

NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *BL*

DATE: April 17, 2013

SUBJECT: Materials for Your Information

Please find attached the following material for your information:


1. A memo from Dave Holec, City Attorney, to the Neighborhood Advisory Board, regarding the draft amendment to the Neighborhood Advisory Board Ordinance
2. A memo from Bernita Demery, Financial Services Director, regarding the Major Fund Financial report as of March 31, 2013
3. A copy of the Recreation and Parks monthly reports for February, March and April
4. A memo from Chris Padgett, Assistant City Manager, regarding special event permits recently approved

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Attachments

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

TO: Ann Maxwell, Chair
Neighborhood Advisory Board Members
Seth Laughlin, Interim Neighborhood Liaison/Ombudsmen

FROM: David A. Holec 
City Attorney

DATE: April 17, 2013

SUBJECT: Draft Amendment to Neighborhood Advisory Board Ordinance

At its April 8, 2013, meeting, City Council directed that an amendment for Council consideration be prepared which would (1) add an additional requirement for a Neighborhood Association to participate as Liaison Members and Board Members of the Neighborhood Advisory Board that the Neighborhood Advisory Board is required to be inclusive and (2) delete the limitation that there be only one Neighborhood Association per neighborhood. Council also directed that this amendment is to be reviewed by the Neighborhood Advisory Board.

The amendment required is an amendment to the definition of a Neighborhood Association contained in Section 2-3-81 of the Greenville City Code.

Below is the following:

- 1) Current definition of Neighborhood Association within Section 2-3-81 of the City Code.
- 2) Draft amendment labeled as Option One which provides that residents (including residents who are property owners and residents who are renters) are to be allowed to be full and equal members of the Neighborhood Association commencing immediately when the resident starts to reside in the neighborhood. The added language is shown in red and the stricken language is shown by strike-through.
- 3) Draft amendment labeled as Option Two which provides that property owners and residents (including residents who are renters) are to be allowed to be full and equal members of the Neighborhood Association commencing immediately when the property owner assumes ownership and when the resident starts to reside in the neighborhood. The added language is shown in red and the stricken language is shown by strike-through. The language which is different in Option 2 from Option 1 is shown in green.

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CURRENT DEFINITION WITHIN SECTION 2-3-81

Neighborhood association. An organized group of residents within a specific neighborhood within the corporate limits of the city and that operates under a formal association bylaws, holds at least two board or membership meetings a year, has elected officers, maintains records of meetings, maintains an association membership roster, and has placed on file with the

Neighborhood Liaison/Ombudsman a current set of bylaws and amendments and a list of current officers. There shall be only one neighborhood association for each neighborhood.

OPTION ONE - Inclusiveness of Residents (Including Property Owners and Renters)

Neighborhood association. An organized group of residents within a specific neighborhood within the corporate limits of the city and that **is inclusive in its membership**, operates under a formal association bylaws, holds at least two board or membership meetings a year, has elected officers, maintains records of meetings, maintains an association membership roster, and has placed on file with the Neighborhood Liaison/Ombudsman a current set of bylaws and amendments and a list of current officers. **A Neighborhood Association is inclusive in its membership when it (1) allows all residents living in the neighborhood, including residents who are property owners and residents who are renters, to participate in the Neighborhood Association as full and equal members commencing immediately when the resident starts to reside in the neighborhood and (2) does not have any different standards for property owners and renters in eligibility requirements, voting rights, dues levels, or any other matter relating to membership. Notwithstanding the foregoing, a Neighborhood Association may, without adversely impacting its status of being inclusive in its membership, (1) limit membership to persons who are eighteen (18) years or older, (2) limit the right of members to vote to one (1) person or another number of persons for each dwelling unit, and/or (3) require the payment of dues, fees, and other charges by all members provided that the required total payment for a member shall be no more than \$50 annually. ~~There shall be only one neighborhood association for each neighborhood.~~**

OPTION TWO - Inclusiveness of Residents (Including Renters) and Property Owners

Neighborhood association. An organized group of residents and property owners within a specific neighborhood within the corporate limits of the city and that **is inclusive in its membership**, operates under a formal association bylaws, holds at least two board or membership meetings a year, has elected officers, maintains records of meetings, maintains an association membership roster, and has placed on file with the Neighborhood Liaison/Ombudsman a current set of bylaws and amendments and a list of current officers. **A Neighborhood Association is inclusive in its membership when it (1) allows all property owners owning property in the neighborhood and all residents living in the neighborhood, including residents who are renters, to participate in the Neighborhood Association as full and equal members commencing immediately when the property owner assumes ownership and the resident starts to reside in the neighborhood and (2) does not have any different standards for property owners and renters in eligibility requirements, voting rights, dues levels, or any other matter relating to membership. Notwithstanding the foregoing, a Neighborhood Association may, without adversely impacting its status of being inclusive in its membership, (1) limit membership to persons who are eighteen (18) years or older, (2) limit the right of members to vote to one (1) person or another number of**

persons for each dwelling unit with a resident having priority when determining who may vote, and/or (3) require the payment of dues, fees, and other charges by all members provided that the required total payment for a member shall be no more than \$50 annually. ~~There shall be only one neighborhood association for each neighborhood.~~

cc: Mayor and Council Members
Barbara Lipscomb, City Manager
Merrill Flood, Community Development Director



**FROM THE OFFICE OF THE
DIRECTOR OF FINANCIAL SERVICES
MEMORANDUM**

TO: Barbara Lipscomb, City Manager
Christopher Padgett, Interim City Manager

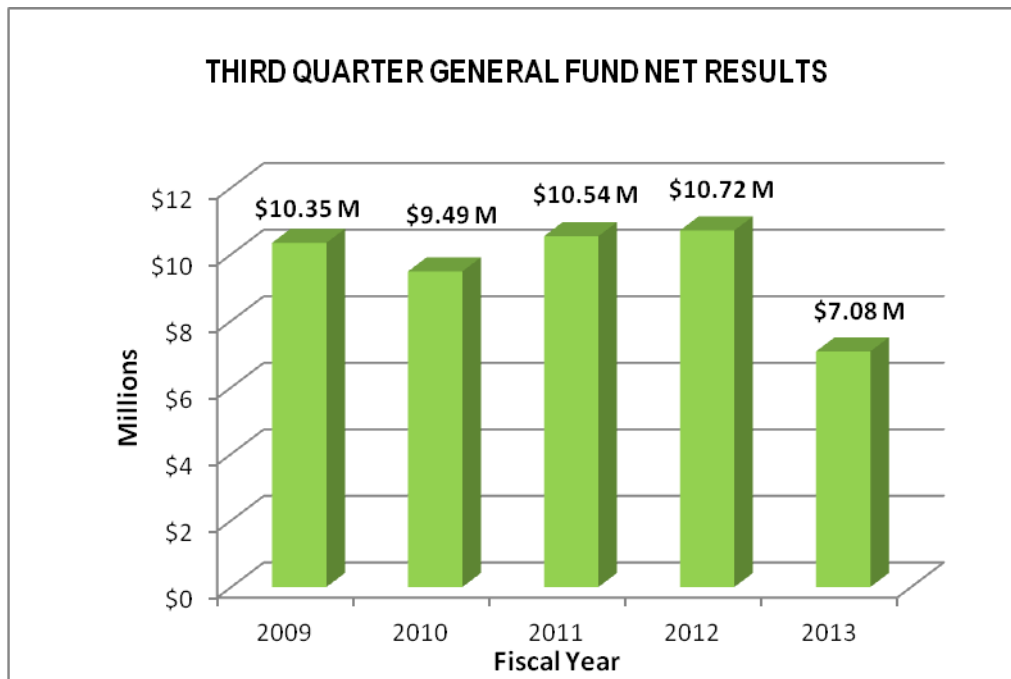
FROM: Bernita Demery, CPA, MBA, Director of Financial Services *BWD*

DATE: April 12, 2013

SUBJECT: Major Fund Monthly Financial Report – As of March 31, 2013

Attached is the financial report for the month ending March 31, 2013. Report data reflects the nine months (75%) of fiscal year (FY) 2013. Unexpected and/or significant variances greater than (+/-10%) will be noted. Departments should continue to use the monthly budget exception report, which is available to review and ensure spending is in compliance with budget restrictions.

GENERAL FUND SUMMARY AS OF MARCH 31, 2013					
	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET
REVENUES	\$56,048,792	\$60,088,172	\$(4,039,380)	-7%	\$77,846,429
EXPENSES	\$48,968,142	\$49,371,931	\$ (403,789)	-1%	\$77,846,429
NET	\$ 7,080,650	\$10,716,241	\$(3,635,591)	-34%	



- The year-to-date net results indicate a decrease of 34%. This variance is due to a combination of reduced revenues and expenditures as discussed below.

GENERAL FUND REVENUE BY TYPE SUMMARY AS OF MARCH 31, 2013						
TAXES & FEES	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET	% REC/ SPENT
PROPERTY	\$28,261,682	\$29,598,502	\$(1,336,820)	-5%	\$29,312,043	96%
SALES	8,323,606	8,547,523	(223,917)	-3%	14,663,439	57%
UTILITIES	4,050,708	4,117,188	(66,480)	-2%	5,540,166	73%
MOTOR VEHICLE	650,591	684,194	(33,603)	-5%	880,925	74%
INSPECTION	496,317	586,311	(89,994)	-15%	694,700	71%
RESCUE	2,072,004	1,674,676	397,328	24%	3,062,835	68%
RECREATION	1,316,816	1,425,076	(108,260)	-8%	1,314,300	100%
INVESTMENTS	972,435	1,196,782	(224,347)	-19%	1,767,095	55%
GUC TRANS. IN	4,160,885	4,187,908	(27,023)	-1%	6,098,806	68%
POWELL BILL	2,171,367	2,125,754	45,613	2%	2,157,640	>100%
SUBTOTAL	52,476,411	54,143,914	(1,667,503)	-3%	65,491,949	80%
ALL OTHER REV.	3,502,381	4,870,129	(1,367,748)	-28%	12,054,480	29%
TRANSFERS	70,000	1,074,129	(1,004,129)	-93%	300,000	23%
SUBTOTAL	3,572,381	5,944,258	(2,371,877)	-40%	12,354,480	29%
TOTAL	\$56,048,792	\$60,088,172	\$(4,039,380)	-7%	\$77,846,429	72%

- The year-to-date decline within Property Taxes is due to decreased property assessments and the related tax rate for the current fiscal year. This decline is directly in line with budget expectations, as a result of the 6.7% reduction in assessed value. Therefore, Property Tax is expected to meet budget at the end of the fiscal year.
- The Sales Tax revenue has decreased three percent due to the timing of Sales Tax refunds. The levels of State Tax refunds have been higher this year compared to the prior year; however Sales Tax is expected to meet budget at the end of the year.
- The Year-to-date decrease of 15% in Inspections is primarily due to lower construction projects for the year. Although this revenue is down at this point in the year, Inspections revenue is expected to meet the budget estimate for the year.
- Rescue revenue has increased 24% due to the increased amount of Medicaid reimbursements received this year along with the normal increase in calls for service.
- The year-to-date Investment Earnings decreased 19% as a result of reductions in interest rates and coupon payments compared to the prior year. Investment earnings revenue is not expected to meet the budget at the end of the year, as the rates have continued to be at all time lows. Please refer to the quarterly investment report for a detailed analysis of investment / cash as of March 31, 2013.
- Other Revenues decreased 28%, primarily due to closing of Bradford Creek Golf Course's deficit into General Fund and grant-related revenues, which vary depending on the amount of grants applied for and the timing of, grant reimbursements.

- The year-to-date variance in Transfers revenue depends on specific needs at a given time. In the prior year, \$680,000 was transferred in from the New Technology for Public Capital Project Fund to participate in the Pitt County program to convert all radio systems from wide-band frequency range to narrow-band frequency range.

GENERAL FUND EXPENSE BY TYPE SUMMARY AS OF MARCH 31, 2013				
TYPE	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE
PERSONNEL	\$ 33,709,045	\$ 34,109,572	\$ (400,527)	-1%
OPERATIONS	9,859,572	10,336,293	(476,721)	-5%
CAPITAL OUTLAY	119,115	216,317	(97,202)	-45%
CAPITAL IMPROVEMENTS	2,567,855	2,247,530	320,325	14%
INDIRECT COST REIMB.	(760,929)	(451,016)	(309,913)	69%
TRANSFERS	3,473,484	2,913,235	560,249	19%
TOTAL	\$ 48,968,142	\$ 49,371,931	\$ (403,789)	-1%

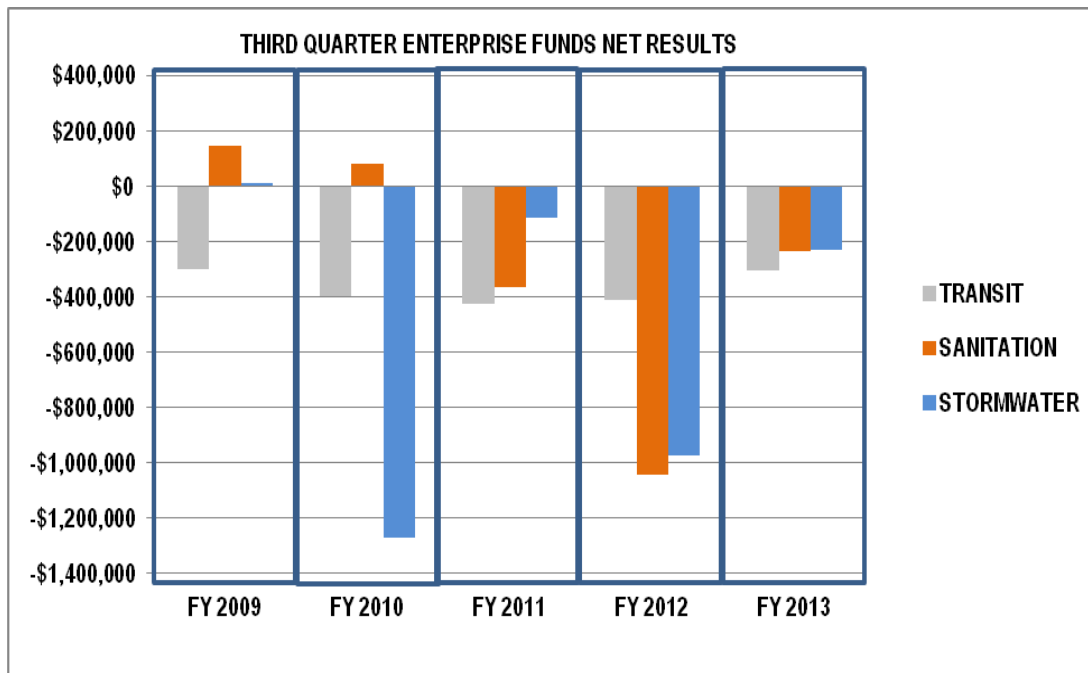
The expense category by type is relatively flat when comparing current year-to-date to prior year, decreasing by one percent. Each category (Personnel, Operations, Capital Outlay, etc.) fluctuates due to the timing of payment for various items and the number of payrolls included. A brief explanation is provided below:

- **CAPITAL OUTLAY & IMPROVEMENTS:** These costs will vary depending on department needs, the timing of purchases, and project activity. The variance in Capital Outlay is largely due to a contract entered by the Police Department to enhance personnel selection, recruitment and community training along with purchase of required equipment, furniture and fixtures in the prior fiscal year. The Capital Improvements variance is primarily due to projects related to Norfolk Southern Railroad Bridge Painting Project and conversion to 700 MHZ Radio System by Public Safety.
- **INDIRECT COST REIMBURSEMENT:** The year-to-date variance is due to Council's decision to recover 50% of costs spent for Sanitation services.
- **TRANSFERS:** The increase in year-to-date transfers is a result of establishing the Dream Park Capital Project Fund and the first principal and interest payment towards the 2012 Bond Issuance.

GENERAL FUND EXPENSE BY DEPARTMENT SUMMARY AS OF MARCH 31, 2013						
	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET	% REC/ SPENT
MAYOR & COUNCIL	\$ 266,904	\$ 312,525	\$ (45,621)	-15%	\$ 308,647	86%
CITY MANAGER	670,182	769,657	(99,475)	-13%	1,291,018	52%
CITY CLERK	163,571	153,617	9,954	6%	271,798	60%
CITY ATTORNEY	321,938	315,681	6,257	2%	446,673	72%
HUMAN RESOURCES	1,442,158	1,530,978	(88,820)	-6%	2,518,492	57%
INFORMATION TECH.	1,925,013	1,661,970	263,043	16%	2,965,501	65%
FIRE/RESCUE	9,179,167	9,264,335	(85,168)	-1%	13,433,175	68%
FINANCIAL SVCS.	1,752,032	1,748,617	3,415	0%	2,354,342	74%
CONTINGENCY	-	-	-	0%	141,440	0%
OPEB CONTRIBUTION	300,000	250,000	50,000	20%	300,000	100%
POLICE	15,682,044	15,934,510	(252,466)	-2%	22,860,833	69%
RECREATION & PARKS	4,982,157	5,383,866	(401,709)	-7%	7,412,772	67%
PUBLIC WORKS	5,822,812	6,115,939	(293,127)	-5%	10,320,464	56%
COMM. DEVELOPMENT	1,179,752	1,220,488	(40,736)	-3%	1,745,184	68%
SUBTOTAL	43,687,730	44,662,183	(974,453)	-2%	66,370,339	66%
CAPITAL IMPROV.	2,567,857	2,247,529	320,328	14%	5,789,492	44%
TRANSFERS	3,473,484	2,913,235	560,249	19%	6,701,170	52%
INDIRECT COST	(760,929)	(451,016)	(309,913)	69%	(1,014,572)	75%
TOTAL	<u>\$ 48,968,142</u>	<u>\$ 49,371,931</u>	<u>\$ (403,789)</u>	<u>-1%</u>	<u>\$ 77,846,429</u>	<u>63%</u>

Overall, departmental spending was within expected limits as a percentage of budgets as of March 31, 2013. Compared to prior year, total expenses have decreased by one percent. At this point, departments are expected to come within their respective budgets this fiscal year. Variances by departments that are greater than +/- 10% are noted below:

- **Mayor and City Council:** The year-to-date decrease is mainly due to the absence of Election expenses that were incurred in the prior year.
- **City Manager:** The year-to-date decrease of 13% is due to personnel changes within the department.
- **Information Technology:** The year-to-date increase is primarily due to filling the vacant manager positions.
- **OPEB contribution:** The year-to-date increase of 20% is a result of City Council's decision to phase in a gradual increase in OPEB contribution in the upcoming years by \$50,000 beginning this fiscal year. This increase will continue incrementally to \$500,000 in FY 2017.
- **Capital Improvements / Transfers / Indirect Cost:** Please refer to page-3 for explanations on these categories.



TRANSIT FUND SUMMARY AS OF MARCH 31, 2013						
	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET	% REC./ SPENT
REVENUES						
INTERGOV'T	\$ 772,632	\$ 586,716	\$ 185,916	32%	\$ 2,382,279	32%
SALES AND SERVICES	279,605	230,730	48,875	21%	277,006	>100%
TRANSFERS IN	84,804	-	84,804	100%	84,804	100%
APPRO. FUND BAL.	-	-	-	0%	490,498	0%
TOTAL REVENUES	\$ 1,137,041	\$ 817,446	\$ 319,595	39%	\$ 3,234,587	35%
EXPENSES						
PERSONNEL	\$ 697,000	\$ 678,999	\$ 18,001	3%	\$ 922,309	76%
OPERATIONS	318,419	363,766	(45,347)	-12%	828,300	38%
CAPITAL OUTLAY	425,231	186,065	239,166	>100%	445,937	95%
CAPITAL IMPROV.	-	-	-	0%	1,038,041	0%
TOTAL EXPENSES	\$ 1,440,650	\$ 1,228,830	\$ 211,820	17%	\$ 3,234,587	45%
NET	\$ (303,609)	\$ (411,384)	\$ 107,775	-26%		

Overall, the Transit Fund's activity is contingent on the annual grant funds, State and Federal that are approved based on project activity.

- This fund's total bottom-line reflects an improvement in the deficit by 26%. This is mainly due to increase in intergovernmental revenues (grant reimbursements); which are credited back to the fund after relative expense activity occurs. This increase was due to higher receipts from the State Maintenance Assistance Program.
- The increase in Sales and Services is a result of higher ridership, resulting in an increased number of tickets sold.
- Operations decreased by 12% due to lower expenses for Fleet Labor and Maintenance & Repairs during the current fiscal year.

- Capital Outlay has increased primarily due to purchases related to the remaining American Reinvestment Recovery Act provided funds for new bus shelters and replacement garage equipment needed to maintain the GREAT buses, and vehicle spare parts.

SANITATION FUND SUMMARY AS OF MARCH 31, 2013						
	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET	% REC./ SPENT
REVENUES						
INTERGOV'T	\$ 19,912	\$ -	\$ 19,912	0%	\$ 10,480	0%
REFUSE FEES	4,174,495	3,480,727	693,768	20%	6,865,640	61%
SALES / SERVICES	228,238	97,749	130,489	>100%	155,000	>100%
OTHER INCOME	50,408	54,636	(4,228)	-8%	60,000	84%
TRANSFERS IN	-	-	-	0%	139,163	0%
APPRO. FUND BAL.	-	-	-	0%	104,929	0%
TOTAL REVENUES	\$ 4,473,053	\$ 3,633,112	\$ 839,941	23%	\$ 7,335,212	61%
EXPENSES						
PERSONNEL	\$ 2,502,173	\$ 2,891,560	\$ (389,387)	-13%	\$ 3,855,414	65%
OPERATIONS	1,596,071	1,438,003	158,068	11%	2,287,723	70%
CAPITAL OUTLAY	-	-	-	0%	34,500	0%
CAPITAL IMPROV.	46,290	93,888	(47,598)	-51%	303,614	15%
TRANSFERS OUT	561,781	251,868	309,913	>100%	853,961	66%
TOTAL EXPENSES	\$ 4,706,315	\$ 4,675,319	\$ 30,996	1%	\$ 7,335,212	64%
NET	\$ (233,263)	\$ (1,042,207)	\$ 808,945	-78%		

- The Sanitation Fund experiences a one-month lag in receiving revenues. The increase in the Refuse Fees income and Sales and Services is due to the adoption of increased rates for this fiscal year. The Cart and Dumpster receipts and the sale of roll-out carts have increased as the citizens are converting from back yard to front yard service.
- The year-to-date decline in Personnel Expense is due to vacant positions and decreased Worker's Compensation Loss costs. The year-to-date Operations expenses have increased due to higher Fleet Service Cost – Fixed, Maintenance & Repair expenses, and General Liability Insurance.
- The year-to-date Capital Improvement variance is due to the construction of Multi-family recycling centers in the prior year. Transfers Out includes the reimbursement to the General Fund for Indirect Costs. These costs have increased compared to last year based on Council's decision to recover 50% of costs.

STORMWATER FUND SUMMARY AS OF MARCH 31, 2013						
	2013 YTD	2012 YTD	\$ CHANGE	% CHANGE	2013 BUDGET	% REC./ SPENT
REVENUES						
STORMWATER FEES	\$ 2,056,604	\$ 2,072,981	\$ (16,377)	-1%	\$ 3,182,587	65%
OTHER INCOME	4,508	-	4,508	100%	-	0%
APPRO. FUND BAL.	-	-	-	0%	689,841	0%
TOTAL REVENUES	\$ 2,061,112	\$ 2,072,981	\$ (11,869)	-1%	\$ 3,872,428	53%
EXPENSES						
PERSONNEL	\$ 1,310,713	\$ 1,354,087	\$ (43,374)	-3%	\$ 1,504,912	87%
OPERATIONS	183,764	294,680	(110,916)	-38%	502,918	37%
CAPITAL IMPROV.	500,230	286,587	213,643	75%	1,197,096	42%
TRANSFERS OUT	299,350	1,110,849	(811,499)	-73%	667,502	45%
TOTAL EXPENSES	\$ 2,294,057	\$ 3,046,203	\$ (752,146)	-25%	\$ 3,872,428	59%
NET	\$ (232,945)	\$ (973,222)	\$ (764,015)	79%		

- The Stormwater Fund also experiences a one month lag in receiving revenues. Stormwater Fees are relatively flat compared to the prior year. "Other Income" reflects income from the sale of recycling material.
- The year-to-date operating expenses have dropped due to reduction in expenses for maintenance & repairs, supplies & material and fuel, all of which are results of timing differences in various capital projects.
- The Capital Improvement variance is primarily due to ongoing capital projects that vary between years. The year-to-date variance is primarily due to the Storm Drainage Maintenance Improvement Project. A major variance in Transfers was due to the transfer of funds budgeted for the Stormwater Management Capital Improvement Project to a separate fund for those projects in Fiscal Year 2012. Other transfers included \$36,000 to complete the design based on the drainage study for the Eastwood and Lakewood neighborhoods and \$80,170 to fund a change order for pond repairs due to storm damage in the prior year.

MONTHLY REPORT



FEBRUARY 2013

DIRECTOR

- Director attended 65th Annual Parks & Recreation Director's Conference in Durham on 1/23-25.
- Senator Kay Hagan recently introduced the Community Parks Revitalization Act (CPR) to establish a program for the rehabilitation of critically needed parks, recreational areas, and facilities. If it is passed, CPR could be a good source of matching funds for South Greenville Rec Center rehab.
- Schneider Electric provided utility cost-saving improvements to the administrative offices and arts center as part of their City-wide initiative.
- Department's spring/summer brochure has been distributed to various businesses and facilities across Greenville.
- The 2013 issue of Glimpse magazine, an annual publication of the Chamber of Commerce, includes "Greenville's Astonishing Gift to the Future," an article about the many ways the community has contributed to the work of its recreation and parks department.
- Work is continuing with ECU Department of Nutrition and *Greenville Harvest* on community gardens; new garden is being installed on the west side of Thomas Foreman Park.



In February...

- 2/1 "Go Bold!" Watercolor Workshop with Linda Griffin begins.
- 2/2 City of Greenville hosting Special Olympics (SO) NC Basketball Tournament at Eppes Recreation Center, North Pitt HS and the Belvoir Hwy Boys & Girls Club.
- 2/2 SO cheerleading squad competing in a tournament with EC Cats.
- 2/4 Spring Softball team packet pick-up begins.
- 2/4 Sunday in the Park Vendor proposals accepted until 2/22.
- 2/6 Youth Soccer Skills Clinic begins at the Sports Connection.
- 2/9 Delta Sigma Theta hosting a Community Health Fair at Eppes Recreation Center.
- 2/13 Specialized Recreation Valentine's Day Dance at C.M. Eppes Middle School from 6:00-8:00 PM.
- 2/13 Free physicals at the Drew Steele Center for Special Olympic athletes.
- 2/16 The Black History Quiz Bowl at 9:00 AM at Lakeforest Elementary School.
- 2/16 SO basketball players attending an ECU game together.
- 2/19 Couch to 5k program begins at Boyd Lee Park.
- 2/23 SO 3-on-3 teams competing in mini-tournament with the Caswell Center in Lenoir County.
- 2/24 Annual Cultural Arts Day at the Center for Arts & Crafts.

PARKS DIVISION

PARKS SUPERINTENDENT

1. Staff in-service training conducted at the BET Center. New members of the Employee Advisory Committee were selected, and training was held on a variety of topics.
2. Continued to represent the department in the Schneider Electric energy conservation meetings. Steve Warner is coordinating the day-to-day installation effort.
3. ECU Intern Brett Kelly started work with the department and will spend 12 weeks working in various positions throughout the Parks Division.
4. Continued to work with RTD Associates to develop specifications for the GAFC roof work so repairs can be bid.
5. Met with representatives from the Disability Advocates Center, including Bob Thompson, to review our efforts to make the Recreation and Parks buildings ADA compliant.
6. Performed 30% plan review on the South Tar Greenway plan set at Public Works.

PARKS MAINTENANCE

1. Setup and support for the Beast of the East soccer tournament at Bradford Creek Soccer Complex on 1/26. (Ultimately postponed due to weather).
2. Landscape Crews - performed storm prep for winter storm event and currently edging all concrete sidewalks and curbing.
3. Re-lamped River Birch Tennis Center tennis courts.

RIVER PARK NORTH

- January Activities:
 1. 1 shelter rental, attendance 30
 2. 1 group/private program, attendance 20, (Boy Scout Service Project)
 3. 8 public programs, total attendance 64 (Fairy Houses, Kids Night Out, Project WILD, and more)
- January Highlights:
 1. RPN received a \$1,200 grant from Vidant Medical Center for the *Prescription for Play* project.
 2. Jordan Pierce began his Eagle Scout project; improving 400 feet of pond front.
 3. Staff began construction of 2 new amenities for kids, a Fairy Village and an Arbor Run.



Eagle Scout Project - In Progress

- In February:
 1. 1 group/private program, anticipated attendance 20 (Boy Scout service project).
 2. 9 public programs (Project CATCH, Frogwatch, Full Moon Hike, Chick-Fil-A Family Night, Community Tree Day, etc.).
 3. 2 classroom rentals, anticipated attendance 50.

PARKS PLANNING

1. Drew Steele Center - The final PARTF reimbursement request was submitted in early January, and final payment is anticipated in early February.
2. Dream Park Improvements - A construction contract was executed with Burney & Burney Construction, Inc. for the sprayground installation. The equipment was purchased

separately. Applied for building permits for the construction of the restroom and mechanical building. Anticipate receiving all permits in early February. Executed a design contract with Hite Associates, PC for the engineering of the sprayground. Drawings will be completed and submitted to the Pitt County Health Department in February; the review process will take up to 30 days.

3. Eppes Recreation Center – Contracted with Hite Associates, PC to develop construction documents for restroom, kitchen and plumbing improvements. A design meeting was held on 1/9 to discuss the project scope and budget. Enviro Assessment East, Inc. completed asbestos testing on the gym flooring and acoustical panels. Abatement for the floor replacement must be done prior to installing the new gym floor.

PARKS COORDINATOR

- Work Orders: Submitted - 21, Completed - 52, Pending - 46
 1. Labor Hours - 1,710
 2. Labor Costs - \$26,157
- “Bigger Expense” Items (hours and labor)
 1. Athletic Field Prep - 355 hrs. - \$6,137
 2. Custodial - 697 hrs. - \$9,954
 3. Mowing - 0 hrs. - \$0
 4. Litter/Trash Pickup - 378 hrs. - \$5,408
 5. Landscaping - 24 hrs. - \$307
- Vandalism
 1. H. Boyd Lee Park - graffiti on the park restroom

BRADFORD CREEK PUBLIC GOLF COURSE

1. January revenues of \$35,038 vs. January 2012 revenues of \$33,974.
2. Had 18 weather-affected days in January 2013 vs. 12 in January 2012.
3. Bradford Creek received the sustainability report and operational recommendations from Convergence Golf Management. City Council has asked the City Manager to develop a plan to move forward.

RECREATION DIVISION

EPPES RECREATION CENTER / THOMAS FOREMAN PARK

1. *Motivating Youth Toward Excellence* (MYTE) program continues M-F, 4:30-5:30 PM.
2. Youth drumming classes continue on T & TH and piano on M,W,F at 4:30 PM.
3. Youth basketball plays M-TH from 3:30-6:30 PM for ages 5-14. Includes teams composed of neighborhood, PAL, and Intergenerational Center children. Season ends on 2/21.

SOUTH GREENVILLE RECREATION CENTER

1. Adult league basketball games M-TH nights from 7-10 PM.
2. Basketball Skills & Drills held every Mon. from 4:30-6:30 PM for girls and boys ages 7-16.
3. Partnered with the Iota Kappa Omega Chapter (IKO) of Alpha Kappa Alpha Sorority to host a Career Fair and Town Hall meeting on 1/20.
4. Jackie Robinson Baseball League displayed its first 20 years of historical materials at South Greenville on 1/21 and donated the collection to Joyner Library at ECU.

SPECIALIZED RECREATION

1. Special Olympics basketball team traveled to Chapel Hill for a tournament on 1/5.

SENIOR ADULT SERVICES

1. 15 seniors attended Jekyll & Hyde Musical at the Durham Performing Arts Ctr on 1/12.

2. Beginner, intermediate and advanced bridge classes started new sessions, 62 participants. Classes meet at the Drew Steele Center.
3. Southside and Moyewood Senior Clubs, both local chapters of the North Carolina Association of Senior Citizen Clubs (NCASCC), began their monthly business meetings for the 2013 year at Eppes Recreation Center.
4. Senior bingo resumed in January and meets the second Monday of each month. Average attendance is 55.

CENTER FOR ARTS AND CRAFTS

1. Programs that started in January include: Adult - Tap Dancing, Drawing & Painting, Creative Sewing, Fix & Finish Watercolor, Wheel Throwing 101, and The Best of Both Worlds ceramic class. For the Youth: Ballet & Tap, Let it Snow Clay, Valentine's Clay, and Winter Wiggle preschool class.

ADULT ATHLETICS

1. Basketball season started on 1/2 with 20 teams. Games at Boyd Lee Park and South Greenville. 60 games were played in January.
2. Registration packet pick-up began for Futsal (indoor soccer) and Kickball on 1/14 for team managers and interested players.

YOUTH ATHLETICS

1. Youth basketball at Boyd Lee Park and Drew Steele Center began on 1/5.
2. Held basketball clinics at Boyd Lee Park on 1/6 & 1/13; 40 participants at each clinic.
3. Due to the decrease in parking capacity at Bradford Creek Soccer Complex, staff worked to come up with alternative schedules for the upcoming Spring Future Stars season which begins in March.



RIVER BIRCH TENNIS CENTER

1. Winter QuickStart (ages 5-10) & Winter After School (ages 11-18) tennis ongoing weekday afternoons; 46 participants registered.
2. New Adult Flex Tennis season began on 1/28; 31 adults registered in 4 different divisions.
3. Chris Hinson attended the NC Tennis Association's NC Tennis Weekend at Pinehurst Resort on 1/25-26. Weekend included tournament directors' workshop, Jr. Team Tennis committee meeting and USPTA-NC workshop.

DREW STEELE CENTER/ELM STREET CENTER/BET BUILDING

1. Men's Exercise (pick-up basketball) was M-TH; 52 participants registered.
2. Youth basketball games were played for ages 13-18.
3. 6 BET rentals, 1 rental at the Drew Steele Center.
4. Accepting registration for the spring sessions of gymnastics and cheerleading.

SPORTS CONNECTION

1. 1,832 tokens sold.
2. 3 birthday parties held.
3. January attendance: 2,988.
4. Parent and child batting league began with 13 teams.
5. Accepting registration for group batting lessons and the Ronald Vincent Sunday batting clinics.

GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

MEMBERSHIP

1. 103 new members joined in January.
2. Monthly attendance: 6,635 visits.
3. Offering a membership special in February for Healthy Heart Month. No application fee, join for 1 month, 3 months, or a year.

WELLNESS

1. GAFC Advisory Committee rotates 2 members off (Deborah Hunter and Rodney Coles, Sr.) and welcomes 2 new members (Karen Turnage and Pam Dorsey). Members serving an additional year are Mary Holt and Amber Berbert. Members serving an additional 2 years are Sam Uzzell, Robert Beardsworth and Rob Jones.
2. Mike Godwin and Barbara Avery maintained instructor status with the American Red Cross. This allows us to offer in-house training for all part-time staff, keeping everyone current with their CPR/AED & First Aid skills every January and February.
3. GAFC welcomes 7 Exercise Science Interns for the spring semester.
4. Spring 2013 Fitness Study is underway. 50 persons registered.
5. Lunch and Learn Held on 1/23. Topic was Cancer Prevention conducted by Dr. Heather White, Medical Oncologist with Physicians East; 34 in attendance.



Respectfully submitted,

A handwritten signature in black ink, reading "Gary N. Fenton".

Gary N. Fenton, Director of Recreation and Parks



Fairy House Program at River Park North



Project Aquatic WILD Training at River Park North

MONTHLY REPORT



MARCH 2013

DIRECTOR

- GRPD is partnering with the (new) local chapter of AMBUCS (American Business Clubs) to host a "Bike Day" for people with special needs on Saturday, March 9, at Jaycee Park. Participants will be fitted for a special "Amtryke," bikes specifically designed for those with special needs. Ambucs focus is on "creating mobility and independence for people with disabilities," and the local chapter will be raising money to purchase 20 of these bikes for distribution to Saturday's participants.
- "Teen Center" Lease Update: The Park Superintendent & Director hosted an "open house" at the Perkins Building on 2/26 to allow potential lessees to inspect the facility. It is important that the chosen lessee goes into the lease with a full understanding of the current conditions and their responsibilities to address them. An RFP announcement will be published 3/11/13, with a deadline for submission of a statement of interest by 3/22/13. A committee is being established to evaluate proposals.
- Cooperation continues with the *West Greenville Community Garden Network (WGCGN)* in regard to establishing community gardens in West Greenville. In addition to a garden site at the Dream Park, there is now one being developed at Thomas Foreman Park.
- Staff are working to develop a proposal for City Council regarding the recommendations of the golf course consultant, as to which and to what degree those recommendations should be instituted at Bradford Creek. Course operations will be one of two topics considered at City Council's March 25th workshop.



In March...

- 3/2 Future Stars practices begin
- 3/3 & 10 Batting Clinics at the Sports Connection
- 3/4 & 6 Girls Middle School softball games at Elm Street Park
- 3/7 1-3 PM, GAFC hosting a Pickleball Clinic with a USA Pickleball Ambassador to teach rules and proper techniques.
- 3/7 Adult Softball Umpire Clinics begin
- 3/8-10 SWAC Basketball Tournament at DH Conley High School
- 3/9 Special Olympics Cheerleading will compete in Charlotte
- 3/9 Bike Day at Jaycee Park – in cooperation with American Business Clubs
- 3/11 Adult Futsal (indoor soccer) begins
- 3/16 SO basketball will play in a tournament in Smithfield
- 3/16 Shamrock Showdown softball tournament and homerun derby at Boyd Lee Park
- 3/16 Youth Soccer games begin
- 3/17 Adult Kickball begins at Evans Park
- 3/18 Summer Camp registration opens.
- 3/18 South Greenville's *Fitness Boot Camp* begins.
- 3/23 Southern Softball Tournament at Boyd Lee Park
- 3/23 Special Populations Prom at the Boys & Girls Club

- 3/23 Senior trip to Durham to see the musical *Anything Goes!* The trip is sold out.
- 3/26 Youth Flag Football at S. Greenville begins practice. Game days will be T& TH, 4:30-5:30 PM.
- 3/27 Annual COG/GUC Health Fair, Drew Steele Center
- 3/27 Specialized Recreation Easter Egg Hunt at Boyd Lee Park

PARKS DIVISION

PARKS SUPERINTENDENT

1. Met with FROGGS and engineers at Public Works to discuss latest updates on new greenway construction.
2. Schneider Electric is installing various devices to reduce energy and water use in park facilities.
3. Specifications for the replacement of a roof section at the Aquatics and Fitness Center are completed. This project will be bid in March.
4. Golf Advisory Committee met at Bradford Creek Public Golf Course.

PARKS MAINTENANCE

1. Setup and support provided for Community Tree Day at River Park North and for Special Olympics basketball tournament at Eppes.
2. Landscape Crews - fall and winter projects scheduled and edging concrete sidewalks and curbing completed.
3. Small construction projects completed: replaced back stop pads at Guy Smith Stadium, hand rail and doors painted at Boyd Lee Park gym, roof repairs completed at Arts & Crafts Center, picnic tables - assembled, installed, secured and ADA compliance items addressed at various picnic shelters, and new concrete pad poured for Optimist 2 Shelter.

RIVER PARK NORTH

- **February Activities:**
 1. 1 classroom rental, attendance 25
 2. 1 campsite reservation, attendance 2
 3. 5 group/private programs, total attendance 81, (ECU Career Day, Calvary Church, Boy Scout Service Projects, Bird Club)
 4. 6 public programs, total attendance 215 (Community Tree Day, Chick-Fil-A Family Night, Project CATCH, and more)
- **February Highlights:**
 1. RPN received \$575 in donations to plant native plants (ReLeaf and BSA Eagle Scout Jordan Pierce).
 2. Record February revenue of \$2,167, exceeded last record set in 2006 of \$1,990 and 2012 revenue of \$1,710. Donations and shelter reservations procedure change responsible for increase.
 3. River Park North hosted Community Tree Day; approximately 125 volunteers (families with young children, seniors, students) planted 420 trees in the park and another 100 in the surrounding community.
- **In March:**
 1. 1 classroom rental, anticipated attendance 15
 2. 2 shelter reservations, (1 large/1 small), anticipated attendance 280
 3. 3 group/private programs, anticipated attendance 115 (birthday party, Ridgewood Elementary, Bird Club).
 4. 14 public programs (Earth Hour Festival, KidFest, Youth Fishing Derby, Preschool Programs, and more).

PARKS PLANNING

1. Dream Park Development - Advertised for bids for the site work construction and utilities. Bids received on 3/1. Received building permits for the restroom/mechanical building and site work. Application for site review has been submitted to the Pitt County Division of Environmental Health. Anticipate receiving permits for the sprayground installation in mid-March. An RFP for public art on the memorial plaza has been submitted to the ECU Arts Department. Will receive design proposals in April.
2. Eppes Recreation Center – Received preliminary design documents from Hite Associates, P.C. for restroom, kitchen and plumbing improvements. Obtaining costs for installation of the new floor and painting in the gymnasium. New gym bleachers have been ordered.

PARKS COORDINATOR

- Work Orders: Submitted - 43, Completed - 24, Pending - 83
 1. Labor Hours - 1,644
 2. Labor Costs - \$25,439
- “Bigger Expense” Items (hours and labor)
 1. Athletic Field Prep - 492 hrs. - \$8,430
 2. Custodial - 664 hrs. - \$9,482
 3. Mowing - 0 hrs. - \$0
 4. Litter/Trash Pickup - 320 hrs. - \$4,564
 5. Landscaping - 46 hrs. - \$583
- Vandalism
 1. H. Boyd Lee Park - damage to general turf
 2. Elm Street Park - graffiti on shelter
 3. Town Common - graffiti on amphitheater
 4. Jaycee Park - attempted break-in in skate hut at Extreme Park



BRADFORD CREEK PUBLIC GOLF COURSE

1. February revenues of \$24,642 vs. February 2012 revenues of \$39,845.
2. 18 weather-affected days in February 2013 vs. 12 in February 2012.
3. FROGGS held its annual fundraiser event on 2/2 with approximately 80 in attendance.

RECREATION DIVISION

RECREATION SUPERINTENDENT

1. With the assistance of IT, our department has chosen a registration/reservation software and the City will be entering into an agreement with Vermont Systems.
2. A RFP for concession sales at Sunday in the Park was open for one month. Only one vendor applied.
3. After much deliberation, the 8K race committee has canceled this year's race.

EPPES RECREATION CENTER / THOMAS FOREMAN PARK

1. Hosted a Community Health Day hosted by the “Deltas” and “Zetas” on 2/9; over 150 in attendance.

SOUTH GREENVILLE RECREATION CENTER

1. Hoops 24/7 basketball training begins on 3/11. Will be held every M,W,F from 4-6 PM for ages 9-16.
2. The P.E.E.R. group partnered with the Iota Kappa Omega Chapter (IKO) of Alpha Kappa Alpha Sorority to hold a roundtable discussion on 2/22. 24 young ladies participated in a discussion of college portfolios.
3. Youth basketball leagues ended on 2/25; 90+ youngsters participated.

SPECIALIZED RECREATION



ECU Basketball Game

1. Special Olympics (SO) basketball teams competed in the state tournament on 2/2 in Greenville. Games were played at Eppes Recreation Center, North Pitt High School, and the Belvoir Hwy Boys & Girls Club.
2. SO cheerleading squad performed during halftime of a basketball game at Ayden-Grifton High School on 2/8.
3. Specialized Recreation Valentine's Dance was held 2/13. Approximately 250 participants and volunteers attended, including members of the ECU football and softball teams.
4. SO basketball teams attended an ECU Men's basketball game on 2/16.
5. SO basketball teams attended a basketball clinic hosted by the PCC basketball team on 2/21.
6. SO 3-on-3 basketball team competed against the Caswell Center on 2/23.
7. Cultural Arts Day was held on 2/23 at the Center for Arts & Crafts.

SENIOR ADULT SERVICES

1. GRPD co-sponsored the Black History Quiz Bowl on 2/16 at Lakeforest Elementary School; 11 teams competed.

CENTER FOR ARTS AND CRAFTS

1. Winter Wiggles by Moving to the Music (pre-school class) had 15 participants enrolled this session, along with 15+ parents in attendance each week.
2. Basket Weaving Club continues to grow and meets every Wednesday, 1-4 PM.



Basket Weaving Club

ADULT ATHLETICS

1. 2/4 Adult Softball Packet pickup began.
2. 2/19 Couch to 5K started with 55 people enrolled and 11 on the waiting list.
3. 2/19 Ready, Set, Run! registration ended with both classes full and 11 on waiting list.
4. 2/24 Basketball regular season ended.
5. 2/25 Basketball post-season tournament began.
6. 66 adult basketball games were played this month (50 regular season and 16 post-season).



Couch to 5K volunteer instructors

YOUTH ATHLETICS

1. 2/4 Registration for Greenie League Baseball began. Program begins mid-April.
2. 2/11 Future Stars registration ended. 998 participants, 123 teams. Practices begin on 3/2. 81 youngsters are on the waiting list due to registering late.
3. 2/21&27 Future Stars volunteer coaches meeting (2/21) and clinic (2/27) held. Rob Donnenwirth, head coach of ECU Women's Soccer team, conducted the clinic.
4. 2/25 Scoreboard at Guy Smith Stadium installed; paid for by Greenville Babe Ruth through a Perkins Trust Fund Grant.
5. 2/26 Basketball post-season tournament ended.
6. Ninety-eight regular season youth basketball games played this month, and 28 tournament games played.



RIVER BIRCH TENNIS CENTER (RBTC)

1. ECU Men's tennis team leasing courts at RBTC for home matches due to problems with courts on campus. ECU hosted the Citadel on 2/7 and Richmond on 2/10 at RBTC.
2. Coastal Plains Adult Tennis League held annual pre-season captain's meeting at RBTC on 2/27.

DREW STEELE CENTER/ELM STREET CENTER/BET BUILDING

1. Attendance for rentals at the BET Building during February was 372.
2. Attendance for rentals at the Drew Steele Center during February was 245.

SPORTS CONNECTION

1. 3,094 tokens sold.
2. 6 birthday parties held.
3. February attendance: 2,986.
4. 2/12 Group batting lessons began with 10 participants.

GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

MEMBERSHIP

1. 124 new members joined in February.
2. Monthly attendance: 9,568 visits.

WELLNESS

1. Exercise Science interns have 60 Fitness Study clients. Participants range in age from 16-81.
2. The pilot program, *Kids Fitastic*, has 11 participants registered. Kids range in age from 8-16 and the program includes Tae Kwon Do, dodgeball, swimming, aquatic games, gym games and tumbling.
3. Wellness Lunch and Learn about Pre-diabetes was full with 32 participants.
4. Blood Drive was held on 2/6 at Public Works with 85 viable pints received.

AQUATICS

1. Lifeguard Training Class scheduled for March, Water Safety Instructor Training Class scheduled for April.

Respectfully submitted,



Gary N. Fenton, Director of Recreation and Parks



Black History Quiz Bowl Winners



Winter Wiggles



Specialized Recreation Valentine Dance



Watercolors Art Class



Black History Quiz Bowl Participants

MONTHLY REPORT



APRIL 2013

DIRECTOR

- The AMBUCS initiative to raise money for 20 adapted bikes has been successful thanks to a very generous donor. Bikes will be presented to 20 youngsters with disabilities at a greenway event tentatively scheduled for 5/18.
- The Director and Recreation Supervisor Christen Winstead traveled to Raleigh on 3/27 to meet with Pitt County's elected officials to encourage maintaining a dedicated source of funding for the Parks and Recreation Trust Fund. The Governor's proposed budget eliminates a dedicated funding source for the program, which since PARTF's inception has been a portion of the Deed Stamp Tax.
- Staff are working on policy development in regard to (1) parameters regarding public access to specific, City-owned athletic facilities and (2) guidelines regarding use of various departmental facilities by coaches and instructors for teaching purposes.
- The Director will lead two departmental facility tours in April, the first on Saturday, 4/20, from 9 AM - 3 PM, for participants in the City of Greenville's *Citizens' Academy*, and again on Wednesday, 4/23, for participants in the *Leadership Institute*, hosted by the Chamber of Commerce.
- The Stallings Stadium Dedication will be held in conjunction with Greenville Little Leagues' opening ceremonies, scheduled for Elm Street Park on 4/12 at 6:00 PM. The conversion of the field into the stadium was only made possible through a large and extremely generous gift from the Stallings Family, and the significance of that gift will be celebrated that night.
- Improvements to the Sarah Vaughn Field of Dreams are almost complete, and were made possible by the generosity of local business owners in partnership with the Cal Ripken Senior Foundation.
- Staff recently met with two representatives of the Lacrosse Association and will be touring various park sites with one to consider possible park sites for a future lacrosse field.
- Staff will host an exhibit booth at the Business Expo at the Convention Center in early April to promote our facilities and services.



In April...

- 4/3 Blood Drive at Greenville Aquatics and Fitness Center
- 4/4 Pitt County Business Expo at the Greenville Convention Center - GRPD booth
- 4/6 Exceptional Community Baseball League Opening Ceremonies, 9 am, Elm Street Park
- 4/8 Adult Softball begins at Boyd Lee Park and Evans Park
- 4/8 Youth Ballet and Tap Performance, Arts Center
- 4/10 Youth Ballet and Tap Performance, Arts Center
- 4/11 Senior Trip to the Crystal Coast (Sea Shell Safari and Wild Banker Pony Viewing)
- 4/13 PirateFest at Town Common
- 4/17 Pitt County Special Olympics Track & Field Spring Games at JH Rose at 9:00 AM
- 4/20 Special Olympics Aquatics Team competing in Regionals in New Bern, NC

- 4/20 Special Olympics Track and Field Team competing in Regionals in Ahoskie, NC
- 4/28 Women's Sports Input Meeting at Boyd Lee Park

PARKS DIVISION

PARKS SUPERINTENDENT

1. Finalized lease agreement for maintenance equipment at Bradford Creek Public Golf Course.
2. Worked with golf course personnel and City Manager's office on providing staff recommendation to City Council regarding "next steps" at Bradford Creek Public Golf Course.
3. Ongoing discussions with the Progress Energy representatives on the rebuilding of the main power transmission lines thru River Park North on Progress Energy's right-of-way.
4. Participated in a tour of park facilities with Bob Thompson of the Disability Advocates & Resource Center and their State organizational leader.
5. Opened bids for roof work at the Greenville Aquatics and Fitness Center. Work to begin in April.

PARKS MAINTENANCE

1. Setup and support for 5k runs at Town Common.
2. Technician Crews - facilities with water cut off for winter are having water supplies restored as weather permits. Addressed ADA compliance issues at Jaycee Park that were within our ability to correct (basic items such as door closure adjustments, paper towel dispenser heights, etc.)
3. Landscape Crews - mulching and weeding plant beds on-going.
4. Trim Crew - installed new poly cap on ballfield fencing at Thomas Foreman and Matthew Lewis Parks. Installed windscreen at Guy Smith Stadium.
5. Mowing Crews - starting mowing schedule for 2013; adjusted for reduced staffing levels.
6. Custodial Crews - spring cleaning of winterized facilities completed at Guy Smith Prep Field, Marvin's Mini Mart, Bradford Creek Soccer Complex and Greenfield Terrace, Andrew A. Best, Evans, H. Boyd Lee, Thomas Foreman, and Matthew Lewis Parks.
7. Small construction projects completed: new press box stairs at Guy Smith Little League Field, roof repairs at H. Boyd Lee Park, electrical outlet installation at River Birch Tennis Center, emergency repair of ball field lights at Evans Park, bleacher removal at Eppes Gym, fascia and soffit repairs at River Park North maintenance building, and bollard and swing post installation in the park.

RIVER PARK NORTH

- **March Activities:**
 1. 4 shelter/classroom rentals, total attendance 320
 2. 5 campsite reservations, total attendance 23
 3. Kidsfest exhibit, attendance over 1,000
 4. 4 group/private programs, total attendance 177, (Birthday Party and school visits)
 5. 9 public programs, total attendance 346 (Earth Hour Festival, Easter Egg Hunt, One Fish...Blue Fish, Goose Creek to Aurora Family Excursion, Forts and Hideouts, etc.)
- **March Highlights:**
 1. Strong start to 2013 Summer Camp enrollment
 2. High attendance at public programs
 3. Staff Member Mark Tysinger attended a 2 day workshop on fostering unstructured play in the outdoors hosted by the NC State Zoo
- **In April:**
 1. 4 shelter/classroom reservations, anticipated attendance 300



2. 12 group/private programs, anticipated attendance 725 (birthday party, career fairs, school visits).
3. 10 public programs (Kite Festival, Children's Theater Workshop with ECU, Nature Photography, Music and Wellness, Pre-school Series: Spring Wildflowers and Tots on Trails, etc).

PARKS PLANNING

1. Dream Park Development - Completed bid negotiations with David Vaughn Construction for the site work and utility installation. Site demolition and new water service have been completed. Pitt County Department of Environmental Health has issued a building permit for the sprayground. The staking/layout and plumbing rough-ins for the sprayground have been completed. The masonry work and plumbing and rough-in have been completed for the restroom and mechanical building. ECU art students responded to a RFP for the public art on the memorial plaza. They are currently working on proposals to be submitted for review.
2. Eppes Recreation Center – Final construction documents received from Hite Associates for restroom, kitchen and plumbing improvements. Bids will be received on 4/10. Hazard material remediation has been completed in the gym. Painting began on 4/1. Received bids for the gym floor installation. Currently in contract negotiations with contractor.

PARKS COORDINATOR

- Work Orders: Submitted - 22, Completed - 20, Pending - 79
 1. Labor Hours - 1,947
 2. Labor Costs - \$29,230
- Park Services Event Support - Drew Steele Center (COG Health Fair)
 1. Labor Hours - 6
 2. Labor Costs - \$97
- "Bigger Expense" Items (hours and labor)
 1. Athletic Field Prep - 472 hrs. - \$8,164
 2. Custodial - 664 hrs. - \$9,482
 3. Mowing - 142 hrs. - \$2,033
 4. Litter/Trash Pickup - 360 hrs. - \$4,884
 5. Landscaping - 147 hrs. - \$1,834
- Vandalism
 1. Kristin Drive - swing damaged
- Capital Improvement Projects
 1. Painting at Eppes Recreation Center (gym) began on 4/1.



BRADFORD CREEK PUBLIC GOLF COURSE

1. Revenues were down significantly during March, totalling \$42,288. (March 2012 produced \$69,881.) Weather was the biggest factor, with rounds down 871. The month's average temperature was 57 degrees vs. 70 degrees in 2012. Comparatively speaking, it was the worst March in course history.
2. 3/10 & 3/17 - Practice with the Pros Clinic for Juniors had 9 participants. Participants learned the basics of putting, chipping, and pitching.
3. 3/20 & 3/27 - 11 participants in the 5 week *Get Golf Ready* Clinic. Participants learn all aspects of golf from basic rules and etiquette to the finer points of the full swing and short game.
4. Greens were aerified Wednesday - Friday, 3/20 - 22. This common agricultural practice brings oxygen and water to the root to develop healthier turf. Although aerified greens

make putting challenging, it is necessary for quality turf. The greens were top dressed with sand and fertilizer mix and should recover fully within 2 weeks.

	Current Year (FY 2013)	Prior Year (FY 2012)
# Rounds Played	March = 1,232 rounds (GF revenue = \$29,061.61)	March = 2,103 rounds (GF revenue = \$42,109.49)
# Weather Days	<ul style="list-style-type: none"> • 14 below average days affected by weather/maintenance with revenues < \$1,000 • 10 average days with revenue between \$1,000 - \$2,000 • 5 above average days with revenue between \$2,000 - \$3,000 • 2 great days with revenues exceeding \$3,000 	<ul style="list-style-type: none"> • 5 below average days affected by weather/maintenance with revenues < \$1,000 • 6 average days with revenue between \$1,000 - \$2,000 • 13 above average days with revenue between \$2,000 - \$3,000 • 7 great days with revenues exceeding \$3,000

IN APRIL

- 4/2 Ladies Nine and Wine, 5:30 PM
- 4/3 Get Golf Ready Clinic, 5:30 - 7:00 PM
- 4/5-7 Golf Clinic with Greenville Jaycees
- 4/7 Practice with the Pros for Juniors, 4:00 - 5:00 PM
- 4/8 Trinity Christian School Golf Match, 3:00 PM
- 4/10 Get Golf Ready Clinic, 5:30 - 7:00 PM
- 4/13 VIP Spring Kick-Off with the Masters, 9:00 AM shotgun
- 4/14 Practice with the Pros for Juniors, 4:00 - 5:00 PM
- 4/16 Ladies Nine and Wine, 5:30 PM
- 4/17 Get Golf Ready Clinic, 5:30 - 7:00 PM
- 4/19 SNAG Golf Clinic, 5:00 - 6:00 PM
- 4/21 Junior Golf Association Golf Meeting, 4:00 PM
- 4/23 Pitt County Senior Games
- 4/24 Cliff Creek Golf Outing, 40 players
- 4/26 SNAG Golf Clinic, 5:00 - 6:00 PM
- 4/27 NACCO Golf Tournament, 9:00 AM shotgun, 60-80 players

RECREATION DIVISION

EPPES RECREATION CENTER / THOMAS FOREMAN PARK

1. Eppes summer day camp has been canceled due to construction at the center. Instead, there will be drop-in activities for local youth.

SOUTH GREENVILLE RECREATION CENTER

1. Fitness Boot Camp began on 3/18 with 45 participants. Classes are M, T, TH from 6-7 PM.
2. Spring Break Basketball Camp 4/1-5.
3. Hoops 24/7 basketball training started on 3/11 every M, W, F from 4-6 PM for ages 9-16.
4. Youth Flag Football was cancelled due to lack of interest.
5. Girls P.E.E.R. program was cancelled due to lack of interest. The program started strong, but numbers dwindled. The remaining girls are now with the Alpha Kappa Alpha Precious Pearls Plus program.



SPECIALIZED RECREATION

1. Special Populations Prom was held on 3/22 at the Boys & Girls Club. The event is planned and implemented by the ECU Ambassadors.
2. Special Olympics (SO) basketball teams played in a tournament in Smithfield on 3/16. The 5-on-5 team, "Wildcats," won silver. The 3-on-3 "Wildcats" won gold and the 3-on-3 "Panthers" won silver.
3. The annual Specialized Recreation egg hunt was canceled for 2013 due to low pre-registration, apparently associated with a lack of transportation from the schools.

SENIOR ADULT SERVICES

1. On 3/15, 21 seniors went to the NC Museum of Natural Sciences and the NC Museum of History in Raleigh to see the Titanic Exhibit.
2. 27 seniors went to Durham Performing Arts Center to see the musical "Anything Goes" on 3/23.

CENTER FOR ARTS AND CRAFTS

1. The Greenville Quilters Guild held "Learn to Quilt Day" at Jaycee Park on 3/16. There were 26 participants registered and 20 on the waiting list. The guild gave GRPD a \$200 donation at the event.

ADULT ATHLETICS

1. Ready, Set, Run! began with 38 children.
2. Christen Winstead and Sophie Duncan attended a NCRPA summer camp teleconference at the Brody School of Medicine.
3. Futsal season began with 12 teams (34 games played).
4. Kickball season began with 10 teams (10 games played).
5. USSSA Umpire Clinic held at Boyd Lee Park.



YOUTH ATHLETICS

1. Future Stars Soccer began; 1,023 kids registered with 123 teams.
2. Hosted 10U & 12U SWAC Basketball Sectional Tournament at D.H. Conley High School.
3. The Greenville 10U SWAC basketball team won the State Championship in Lillington, NC; first SWAC State Championship for GRPD.
4. Currently taking Greenie League Baseball registration for 4-8 year olds. Deadline is 4/8 for 5-8 year olds and 4/15 for 4 year olds.



RIVER BIRCH TENNIS CENTER (RBTC)

1. Spring Tennis programs began on 3/17 and will continue through 5/2; 156 participants.
2. 12 participants in first ever 3-4 year old tennis/fitness class.
3. River Birch 2.5 women's tennis team and men's tennis team playing well against other Eastern NC teams.
4. River Birch hosted Oakwood School boys' tennis match vs. Elon Academy on 3/27. Oakwood leases court space for its home tennis matches.

DREW STEELE CENTER/ELM STREET CENTER/BET BUILDING

1. Gymnastics began with 50 participants.
2. Cheerleading began with 9 participants.
3. 6 rentals at the BET Building with a total attendance of 486.
4. 6 rentals at the Drew Steele Center with a total attendance of 453.

SPORTS CONNECTION

1. 4,232 tokens sold.
2. 4 birthday parties held.
3. March attendance: 2,559.
4. 3/3 & 3/10 Ronald Vincent Batting Clinic; 24 participants.
5. 3/11 Parent & Child Batting League awards were held.



GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

MEMBERSHIP

1. 54 new members joined in March.
2. Monthly attendance: 9,780 visits.
3. Zumba class attendance continues to grow with 30-50 participants in each class.

WELLNESS

1. Wellness Lunch and Learn offered on 3/6 addressing nutrition; 32 in attendance.
2. Annual COG/GUC Health Fair was held on 3/27 at the Drew Steele Center.

AQUATICS

1. Lifeguard Training Class was held in March and Water Safety Instructor Training Class set for April. Due to extensive programming in the center only offering one of each, instead of two.

Respectfully submitted,

A handwritten signature in black ink, reading "Gary N. Fenton".

Gary N. Fenton, Director of Recreation and Parks

Memorandum

To: Honorable Mayor and City Council Members

From: Chris Padgett, Assistant City Manager *C.N.P.*

Date: April 17, 2013

Subject: Notice of Special Event Permits Approved

The following special event applications were approved by the Greenville Police Department. If you have any questions about this report, contact me or Chief Aden.

Name of Event	Event Date	Event Location	Event Organizer/ Sponsoring Agency	Law Enforcement Required
Live Music (amplified sound)	4/11/2013, 4/18/2013, 4/25/2013, 5/2/2013	Rucker Johns	Tim Esenbock	No
Live Music (amplified sound)	4/20/2013	Sup Dogs	Bret Oliverio	No
Live Music (amplified sound)	4/20/2013	Town Common	Pamlico-Tar River Foundation	No
Fundraiser / Live Music (solicitation permit / amplified sound)	5/4/2013	EB Aycock Middle School	Carolina Pregnancy Center	No
Memorial Day Celebration (street closing, amplified sound)	5/27/2013	East 1 st b/w Reade and S. Greene St.	Pitt County Veteran's Council	No
Charity Motorcycle Ride (parade permit)	10/5/2013	2101 W. Arlington Blvd.	Eastern Radiologists, Inc.	Yes

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