


NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager 

DATE: April 27, 2016

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:


1. A memo from Gary Fenton, Recreation and Parks Director, regarding a community input event at Eppes Recreation Center on April 29, 2016
2. A memo from Police Chief Mark Holtzman providing an update on red-light cameras
3. A memo from Police Chief Mark Holtzman providing a six month review of the Trap/Neuter/Return (TNR) Program
4. A memo from Kevin Mulligan, Public Works Director, regarding installation of rumble strips
5. A memo from me regarding installation of new equipment in Council chambers
6. A memo from me regarding ReLeaf's Arbor Day celebration on May 5, 2016

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Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

Memo

To: Barbara Lipscomb, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: April 27, 2016
Re: Eppes Recreation Center Community Input Event – “Meet and Greet”

The Recreation and Parks Staff invite Greenville City Council members and the public to stop by the Eppes Recreation Center’s Community Input Event, Friday, April 29, 2016 from 6:00 p.m. – 8:00 p.m.

Staff will be on hand to meet visitors and share information about upcoming events and programs. Staff will also encourage participating citizens to provide input regarding their particular interests and how the center and its services might be of additional benefit to them. Registration for the Eppes Summer Camp will also be available during this event.

There is no fee for this event. Light refreshments will be served and childrens’ activities will be provided.

cc: Merrill Flood, Assistant City Manager

Memorandum

To: Barbara Lipscomb
City Manager

From: Mark Holtzman
Chief of Police

Date: April 27, 2016

Subject: Red-Light Camera Enforcement Update

The Greenville Police Department continues to move forward with promoting the benefits that come with adding red-light enforcement to some of our high crash intersections within the city limits of Greenville.

To date our proposal has been presented to the Greenville City Council, Public Transportation and Parking Commission, the Pitt County School Board, and the Pitt County Board of Commissioners. During our presentations, we are often asked some of the same questions concerning the benefits and concerns of the red-light camera enforcement program. It is my hope that this memo will address those concerns and provide a time line for upcoming dates related to red-light camera enforcement and website links about red-light violations from the Insurance Institute for Highway Safety.

Common Questions:

1. **What is the goal of the program?** The ultimate goal of this program is to reduce crashes in the City of Greenville by reducing the likelihood of red-light violators. Intersection crashes constitute 35% of the nation's traffic-related fatalities with 22% of all urban crashes being a direct result of drivers disobeying red-light signals (NTHSA, 2005). Injuries occur in 45% of all red-light violation crashes. By reducing the incidents of red-light violations, we will noticeably reduce right-angle collisions, injuries, and deaths while at the same time making our intersections safer, our drivers more cautious, and allowing our police officers the opportunity to deploy to other heavily traveled corridors and neighborhoods within this City.
2. **Why can't police officers enforce red light running?** Currently, there are 126 intersections within the city limits controlled by traffic light signals. Typically, a law enforcement officer must observe the red light violation by directly viewing the same traffic signal that the violator runs. Upon viewing the infraction, the officer must then pursue the violator into

the intersection several seconds after the signal has turned to a steady red. This action is extremely dangerous for a single officer to accomplish and requires multiple officers to safely conduct red light enforcement.

While the use of multiple officers is effective, it simply cannot be maintained all day and night due to calls for service and other traffic-related concerns. The red-light program will not only allow us to provide coverage around the clock in five of our high-crash intersections, it will free up time for officers to redeploy to other high crash / heavily traveled corridors.

3. **Am I going to receive a ticket if the light turns red while in the intersection?** NO – When a traffic signal is emitting a steady red light controlling traffic approaching an intersection, a vehicle is required to stop at an appropriately marked stop line. A motorist stopped within the intersection because he/she was required to yield to oncoming traffic has not violated the red light statute (N.C.G.S. 20-158) because he/she entered into the intersection (“crossed over the stop line”) on a green light.

Photo enforcement offers three types of evidence to prove a violation occurred. First, an A-photo, which is a picture of the vehicle just before it enters into the intersection or “crosses over the stop line”; a B-photo, which is a picture of the same vehicle once it has entered into the intersection or “crossed over the stop line”; and a five-to-ten second video. A vehicle that has legally entered into an intersection and remains in the intersection through the signal change because it had to yield to on-coming traffic will not have the “A-photo” because it legally entered into the intersection. As a result, no violation occurred and a civil citation will not be issued. I have attached a picture that illustrates my explanation.

4. **If someone else is driving my car, how do I transfer the responsibility to them?** This is a very simple process and one that will include the Greenville Police Department as well as the company selected to provide and monitor the red-light enforcement camera program.

The first step for the registered owner will be to go to the Greenville Police Department’s red-light camera enforcement website that will be created specifically for this program. The registered owner will download and print the Transfer of Liability Affidavit Form. The registered owner seeking relief from responsibility will provide the name, address, and telephone number of the responsible party that was driving the vehicle and then have the affidavit notarized. The notarized affidavit will be sent to the Greenville Police Department who will determine whether or not to transfer responsibility from the registered owner. If it is determined that the responsibility should be transferred, the Greenville Police Department will send the affidavit to the red light company who will then generate and reissue a new civil citation.

5. **How will I know where the cameras are located?**

Signs will be placed in advance of all locations where red-light cameras are in operation. A map of all camera locations will be available on the police department webpage, and social media will be used as well to distribute the locations along with any changes in the camera locations.

6. Will I get a ticket for not stopping when turning 'right-on-red'?

No. The cameras would be installed on straight and left-turn lanes based on crash data at the specific locations. The right-on-red violations will not be part of the initial installation. However, because we cannot predict future driving behavior, it is fair to say that we may install a specific camera in the future if our crash data supports the fact that a right-on-red violation is causing crashes or injuring pedestrians. If we find it necessary in the future, we will make this information available and share the specific location with the public.

7. Can the red-light cameras control the traffic signal and shorten the yellow light?

No. The cameras will not be connected to the timing mechanism of the traffic signal and will have no ability to alter or change the length of the yellow light to increase red-light violations. Timing of the traffic signals are handled exclusively by the engineering department according to state engineering standards.

8. Are the tickets issues completely by a computer or machine?

No. After the cameras take the picture and video clip of the violation, they are sent to a processing center where they are viewed by trained personnel. Once approved by the personnel at the processing center, the citations are forwarded to the police department where the final approval is made by a Greenville police officer. The department intends to hire up to two police officers to manage the red-light enforcement program which will be paid for by the program and not with tax-payer funds.

Next Steps

On **Monday, May 2, 2016, at 5:30 p.m., the Pitt County School Board** has scheduled a public comment session for citizens to ask questions or express concerns about the red-light camera enforcement program being proposed by the Greenville Police Department. Following this public comment period, the Pitt County School Board will vote on a resolution of support for the red-light camera program. I, along with other personnel from the Greenville Police Department, will be present during this meeting. I continue to ask for Council support when approached and questioned about red-light camera enforcement and hope this memo clears up some of the common misconceptions. Council presence and support during the May 2nd meeting would be greatly appreciated.

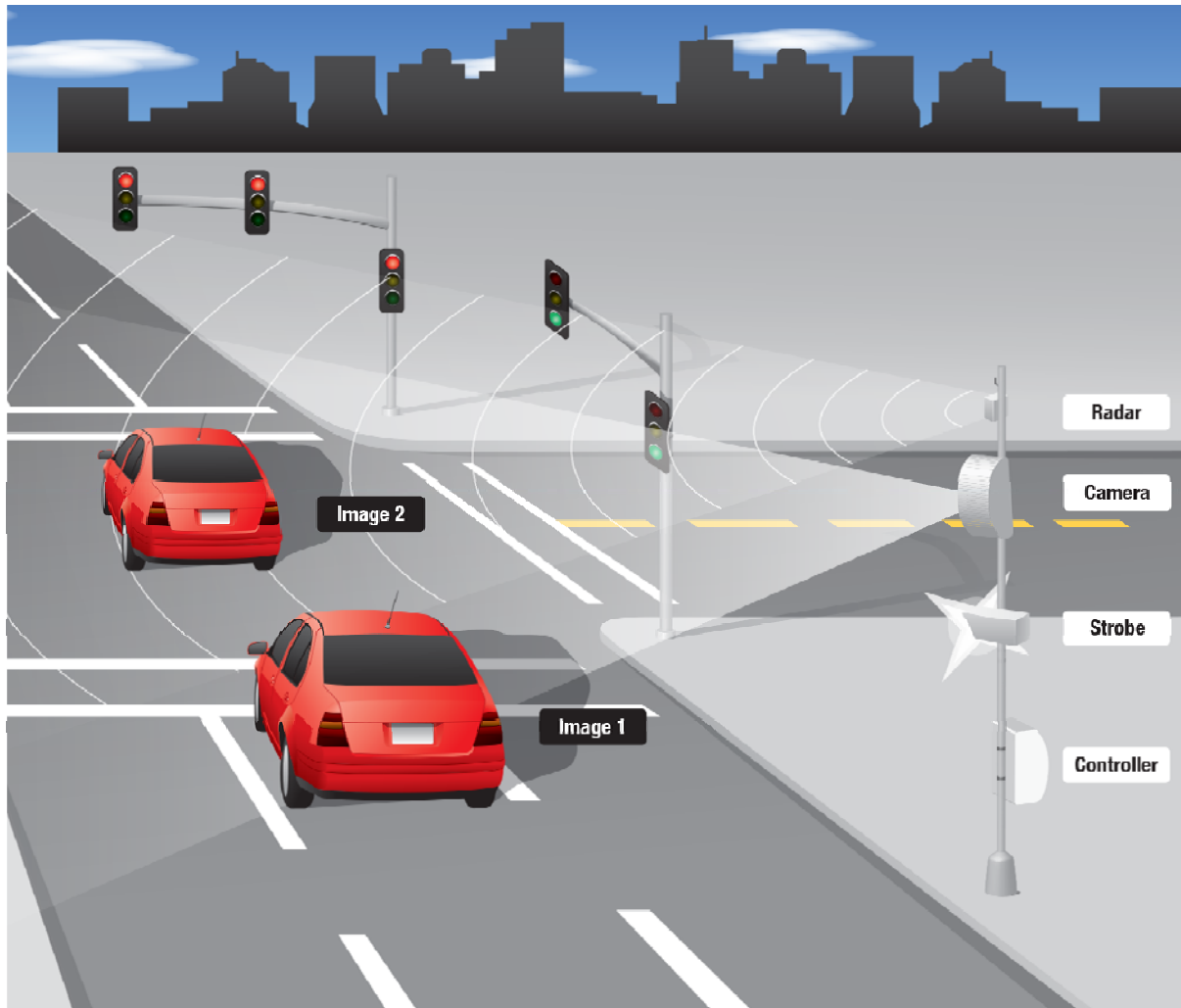


Image #1 The **1st Image** records the vehicle behind the violation point while the light is red

Image #2 The **2nd Image** records the vehicle proceeding through the intersection while the light is red

<http://www.iihs.org/iihs/topics/t/red-light-running/topicoverview>

<http://www.iihs.org/iihs/topic/t/red-light-running/qanda>

<http://www.atsol.com/wp-content/upload/2013/10/ATS/EconomicBenefits-RLandSpeedCameras-cutsheet-201309-v05.pdf>



GREENVILLE POLICE DEPARTMENT MEMORANDUM

To: Barbara Lipscomb
City Manager

From: Mark Holtzman
Chief of Police

Date: April 25, 2016

Subject: Notes to Council – Six (6) Month TNR (Trap/Neuter/Return) Review

Per the direction of City Council and the original passage of the TNR (Trap/Neuter/Return) ordinance on October 8, 2015, a six (6) month review meeting was conducted with stakeholders on April 18, 2016. A copy of the enacted ordinance is attached. Attendees to the meeting included local animal advocates, business and home owners, a local veterinarian who is also a member of the Pitt County Board of Health, and City staff. The purpose of the meeting was to discuss the effectiveness of the program and to listen to feedback from the stakeholders.

The following concerns were relayed by the group:

- The current City ordinance, 12-2-10(a), does not allow for feeding of stray animals in the City of Greenville, and the enacted TNR ordinance does not address feeding cats identified as TNR cats. Therefore there is no legal authority to circumvent the existing ordinance to allow feeding of TNR cats
- TNR advocates expressed their wish for less oversight of the TNR program by the City of Greenville APS unit
- Property owners are concerned about the liability of allowing TNR on their property and who would be held liable if a TNR cat causes damage or injury. The current TNR ordinance does not address this issue
- Testing of cats trapped for TNR for Feline Leukemia (FeLV) and Feline Immunodeficiency Virus (FIV). Advocates relayed there is no funding for this and they do not return cats that appear to be sick to a colony. The opinion of a veterinarian in attendance is that every cat should be tested and a positive test should result in the cat not being returned to a colony because it would infect the other cats in the colony. Our current ordinance does not cover these two tests

Staff will be reviewing these recommendations and providing feedback and/or a recommendation to City Council as appropriate. If you have any questions, please contact me.



CITY OF GREENVILLE
NORTH CAROLINA

CERTIFICATION OF THE CITY CLERK

I hereby certify that I am the duly appointed and acting City Clerk of the City of Greenville, North Carolina, and as such I am the legal custodian of the Official Minutes and Records of the City of Greenville, North Carolina. I further attest and certify that the attached is a true copy of the Ordinance No. 15-055, which was duly adopted by the City Council at their October 5, 2015 meeting.

In witness whereof, I have hereunto set my hand and the official seal of the City of Greenville, North Carolina on this the 8th day of October, 2015.



Carol L. Barwick, CMC
City Clerk

ORDINANCE NO. 15-055
AN ORDINANCE AMENDING THE GREENVILLE CITY CODE
RELATING TO THE DIVISION OF ANIMAL CONTROL AND ANIMAL TRAPS BEING
MADE AVAILABLE TO THE PUBLIC

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES
HEREBY ORDAIN:

Section 1. That Section 12-2-37 of the Code of Ordinances, City of Greenville is hereby
amended by rewriting said section to read as follows:

SEC. 12-2-37 ANIMAL TRAPS AVAILABLE TO PUBLIC.

(A) The Division of Animal Control is authorized to make animal traps available to members of the
general public under the conditions stated in subsection (C) of this section.

(B) Animal traps may be checked out to citizens only upon written application to the Division of
Animal Control, on a form provided by the Division of Animal Control. The application process shall
include acknowledgment of program guidelines, to include a copy of this section, and any additional
training materials as deemed necessary by the Division of Animal Control. Organizations or
individuals wishing to engage in Trap-Neuter-Return (TNR) shall receive training provided by the
Division of Animal Control and ensure the following requirements are completed for each feral cat
trapped:

1. Each cat must be trapped using humane trapping techniques. Personal traps used for TNR
purposes must be inspected and approved by the Division of Animal Control prior to use.
2. Cats must be spayed or neutered as appropriate, vaccinated for rabies, Feline Viral
Rhinotracheitis (FVRCP), Calicivirus and Panleukopenia, have their ear tipped, and be
returned to the location where trapped initially.
3. Cats entering the TNR program must be documented for tracking purposes by the TNR care
giver using the Greenville Animal Control TNR Tracking Form. The veterinarian performing
the procedures outlined in this section must sign the tracking form. The completed forms
must be turned in to the Division of Animal Control for review and statistical purposes.
4. The individual or organization engaging in TNR shall be responsible for all costs and
expenses while engaging in these activities.

(C) Animal traps provided by the city may be used only under the following conditions:

- (1) The animal trap or traps may only be used to trap wild or stray animals.

(2) All animals trapped must be released at the location where the animal was trapped, or delivered or turned over to the Division of Animal Control. All traps must be checked at least once every 12 hours and trapped animals released or delivered as required in this subsection.

(3) Traps may be checked out for a one-week period which may be extended for a second week if the Division of Animal Control believes it to be in the best public interest to extend the check-out period.

(4) Before a trap is set, the Division of Animal Control will ensure that a new application is completed by the person requesting the trap and will provide written notification to adjacent property owners/renters. In cases where property owners fail to respond or the property appears to be vacant, the animal control officers will post a notice on the property by way of a door hanger at least 24 hours in advance of a trap being set.

(5) Persons who check out and set traps must give express consent for Animal Control Officers to enter their premises to verify the location, manner of operation, and intended or actual use of traps.

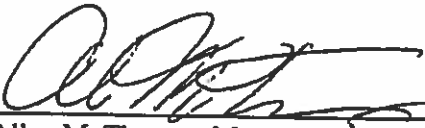
(D) Failure to comply with the requirements of this section shall be grounds for immediate revocation of the privilege of using a city-owned animal trap, or participation in any Trap Neuter and Return Program in addition to civil or criminal penalties as stated in section 12-2-43.

Section 2 All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

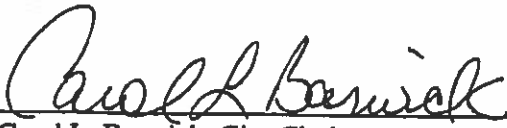
Section 3. Any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.

Section 4. This ordinance shall become effective immediately upon its adoption.

This the 5th day of October, 2015.



Allen M. Thomas, Mayor

ATTEST:


Carol L. Barwick, City Clerk



Memorandum

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, P.E., Public Works Director 
Date: April 26, 2016
Subject: Installation of Rumble Strips on 10th Street (east of Greenville Boulevard)

East 10th St between Cotanche and Oxford is currently the subject of an ongoing NCDOT safety improvement study. There have been multiple public meetings, as well as stakeholder group meetings that have provided information on the various uses of this roadway. NCDOT's consultant is now evaluating the preferred options to develop a design and cost of improvements. It is anticipated that this will be 12-24 months before a construction project is underway.

A subset of the project limits described above is East 10th between Greenville Blvd and the Copper Beech complex. This section of E10th St is subject to frequent pedestrian crossings at unmarked locations. It is also an area prone to motor vehicle accidents. The pedestrian crossings, as well as the high vehicle volumes and turning movements, have led to an evaluation of immediate short-term solutions. These traffic solutions have been evaluated by the Public Works Department and NCDOT.

The first improvement has been the installation of high visibility pedestrian signs delineating the limits of the area in question. These high visibility signs alert the driver to proceed with caution as the area is known to have frequent pedestrian crossings. This was then followed by the conversion of street lights in this area from high pressure sodium to LED.

A third option that was evaluated, came at the request of City Council. City Council asked if rumble strips could be placed along 10th Street in advance of the posted signs, in an effort to increase motorists' awareness of the now marked pedestrian zone. NCDOT responded (see attached letter) that the City's intent for the devices was not in conformance with applicable governing standards, however, they would allow the City to install them if they funded the devices and installed them to NCDOT specification.

NCDOT provided design information as to color, size and location layout. Public Works has ordered the devices in compliance with the State's directives and anticipates delivery the week of April 25, 2016. Installation is planned for the week of May 2, 2016 (dependent on actual delivery and weather conditions).

An aerial depicting the locations of the existing high visibility pedestrian signs is attached. The rumble strips will be positioned in the eastbound and westbound through lanes in each direction, approximately 100 feet in advance of the signs.



PAT McCrory
Governor

NICHOLAS J. TENNYSON
Secretary

April 1, 2016

Richard DiCesare, PE, City Traffic Engineer
City of Greenville Public Works
1500 Beatty Street
Greenville, NC 27834

Dear Rik:

I am writing in regard to the City's request to install transverse rumble strips on Tenth Street just in advance of the pedestrian warning signs that are located on two sections of the roadway. One section extends from just east of the signal at Charles Street to just west of the signal at Christianbury Gym and the other extends from just west of Riverbluff Road to the eastern end of the "33 East" student housing complex.

Chapter 3J of the Manual on Uniform Traffic Control Devices (MUTCD) discusses transverse rumble strip markings. Paraphrased section 3J.02 states that these strips can be used to alert drivers of unusual vehicular traffic features such as unexpected changes in alignment or conditions requiring a speed reduction or Stop. This language implies that the feature that the rumble strips are to advise the motorist of are present all the time and apply to every vehicle that crosses over the strips. Based on this, the provision of transverse rumble strips in advance of the pedestrian warning signs (which are for a condition which may or may not be present) is not in conformance with the MUTCD and therefore is not recommended.

It is my understanding that John Rouse and Keven Mulligan have talked about this and it was decided that NCDOT would allow the City to install them at the city's expense. Additionally the City will be responsible for removing the strips once conditions change. Installation of the strips will need to be in both of the through lanes in each direction. The individual strips should be spaced 2 feet on center and extend for a length of 22 feet. The strips in each lane are to be 2 feet narrower than the travel lane, except for the strips in the outside lane will need to stop 4 feet short of the edge of asphalt, due to bike traffic along this roadway. This grouping of strips should be located about 100



Richard DiCesare

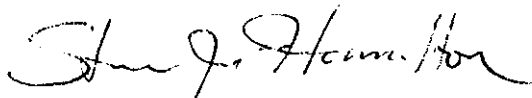
April 1, 2016

Page 2

feet in advance of the sign. The signs by the university may need to be relocated to avoid the strips being in proximity of the traffic signals. The strips must be black in color because the MUTCD does advise that white should not be used in locations where they could be confused as stop bars or crosswalks.

Should you have further questions, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven J. Hamilton". The signature is fluid and cursive, with the first name "Steven" and last name "Hamilton" clearly legible.

Steven J. Hamilton, PE, CPM
Division Traffic Engineer

CC: John Rouse, PE
Preston Hunter, PE
Keven Mulligan, PE





Find yourself in good company

Memorandum

To: Honorable Mayor and City Council Members
From: Barbara Lipscomb, City Manager *HL*
Date: April 27, 2016
Subject: Equipment Upgrade in Council Chambers

Staff anticipates bringing before City Council in May a contract to replace, install, and upgrade the video recording equipment in City Council Chambers. This is a project for which the City has been setting aside restricted PEG monies over the last two years in order to fund. For the new equipment to be properly installed, it is anticipated Council chambers will be unavailable for meetings from June 27 through August 9.

The Boards and Commissions that have meetings scheduled during this time will meet in City Hall Conference Room 337. Much like we have done with the Budget Workshops, these meetings will be videotaped and made possible for playback on GTV-9. Staff liaisons to the affected Boards and Commissions are coordinating notice of this change in meeting location.

At this time, we do not anticipate any change in the meeting schedule/location for City Council meetings. Provided the replacement schedule remains on track, the Affordable Housing Loan Committee meeting on August 10, 2016 will be the first dry run with the new system in Chambers, allowing the opportunity for any potential issues to be resolved prior to the August 15 City Council meeting.


We are excited about this equipment upgrade and anticipate it will resolve many of the audio and other problems we have recently experienced in broadcasting the meetings. Thank you in advance for your patience during this time. Do not hesitate to contact my office if you have any questions.

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Find yourself in good company

Memorandum

To: Honorable Mayor and City Council Members
From: Barbara Lipscomb, City Manager 
Date: April 27, 2016
Subject: Arbor Day Celebration

Attached is a flyer regarding ReLeaf's Arbor Day Celebration, scheduled for May 5, 2016 at Lake Forest Elementary. Traditionally, the City has worked in conjunction with ReLeaf to recognize this occasion. Please make plans to join the festivities.

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Arbor Day Celebration - May 5, 2016

ReLeaf will be holding our annual Arbor Day celebration on Thursday, May 5th at Lake Forest Elementary.

Our Keynote speaker will be Council Member At-Large Calvin Mercer.

Participating teachers at Lake Forest Elementary asked their students to write Arbor Day themed essays. We will be honoring the winners of this essay contest during this event, and the children will be invited to read their essays to attendees.

A tree will be planted at the school to commemorate the occasion. The festivities begin at 10 AM.

