenance	3,480.00
Pest Control	1,440.00
Fundraising Expenses	2,400.00
Fundraising Expense-Expo	1,000.00
Program Expenses	13,800.00
Taxes-Other	1,244.00
Telephone & Internet-GV Bldg	1,800.00
Travel	192.00
Utilities	7,680.00
Utilities-GV Bldg	7,200.00
Total Operating Expenses	312,323.00
Operating Income (Loss)	(5,323.00)
Other Income (Expenses)	
Farmland Lease	10,750.00
Total Other Income (Expenses)	10,750.00
Net Income (Loss)	\$ 5,427.00

Bray Hollow Foundation Inc A Time for Science Statement of Assets, Liabilities and Net Assets-Cash Basis As of February 28, 2019

Assets

Current Assets		
BB&T	\$	74,229.37
BB&T Money Market		5,702.67
Total Current Assets	***************************************	79,932.04
Property and Equipment		
Automobiles		21,159.00
Building		82,215.00
Land		573,457.00
Office Furniture & Fixtures		10,043.56
Machinery & Equipment		8,951.00
Planetarium		183,598.00
Planetarium-Land Improvements		20,800.00
PolyTank Dome		54,032.68
Outdoor Classroom		29,706.14
Less Accumulated Depreciation		(36,114.60)
Net Property and Equipment		947,847.78
Total Assets	\$	1,027,779.82

Bray Hollow Foundation Inc A Time for Science Statement of Assets, Liabilities and Net Assets-Cash Basis As of February 28, 2019

Liabilities and Net Assets

Current Liabilities		
SUTA	\$	325.69
FUTA		683,91
BB&T Credit Card		5,225.41
Total Current Liabilities		6,235.01
Long-Term Liabilities		
Long Term Liability		100,000.00
BB&T LOC		107,451.00
Total Long-Term Liabilities		207,451.00
Total Liabilities		213,686.01
Net Assets		
Unrestricted Net Assets		765,342.24
Change in Net Assets		48,751.57
Total Net Assets	-1	814,093.81
Total Liabilities and Net Assets	<u>\$</u>	1,027,779.82

* Year to date current Financials

Bray Hollow Foundation Inc (A Time for Science) Statement of Revenues, Expenses and Other Changes in Net Assets- Actual vs./Budget As of February 28, 2019

	February	th Ended , 28, 2019 tual	February 28, 2019 February				onths Ended lary 28, 2019 Budget	
Support and Revenue								
Program Revenues	\$	2,902.23	\$	2,500.00	\$	6,237.91	\$	5,800.00
Fundraising Revenues		51,000.00		53,115.00		86,740.00		88,855.00
Fundraising Revenue-Expo		6,000.00		3,500.00		10,441.40		7,941.40
Interest Earned	X	0.04		0.00		0.09		0.00
Total Support and Revenue	\$	59,902.27	\$	59,115.00	\$	103,419.40	\$	102,596.40
Expenses								
Salaries		17 161 67		17 217 00		24 240 24		24 424 00
		17,161.67		17,217.00		34,348.34		34,434.00
Temporary Services		476.00		0.00		668.00		0.00
Payroll Taxes		1,516.27		1,517.00		3,108.82		3,034.00
Equipment Rental		127.13		255.00		381.39		510.00
Gift Shop Inventory		100.00		0.00		100.00		0.00
Advertising and Marketing		40.00		292.00		715.98		584.00
Auto & Mower Expense		149.75		258.00		297.42		516.00
Bank Charges		14.95		50.00		64.90		100.00
Business Advisory & Educational		422.00		108.00		422.00		216.00
Contributions and Sponsorships		200.00		0.00		200.00		0.00
Organizational Member/Subscriptions		250.00		0.00		400.00		250.00
Insurance		1,096.90		970.00		1,943.80		1,940.00
Insurance-GV Bldg		0.00		250.00		250.00		500.00
Interest Paid		1,869.35		590.00		2,458.73		1,180.00
Legal, Accounting & other Professional Fees		806.00		584.00		1,266.00		1,168.00
IT-Website		225.00		300.00		225.00		600.00
Repairs & Maintenance		64.33		290.00		441.53		580.00
Pest Control		255.00		360.00		255.00		360.00
Facilities Expense		90.04		0.00		90.04		0.00
Fundraising Expenses		714.39		200.00		954.37		400.00
Fundraising Expense-Expo		0.00		500.00		0.00		500.00
Program Expenses		2,031,72		500.00		3.115.15		1,600.00
Taxes-Other		0.00		1,244.00		0.00		1,244.00
Telephone & Internet-GV Bldg		171.50		150.00		343.00		300.00
Travel		0.00		16.00		0.00		32.00
Utilities		686.59		640.00		686.59		1,280.00
Utilities-GV Bldg		1,017.07		600.00		1,931.77		1,200.00
Total Expenses	<u></u>	29,485.66		26,891.00	3 	54,667.83		52,528.00
Other Income								
Farmland Lease	t o	0.00		10,750.00	8 <u></u>	0.00	<u> </u>	10,750.00
Change in Net Assets	\$	30,416.61	\$	42,974.00	\$	48,751.57	\$	60,818.40

2018 Financials

Bray Hollow Foundation Inc (A Time for Science) Statement of Revenues, Expenses and Other Changes in Net Assets- Actual vs. Budget As of December 31, 2018

	Decem	nth Ended ber 31, 2018 Actual	1 Month Ended B December 31, 20 Budget		12 Months Ended 8 December 31, 2018 Actual		12 Months Ended December 31, 2018 Budget	
Support and Revenue								
Program Revenues	\$	5,479.38	\$	2,500.00	\$	53,450.74	\$	75,000.0
Grant Revenue-Vidant		0.00		0.00		7,000.00		10,000.0
Grant Revenue		0.00		0.00		32,280.00		20,000.0
Gift Shop Revenue		0.00		0.00		- 360.00		0.0
Grant Revenue-NC Museum		0.00		0.00		60,000.00		60,000.0
Fundraising Revenues		7,500.00		5,000.00		138,081.74		50,000.0
Fundraising Revenue- Polar Bear Plunge		0.00		0.00		230.00		2,500.0
Fundraising Revenue-Expo		0.00		0.00		2,230.00		7,500.0
Interest Earned		0.05		0.00		0.77		0.0
Total Support and Revenue	\$	12,979.43	\$	7,500.00	\$	293,633.25	\$	225,000.0
Expenses		1,1,227.22		02 12TV				
Salaries		19,866.67		19,420.00		236,996.54		233,040.0
Temporary Services		0.00		0.00		8,226.00		0.0
Payroll Taxes		1,575.34		1,583.37		19,734.80		19,000.0
Equipment Rental		0.00		0.00		828.22		0.0
Gift Shop Inventory		0.00		0.00		456.83		0.
Advertising and Marketing		121.70		208.37		3,441.83		2,500.0
Auto & Mower Expense		188.15		32.35		3,085.00		3,500.0
Bank Charges		29.95		68.51		273.47		550.0
Business Advisory & Educational		0.00		83.37		1,387.73		1,000.0
Contributions and Sponsorships		0.00		0.00		3,000.00		0.0
Organizational Member/Subscriptions		250.00		0.00		295.00		395.0
Insurance		1,538.90		750.00		9,772.49		9,000.0
Insurance-GV Bldg		500.00		250.00		3,100.00		3,000.0
Interest Paid		1,287.79		560.00		7,530.64		6,720.0
Legal, Accounting & other Professional Fees		475.00		583.37		8,405.00		7,000.0
IT-Website		0.00		250.00		3,641.78		3,000.0
Repairs & Maintenance		308.86		208.37		3,568.69		2,500.0
Repairs & Maintenance- GV Bldg		0.00		66.63		0.00		800.0
Pest Control		425.00		0.00		1,445.00		1,360.0
Fundraising Expenses		187.97		83.37		2,307.27		1,000.0
Fundraising Expense-Polar Bear Plunge		0.00		0.00		135.00		500.
Fundraising Expense- Creatures 5K		0.00		0.00		825.00		0.
Fundraising Expense-Expo		0.00		0.00		1,054.62		6,000.0
		1,192.24		833.37		12,744.45		10,000.0
Program Expenses Taxes-Other		0.00		0.00		1,244.16		1,333.0
Telephone & Internet		0.00		570.00		0.00		6,840.0
		0.00		170.00		1,707.22		2,040.0
Telephone & Internet-GV Bldg		0.00		0.00		171.69		2,040.0
Travel		629.88		666.74		7,648.51		8,000.0
Utilities Utilities-GV Bldg		529.88		600.00		7,111.39	VA.	7,200.0
Total Expenses		29,106.68		26,987.82		350,138.33	<u> </u>	336,278.0
Other Income								
Farmland Lease	-	0.00		0.00	2	10,750.00	11 	10,300.0
Change in Net Assets	\$	(16,127.25)	\$	(19,487.82)	\$	(45,755.08)	\$	(100,978.0

See Accountants' Compilation Report.
Page & Smith, P.A.

