

NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *ml*

DATE: October 16, 2013

SUBJECT: Materials for Your Information

Please find attached the following material for your information:


1. A memo from Carl Rees, Economic Development Manager, regarding an Uptown Parking Deck meeting and new parking options
2. A copy of the Recreation and Parks monthly report for October
3. A memo from Chris Padgett, Assistant City Manager, regarding special event permits recently issued

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Attachments

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

MEMORANDUM

To: Barbara Lipscomb, City Manager
From: Carl Rees, Economic Development Manager 
Date: October 14, 2013
Subject: Uptown Parking Deck Meeting & New Parking Options

Please find information below pertaining to three parking related items.

Uptown Parking Deck Public Meeting #2

On Thursday, October 24th Uptown Greenville will host an open house meeting at Sheppard Memorial Library during which members of the public can view the latest plans for the Uptown parking deck. Members of the design team led by Walker Parking Consultants will be on hand to discuss both the design for the parking deck structure as well as plans for pedestrian and vehicular access around the parking deck site. The meeting will begin at 4:30 P.M.

"E" Tag Parking Program Set to Launch

Addressing concerns expressed by downtown businesses, the City has moved to adjust the duration of free parking from 1-hour to 2-hours. Many business owners pointed out that the 1-hour time limit did not provide enough time for their customers to dine, shop or complete an appointment. Even with the two-hour limit many business owners expressed concern that hourly and shift workers did not have the ability to find adequate parking resources in the Uptown District.

With these concerns in mind, City Council approved a new "E"-Tag (employee tag) program aimed at addressing the parking needs of downtown employees. With the purchase of an "E"-Tag, employees can park for up to 24 hours at a time in designated "E" Tag public parking areas throughout the Uptown District. The cost of this program for eligible employees is less than \$3.00 per week. "E" Tag stickers will be available at City Hall beginning on October 24th. Members of the public interested in purchasing an "E" Tag sticker will be required to present proof of employment or residency in the Uptown Commercial District at the time of purchase.

Additional Free Parking Coming To Uptown District

In a proactive effort to add spaces to the Uptown District parking inventory, construction work is underway along First Street. Crews are currently repaving and restriping the road to improve the surface and increase parking. When the project is completed in November, the project will add 80 new parking spaces. These free, time unlimited spaces are located within blocks of key downtown destinations.

MONTHLY REPORT



OCTOBER 2013

DIRECTOR

- A "modified form" of the normal First Tee agreement is being developed, to allow Bradford Creek to use the First Tee curriculum until an official chapter is established here in Pitt County.
- Considering some Pirate Fest operational changes with Uptown Greenville and the Arts Council at Emerge.
- The new Communications Technician in the City's Public Information Office, Jewel Jones, spent most of a day learning about the department's programs and facilities. Ms. Jones will be assisting in the development of various GRPD promotional materials.
- Results of the City's branding study are forthcoming.
- Led by Public Works Operations Manager Ken Jackson in close cooperation with our Parks Superintendent, efforts to establish a 10 year plan for systematically addressing capital needs in existing City facilities has been underway for some time, and will likely be presented to Council in the coming months.

In October...

- 10/7 Youth (6-17 year old) Basketball registration begins at South Greenville
- 10/8 BOLT Youth Running program begins at Boyd Lee Park
- 10/11 *Teen Connection* program at the Sports Connection
- 10/11 Specialized Recreation Bingo at the Drew Steele Center, 6:30 PM
- 10/12 Exceptional Community Football will be showcased at Youth Educator's Summit at JH Rose High School. The summit encourages youth to take leadership in providing inclusive opportunities at their school.
- 10/14 South Greenville 30 & Over Basketball will begin league play
- 10/16 COG/GUC Wellness Walk at River Park North
- 10/30 Specialized Recreation Costume Party at Eppes Middle School, 6:00 PM
- 10/31 South Greenville Halloween Fall Festival, 6:00-8:00 PM

PARKS DIVISION

PARKS SUPERINTENDENT

1. Working with Public Works in creating the 10-Year Facility Plan for capital needs in existing City facilities.
2. Coordinated with Magnolia Arts Center to implement their lease of the Perkins Complex building.
3. Reviewed proposals from ECU artists for art elements in Dream Park.
4. Provided orientation for the new Bradford Creek Business Manager, John Lee.

PARKS MAINTENANCE

1. Provided set up and support for tennis tournament at River Birch and ECU football game parking rentals at Elm St. Park.

2. Landscape crews – mowing/ball field maintenance, infield rebuilt on Thomas Foreman baseball field; conducted maintenance training for ECU Club Baseball at Guy Smith Stadium.
3. Custodial Crews provided cleaning service and litter collection.
4. Technician crews completed preparations for Eppes Recreation Center Open House, installed rubber floor in weight room at Eppes, winterized Community Pool, and repaired sewer lines at Eppes Recreation Center and GAFC.

RIVER PARK NORTH (RPN)

- **September Activities:**
 1. 15 large/21small shelter reservations; total attendance 901 (L), 40 (S)
 2. 2 single/1 group campsite reservations; total attendance 2 (S), 10 (G)
 3. 24 single/3 group pedal boat reservations; total attendance 48 (S), 45 (G)
 4. 2 group/private programs; total attendance 51, (school visit and birthday party)
 5. 9 public programs; total attendance 217 (Project WILD, Got Mud?, Family Campfire, National Hunting and Fishing Day, etc.)
- **September Highlights:**
 1. Christopher Horrigan presented *Prescription for Play* project at the State Environmental Educators Conference in Asheville.
 2. Construction of the Compost and Garden Demo site is nearing completion.
 3. 2nd Annual Dirt Festival was a hit with increased attendance, outside support from Master Gardener, and additional activities for participants. →
- **Coming In October:**
 1. 11 large/2 small shelter reservations; expected attendance 860 (L), 35 (S).
 2. 2 group pedal boat reservations; expected attendance 35.
 3. 10 public programs (Nature at Night, ECU Theater Workshop, Greenway Owl Prowl, Forts and Hideouts, Campfire Story Telling Contest, etc.)
 4. Annual October Catfish Tournament gets underway.
 5. Duke/Progress will be setting the new osprey nesting tower on 10/7 and will be back on 11/11 to begin removing the existing tower.



PARKS PLANNING

1. Dream Park Arts Addition– Two artists have been commissioned for the park's public art; one will create a sculpture and the other will build two ceramic benches. Staff will meet to discuss the landscaping and installation of site amenities.
2. Eppes Recreation Center Improvements – The contractor has been granted substantial completion for Phase II of the project, and work has been accepted. Phase I of the renovations is not totally completed.
3. Tar River Utilization Study – Three firms have been shortlisted for presentations and interviews on 10/8.

PARKS COORDINATOR

- Work Orders: Submitted - 18, Completed - 30, Pending - 39
 1. Labor Hours - 2,271
 2. Labor Costs - \$34,207

- Park Services Event Support – River Park North (Mud Day) and Eppes Recreation Center (Open House and Candidate Forum)
 1. Labor Hours - 35
 2. Labor Costs - \$607
- “Bigger Expense” Items (hours and labor)
 1. Athletic Field Prep - 383 hrs. - \$6,590
 2. Custodial -664 hrs. - \$9,482
 3. Mowing - 597 hrs. - \$8,544
 4. Litter/Trash Pickup - 320 hrs. - \$4,564
 5. Landscaping - 70 hrs. - \$880

BRADFORD CREEK PUBLIC GOLF COURSE

1. Monthly revenues: September 2013 - \$68,211 vs. September 2012 - \$65,256.
2. 9/1 PGA Fall Junior Golf League meeting/registration, 36 participants.
3. 9/16-20 PGA GET GOLF READY Clinic, 7 participants each night.
4. 9/29 Clubhouse rental, 40 participants.
5. 9/29 PGA Junior Golf League match vs. New Bern, 48 participants.

RECREATION DIVISION

RECREATION SUPERINTENDENT

1. 9/19 Attended the *Project WILD* training by the Council for Environmental Education.
2. 9/21 Provided information table at the Latino Festival.
3. 199 eligible applications for the Eppes Recreation Supervisor were forwarded from HR. Staff are reviewing applicant credentials and will host interviews in October.



EPPEs RECREATION CENTER / THOMAS FOREMAN PARK

1. *Big Dawgs* Motorcycle Club held a cookout on 9/1; free to the community.
2. Open House was held on 9/10 with live entertainment, guest speakers, and facility tours. →



SOUTH GREENVILLE RECREATION CENTER

1. Girl Scouts have 9 registered.

SPECIALIZED RECREATION

1. 9/13 Friday Fun Night – 28 in attendance.
2. 9/21 Exceptional Community Football League started games – 40 participants.

ARTS & CRAFTS

1. Adult tap dance and youth ballet/tap classes began.
2. Accepting registration for character design, sewing, painting, drawing, pottery, sculpting, and preschool classes.

SENIOR ADULT SERVICES

1. Southside and Moyewood Clubs began business meetings at Eppes with 204 members combined.
2. Bridge and Modified Zumba started fall classes at the Drew Steele Center.

ADULT ATHLETICS

1. 9/8 Adult Flag Football began; 6 teams, 18 games played.
2. 9/9 Adult Fall Softball began; 33 teams, 78 games played.
3. 9/24 Adult *Couch to 5k* program began; 128 participants compared to 55 in the spring.
4. 9/30 Registration began for Adult Basketball League.
5. Five cross country meets were hosted at Boyd Lee Park, including the Annual Bo Run.

YOUTH ATHLETICS

1. 9/3 Future Stars Volunteer Coaches meeting, 220 volunteers.
2. 9/21 Future Stars Soccer games began; 136 games played.
3. 9/22 Greenie League Baseball Clinics began at Perkins Baseball Complex; program is full with 44 participants.
4. 9/23 Registration for Youth Coed Basketball began.

RIVER BIRCH TENNIS CENTER (RBTC)

1. 9/9 Fall instructional tennis programs and Flex League for Adults began.
2. 9/12-15 The River Birch (mixed doubles team) competed in the NC-USTA Mixed Doubles Championship in Asheville.
3. 9/20-22 ECU Men's Tennis Team leased River Birch Tennis Center for a fall team tournament. Participants included Richmond, James Madison University, Navy, Coastal Carolina and ECU.

DREW STEELE CENTER (DSC)/ELM STREET CENTER/BARNES-EBRON-TAFT (BET) BUILDING

1. 9/10 Youth Flag Football practices began at Jaycee Park, 110 participants.
2. 9/10 Gymnastics and Cheerleading began at Elm Street Center, 60 participants.
3. 9/30 Youth Flag Football games began.
4. 9 BET rentals, total attendance 523.
5. 9 DSC rentals, total attendance 303.
6. Late Night Hoops held on Tuesdays for 17-24 year olds and Fridays for 13-16 year olds.

SPORTS CONNECTION

1. 1,272 tokens sold.
2. 3 birthday parties held.
3. September attendance: 485.
4. Accepting registration for *Teen Connection* program and Youth Basketball Skills Clinic.

GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

1. 9/29 6th Annual Splash & Dash Kids' Triathlon, 136 participants. All proceeds go to Pitt County Special Olympics.

WELLNESS

1. Fall 2013 Fitness Study began, 15 participants.
2. ZUMBA classes for COG/GUC employees, 35 participants.
3. 9/18 Child Obesity Clinic workshop offered to COG/GUC employees, 18 attended.
4. GAFC welcomes 2 fall interns: Chris Johnson from ECU and Shanelle Foster from Chowan College.



Junior Aquatics Staff member Michael Montalvo helps number swimmers at a Community Pool swim meet.

AQUATICS

1. Youth Swim Clubs are operating at a 75% registration level for the first Fall Session.
2. September Swim Lessons at 80% registration level.
3. First Intra-Squad (Greenville Swim School students) swim meet to be held at GAFC on 10/11.
4. Junior Aquatics Staff accumulated 75 volunteer hours for September.

Respectfully submitted,



Gary N. Fenton, Director of Recreation and Parks



Compost and Garden Site at River Park North



Kayak/Canoe/Paddle Boat Demo Night at River Park North

Memorandum

To: Honorable Mayor and City Council Members

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

Date: October 16, 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.

| Type of Event | Event Date | Event Location | Event Organizer/ Sponsoring Agency | Law Enforcement Required |
|--------------------------------------|------------|---------------------------|---------------------------------------|--------------------------------|
| 5K Road Race (parade permit) | 10/20/2013 | Brook Valley Country Club | Leo Jenkins Cancer Center | Yes |
| 5K Road Race (parade permit) | 10/26/2013 | Town Common | Alpha Xi Delta Sorority | Yes |
| Monster Dash 4K and 8K Road Race | 10/27/2013 | Willis Building | Run the East, LLC | Yes |
| Veteran's Day Parade (parade permit) | 11/11/2013 | Willis Building | JH Rose ROTC | Yes |

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