



Excellence in Community Banking

August 1, 2012

Mr. Tomas M. Moton, Jr.
Interim City Manager
City of Greenville
200 W. 5th Street
Greenville, NC 27834

Dear Mr. Moton,

As you may be aware, The East Carolina Bank has asked for property owned by the bank on the south side of Regency Blvd. to be rezoned. Our request was turned down by the Planning & Zoning Board during their meeting on July 17th. City Council is scheduled to act on the request at their August 9, 2012 meeting.

We are currently working to schedule meetings with both the Shamrock and South Hall residents, in an attempt to find a solution to their concerns about our request. I respectfully request that a continuance of this action before City Council be granted until the Council meeting scheduled for September 13, 2012. The continuance will allow us time to conduct meetings with the residents and hopefully reach an agreeable solution.

Thank you for your time and consideration. I can be reached at 252-323-3012 to discuss any questions you may have.

Sincerely,

Bob Milam
Vice President
Special Assets Coordinator

Memorandum

To: Thomas M. Moton, Jr., Interim City Manager
From: Christopher N. Padgett, Interim Assistant City Manager
Date: August 3, 2012
Subject: Update on Bradford Creek Golf Course Operational Analysis RFQ

During the early stages of the FY 13 and FY 14 bi-annual budget development process, a great deal of time and effort went into discussing the Bradford Creek Golf Course. The facility had been designated as an enterprise fund, but had operated at a deficit in recent years leading to questions regarding funding and operations.

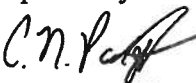
On May 7, 2012, staff presented a **Report on Bradford Creek Golf Course Operational Alternatives** to City Council. Upon receiving this report and discussing the alternatives available, City Council decided to designate the Bradford Creek Golf Course as a recreational facility to be operated within the Recreation and Parks Department budget, located within the General Fund. City Council also directed staff to utilize an outside consultant to conduct a management and operational analysis of the facility so as to improve operational efficiency.

Staff developed a Request for Qualifications for a **Bradford Creek Golf Course Management and Operational Analysis** and issued the same on June 11, 2012. The City received seven (7) responses from reputable firms from across the country.

Over the past two weeks, members of the selection committee have been reviewing each submittal. The selection committee includes Recreation and Parks Director Gary Fenton, Human Resources Manager Leah Futrell, Bradford Creek Golf Course Advisory Committee Member Gordon Fulp, and me. The selection committee met today to discuss and rate each proposal. It is anticipated that a final decision will be made within the next two weeks, and a proposed contract will then be presented to City Council.

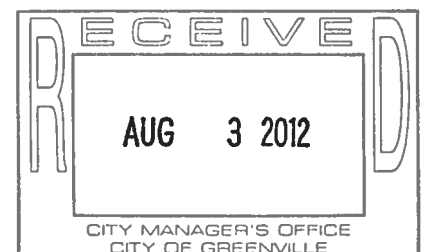
Please feel free to contact me should you have any questions.

Respectfully submitted,


Christopher N. Padgett


als

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



MEMORANDUM

TO: Thomas M. Moton, Jr. Interim City Manager

FROM: Scott P. M. Godefroy, PE, Interim Director of Public Works 

DATE: August 3, 2012

SUBJECT: Project Status – South Tar River Greenway Hurricane Irene Storm Repairs

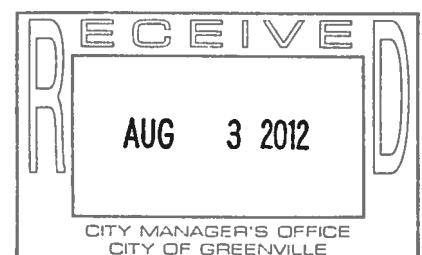
Bids for the repair work of the South Tar Greenway, Phase II, were opened on July 26th, with Lenoir County Enterprises, Inc. being the low bidder with a bid of \$18,636.00. Contracts were executed the week of July 30th, and the contractor plans to begin work on Tuesday, August 7th. Completion time for the contract is 30 days.

Work will include the installation of a 165 foot section of walkway consisting of a 10 foot wide, 6 inch thick concrete surface. Due to the potential for future flooding in this area and to provide more sustainability, Staff recommended the utilization of concrete in lieu of asphalt section of greenway that floated out of place due to the flood waters from Hurricane Irene.

Additionally, there is another section of greenway which was damaged just down from this area that will be repaired with the installation of two 18 inch storm drain pipes and the walkway surface replaced with 50 square yards of asphalt. Regrading and regrassing or adjoining areas will also be done to complete the repair work. Repairs to the damaged boardwalk have been previously completed by Recreation and Parks staff.

Staff has coordinated with Steve Hawley, as well as the Bicycle and Pedestrian Commission and FROGGS, to assist with spreading the word about commencement of repairs to as many citizens as possible.

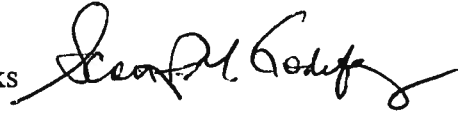
cc: Lisa Kirby, PE, Senior Engineer
James Lynn Raynor, PE, Civil Engineer II
Mark Brown, EI, Civil Engineer I
Gary Fenton, Director of Recreation and Parks
Mark Gillespie, Superintendent of Parks



Notes to Council
8/3/12

MEMORANDUM

TO: Thomas M. Moton, Interim City Manager

FROM: Scott P. M. Godefroy, PE, Interim Director of Public Works 

DATE: August 3, 2012

SUBJECT: Project Status – Lynndale Storm Drainage Improvements Phase 1A

The Notice of Award for the Lynndale Storm Drainage Improvements was signed on May 8, 2012 with a start date of June 18, 2012. The date of final completion is set for September 16, 2012; this date is subject to change based on contract adjustments and weather delays.

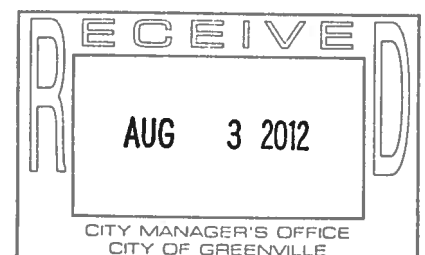
The project is located at 408 Queen Anne Road in the Lynndale neighborhood. The scope of work for this project consists of regarding and cleaning of approximately 150 feet of ditch at the outlet end of the new culvert and 50 feet at the inlet end. The bulk of the project will consist of removal of approximately 420 feet of failed corrugated metal pipes (CMP), installation of approximately 385 feet of 78 inch diameter aluminum CMP, a 40 foot section of arch culvert, and concrete headwalls at each end. Installation of the arch culvert will require a short term road closure of Queen Anne Road.

To date, the contractor has completed the ditch clean-out work at the outlet end of the project, and installed approximately 120 feet of 78 inch diameter aluminum CMP along the property line of 408 Queen Anne Road.

There have been some challenges with this project as it has progressed. With this being a main outfall line for the neighborhood, drainage will be temporarily impacted as the pipe is installed. Due to frequent rain events over the past few weeks, the contractor has spent a significant amount of time pumping water out of the trench. It is anticipated that the temporary closure of Queen Anne Road will be short term but the installation is highly weather dependent. However, City staff is maintaining contact with adjacent property owners to keep them informed as the project progresses.

Downstream of the project limits, it will be necessary to clean out and re-grade the ditch. It is anticipated that this will be accomplished in the near future by the developer and owner of the property adjoining this ditch when it is developed.


cc: Lisa Kirby, PE, Senior Engineer
James Lynn Raynor, PE, Civil Engineer II
Mark Brown, EI, Civil Engineer I



MEMORANDUM

Notes to Council
8/3/12

TO: Thomas M. Moton, Jr., Interim City Manager

FROM: Scott P. M. Godefroy, P.E., Interim Director of Public Works 

DATE: August 3, 2012

SUBJECT: Hurricane Irene Stump Removal and Beyond

Regarding the current status of stump removal due to the damage from Hurricane Irene, all FEMA reimbursable stumps (heaved) were completed in early February by a W.A.Powell. Outdoor Specialty ground many stumps between October 2011 and May 2012 that were not FEMA eligible. We asked Outdoor Specialty to stop in early May so we could reconcile their invoice plus we were having some performance issues with them. We knew there were some remaining stumps but we needed to have a cutoff date for Outdoor Specialty. There have also been a few stumps that have been discovered that were determined to be Hurricane Irene stumps but were not identified initially when we had a contractor on hand to remove them. The following is an updated list of what we know to be the remaining large stumps related to Hurricane Irene:

1. E. 4th by St. Peter's - new
2. Pennsylvania x Chestnut - new
3. 6th x Hudson - new
4. **3rd at Woodlawn - (left from previous list)**
5. Fleming Street by Sadie Saulter School **(not Hurricane Irene related)**

Our goal is to contract the remaining stumps to a local contractor by the end of August and complete by mid-September.

The following is the status on the stump grinding from our previous report:

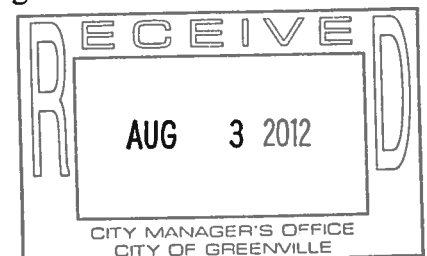
1. Library at Johnston (1) - **Completed**
2. 3rd at Woodlawn (1) (see # 4 above)
3. Evans Street just north of the 14th street intersection (1) - **Completed**
4. 4th street adjacent to GUC (2) - **Completed**
5. Chestnut just west of the 14th street intersection (1) - **Completed**

Grinding work completed in the past 6 to 7 week timeframe has also included:

1. 5th and Holly – due to June storms
2. Public Works yard – due to June storms
3. Evans and 13th due to row tree removal by Mercer Glass

Should there be any further questions regarding the stump removal progress do not hesitate to call me at (252) 329-4525.

cc: Kenneth Jackson, Operations Manager
Kevin Heifferon, Building & Grounds Superintendent





Memo

To: Mr. Chris Padgett, Interim Assistant Manager
From: Gary Fenton, Director of Recreation and Parks
Date: August 3, 2012
Re: Update on the Development of a Recreation and Parks Facility Condition Rating Index

On March 8, 2012, City Council adopted strategic goals for the 2012 and 2013 calendar years. The adoption of these goals and associated action items provide staff with a work plan to ensure that staff efforts are coordinated with, and supportive of, the strategic direction and vision that City Council has for the community.

One of the strategic goals adopted by City Council is titled "Parks and Recreation / Greenways / Bond Issue," and one of the six (6) action items associated with this goal is as follows:

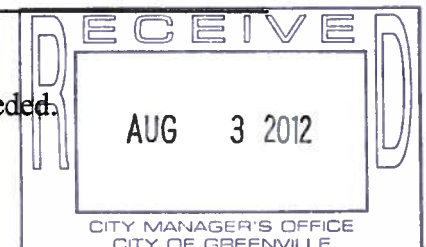
"Establish a Recreation and Parks facility condition rating index to aid in the prioritization of Recreation and Parks facility improvements."

It is anticipated that the development of this facility condition rating index will assist staff and City Council to prioritize facility renovation/improvement needs so as to effectively target any appropriations to the facilities of highest and/or most immediate need.

To this end, staff has begun the process of identifying criteria that could be included in the facility condition rating index and has developed a proposed project schedule as follows:

July / August, 2012	Preliminary research and development of initial draft by R&P staff.
August / September, 2012	Review and input by other City Departments including the City Manager's Office, Public Works Department and Community Development Department. Initial draft revised as needed.
October, 2012	Presentation of draft to the Recreation and Parks Commission. Draft revised as needed.
November, 2012	Preliminary report provided to City Council.
December, 2012	Presentation to City Council.

Please advise if you have any questions or if any additional information is needed.



MEMORANDUM

Notes to Council
8/3/12

TO: Thomas M. Moton, Jr. Interim City Manager

FROM: Scott P. M. Godefroy, PE, Interim Director of Public Works *Scott P. M. Godefroy*

DATE: August 3, 2012

SUBJECT: Status of East and West Meadowbrook Flood Lot Cleanup

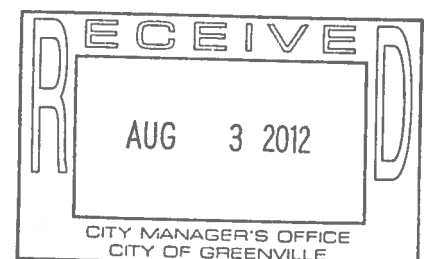
Regarding the status of cleanup work on the East and West Meadowbrook Flood buyout lots, we have tasked the Sanitation Division to pick up much of the debris that had been left on the lots that the mowing contractor was mowing around. Additionally, we have instructed the mowing contractor not to mow around any future debris but move it to the curb for subsequent pickup.

A much larger component of the cleanup is the removal of downed trees from Hurricane Irene that have never been addressed. There are approximately 25 trees that need to be removed. Staff recommends that we contract the removal and cleanup of this debris by a local contractor. It is estimated that this will cost between \$10,000 and \$15,000. We anticipate the timeframe for receiving bids to be in the next 4 to 5 weeks (or by mid-September) with subsequent release of the contractor to get started about the first of October.

If there are no funds available to contract for this cleanup, Staff would be prepared to do the removal sometime in December. Buildings and Grounds would have to shut down much of their other operations for approximately a week to accomplish this task and would require the assistance of the Street Division with their large excavator to remove some of the trees.

On another related subject Public Works is currently developing an agreement between Public Works and Community Development for the management of the Hurricane Floyd buyout lots as well as other City owned lots. The intention is to provide a mechanism for management oversight of these properties by Community Development (to include budget responsibilities for ongoing maintenance) with Public Works involved in a support roll to provide contract management for maintenance including mowing and removal of debris generated from yard waste and illegal dumping.

cc: Kenneth Jackson, Operations Manager
Kevin Heifferon, Building & Grounds Superintendent
Merrill Flood, Director Community Development



Mr. Thomas Moton, Jr.
Interim City Manager
200 West Fifth Street
Greenville, NC 27834

Dear Mr. Moton:

Learning recently of the resignation of Laura Searfoss, Neighborhood Liaison/Ombudsman brought a sense of resolute sadness to me and all who have been impacted by her great work during her short time as an extremely capable staffer for the city of Greenville.

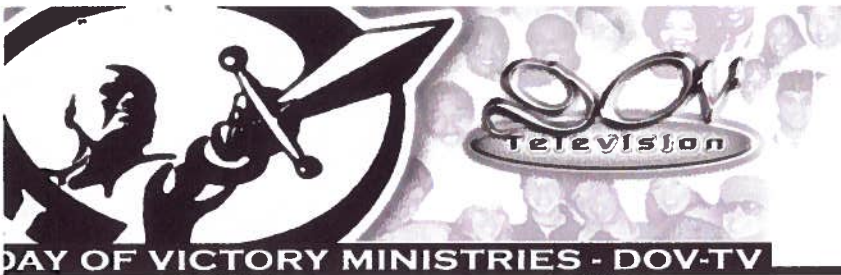
I returned to my hometown six years ago and was excited to learn of and participate in the first Citizen's Academy. As a result of that experience, I got to work (with the assistance of Cori Hines, former Neighborhood Liaison) and formed an association for The Oaks Neighborhood. Losing Cori was hard but hiring Laura calmed my fears. I soon found out that this dynamic young woman was not afraid of hard work and knew full well how to strengthen neighborhoods - (following up community concerns/providing answers in a timely manner, attending neighborhood meetings and activities, planning advisory board meetings, spearheading the Imagine: United Neighborhoods Symposium, helping the advisory board target its focus and develop an innovative 2012/13 work plan, assisting the Chair with media relations...) - and move us forward in our efforts to keep Greenville an attractive and vibrant place to live for *all* residents.

If the city is to accomplish the strategic goal of **neighborhood preservation** which is 'to develop strategies to protect and preserve neighborhoods through systematic approaches' (e.g. (a) an active association in every neighborhood and (b) addressing the historic district), it is imperative that we attract and **keep** employees with the personality and the ability to help us in this worthy effort. I have been told that there may be a hiring freeze that could leave Laura's position vacant for an indefinite period; I sincerely hope that is not the case.

This letter is simply my wish to express my sincere appreciation and deep gratitude for the opportunity to have served along side a person of Laura's caliber and my plea to the city to **not** become stagnate in its efforts to continue the work of neighborhood preservation. There is no denying that **great neighborhoods** are a key component of a **great city**.

Yours for great neighborhoods,

Brenda Diggs, President
The Oaks Neighborhood Association
The Neighborhood Advisory Board District #5
Community Appearance Commission Appointee



NOTES TO LAWYER
8/3/12
DAY OF VICTORY MINISTRIES
P.O. BOX 1059
WINTERVILLE, NC 28590
252-355-7046
WWW.DOV.M.ORG

July 23, 2012

Dear Sir/Madam,

I'm William Harvey, Director of "Holla Back" Youth Outreach. Our mission is to effect positive change among the youth of eastern N.C. With the increase of gang violence and drug activity, our organization sees the urgency for direct interventions such as the event we're planning on September 15th, 2012 as part of a regional tour. This fun filled family day will take place at the Eppes Recreational Center in the West Greenville and Moorewood community area.

This is a community event composed of secular and non-secular artists and speakers unified with one message "Stop The Violence". Sponsored by Holla Back Youth Outreach, Day Of Victory Ministries & DOV-TV, A-Camp Productions, The IGCC, and Greenville Recreation & Park. This event will give the communities youth an opportunity to examine the impact of youth violence on their lives thru music, speakers, activities, and in written form by communicating better ideas, choices, and options to change our culture of violence. The tour will also provide resources and info for victims of violence.

By encouraging the communities youth to make personal commitments to do something about the problem, the tour ultimately seeks to empower them to break the cycles of violence in their homes, schools and neighborhoods.

We are asking citizens and/or organizations to please be a part of bringing good change to Greenville by donating your products, gift certificates, and/or your participation as we're in the planning process. As you donate, your organization will be recognized in literature and ads distributed for and during this event. Contact us today to confirm your donation and/or for more info on how to participate.

We thank you for partnering with us in empowering the youth to become a positive influence and productive citizens in our community.

Sincerely,

William Harvey

Director

Holla Back Youth Outreach

hollabacknation@gmail.com

252-355-7046