

NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *BL*

DATE: June 22, 2016

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from me providing an update on replacement of the video equipment in Council Chambers
2. A memo from Kevin Mulligan, Public Works Director, regarding Phase I of the Street and Pedestrian Transportation Improvements Bond Project - Arlington Boulevard
3. A memo from Kevin Mulligan, Public Works Director, regarding ADA compliant crosswalks on Highway 43 near the Medical Campus
4. A memo from Gary Fenton, Recreation and Parks Director, regarding summer camps

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Attachments

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



Find yourself in good company

Memorandum

To: Honorable Mayor and City Council Members
From: Barbara Lipscomb, City Manager 
Date: June 22, 2016
Subject: Video Equipment Replacement in Council Chambers

Beginning Monday, June 27, the Council Chambers will be closed for meetings to accommodate the video equipment replacement project approved during the May 9, 2016 City Council meeting. This process is expected to take about one month.


Some video equipment will be unavailable throughout this process, limiting the Public Information Office's ability to record and broadcast meetings. As a result, we will be unable to broadcast meetings until the new equipment is in place and the recent issues with Granicus have been resolved. Staff will resume the recording and playback of the Boards and Commissions meetings on August 10, 2016 with the Affordable Housing Loan Committee meeting scheduled for 4 p.m. in the Council Chambers. Staff liaisons for the boards and commissions are being notified of this change.

We are eagerly anticipating this equipment upgrade and the resolution of the recent problems with recording and broadcasting meetings. Thank you for your patience during this transition.



Find yourself in good company

Memorandum

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, PE, Director of Public Works 
Date: June 21, 2016
Subject: Bond Projects – Phase I Arlington Boulevard

The first phase of the road improvement projects, funded by the Street and Pedestrian Transportation Bond, has been advertised for bids. This phase will include roadway improvements to Arlington Boulevard between Memorial Drive and Heart Drive and Red Banks Road between Arlington Boulevard and Greenville Boulevard. Please see the attached figures for the roadway segments.

Work on these roadways will be broken into three main tasks which include the following:

- 1) Retaining and overlaying and/or leveling existing pavement with asphalt concrete surface course, performing ADA improvements, and providing traffic control as specified within the contract documents;
- 2) Milling of asphalt pavements; and
- 3) Pavement markings and intersection signal improvements.

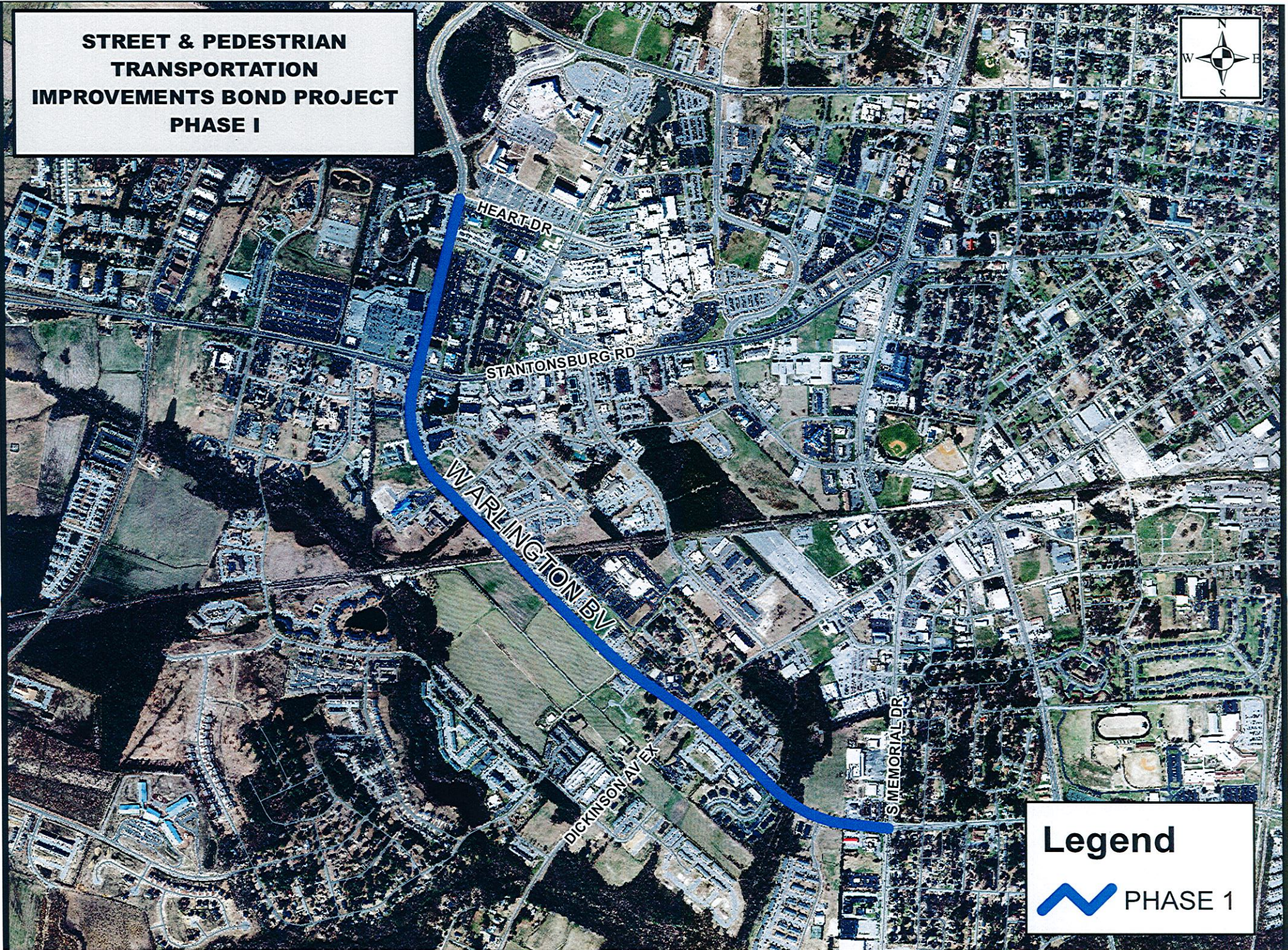
The City will receive the bids on July 20, 2016. It is expected upon completion of the bid review, a contract with the low responsive and responsible bidder will be brought for Council action at the August 15, 2016, meeting.

Should you have any questions, please do not hesitate to contact me.

Attachments

cc: Scott Godefroy, PE, City Engineer
Rik DiCesare, PE, City Traffic Engineer
Lynn Raynor, PE, Civil Engineer II

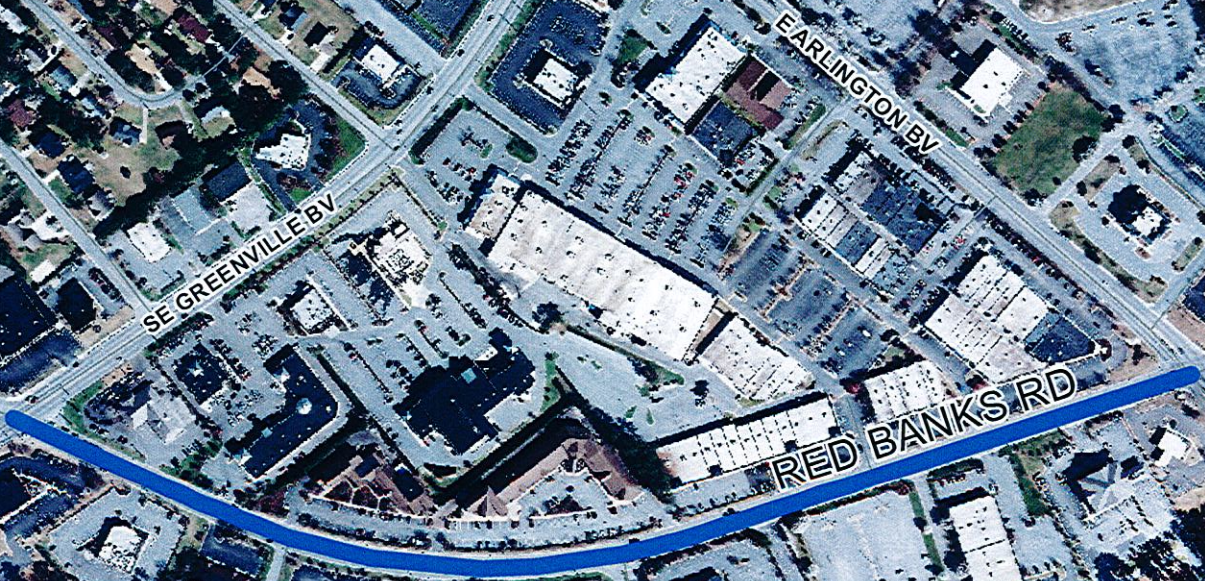
**STREET & PEDESTRIAN
TRANSPORTATION
IMPROVEMENTS BOND PROJECT
PHASE I**



Legend

 PHASE 1

**STREET & PEDESTRIAN
TRANSPORTATION
IMPROVEMENTS BOND PROJECT
PHASE I**




Legend



PHASE 1

Memorandum

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, P.E., Public Works Director 
Date: June 21, 2016
Subject: ADA Compliant Crosswalks / Highway 43 Near Medical Campus

This memorandum is an update to the Council presentation on January 14, 2016 related to safe pedestrian crossings on and around the Medical Campus. The area of the study is defined by the following boundaries:

- West 5th Street (to the north)
- Stantonsburg Road (to the south)
- Moye Boulevard (to the east)
- Arlington Boulevard (to the west)

Committee Meetings

Recent meetings were held on March 23, 2016, and May 31, 2016. These meetings focused on the existing high visibility crossing on Moye Boulevard. Options discussed during these meetings included:

- Maintaining the existing crossing location as it is;
- Maintaining the existing location and adding a Rectangular Rapid Flashing Beacon (RRFB);
- Relocating the existing crossing to improve sight distance issues related to a horizontal curve along Moye Boulevard and also providing an RRFB at the relocated crossing position.

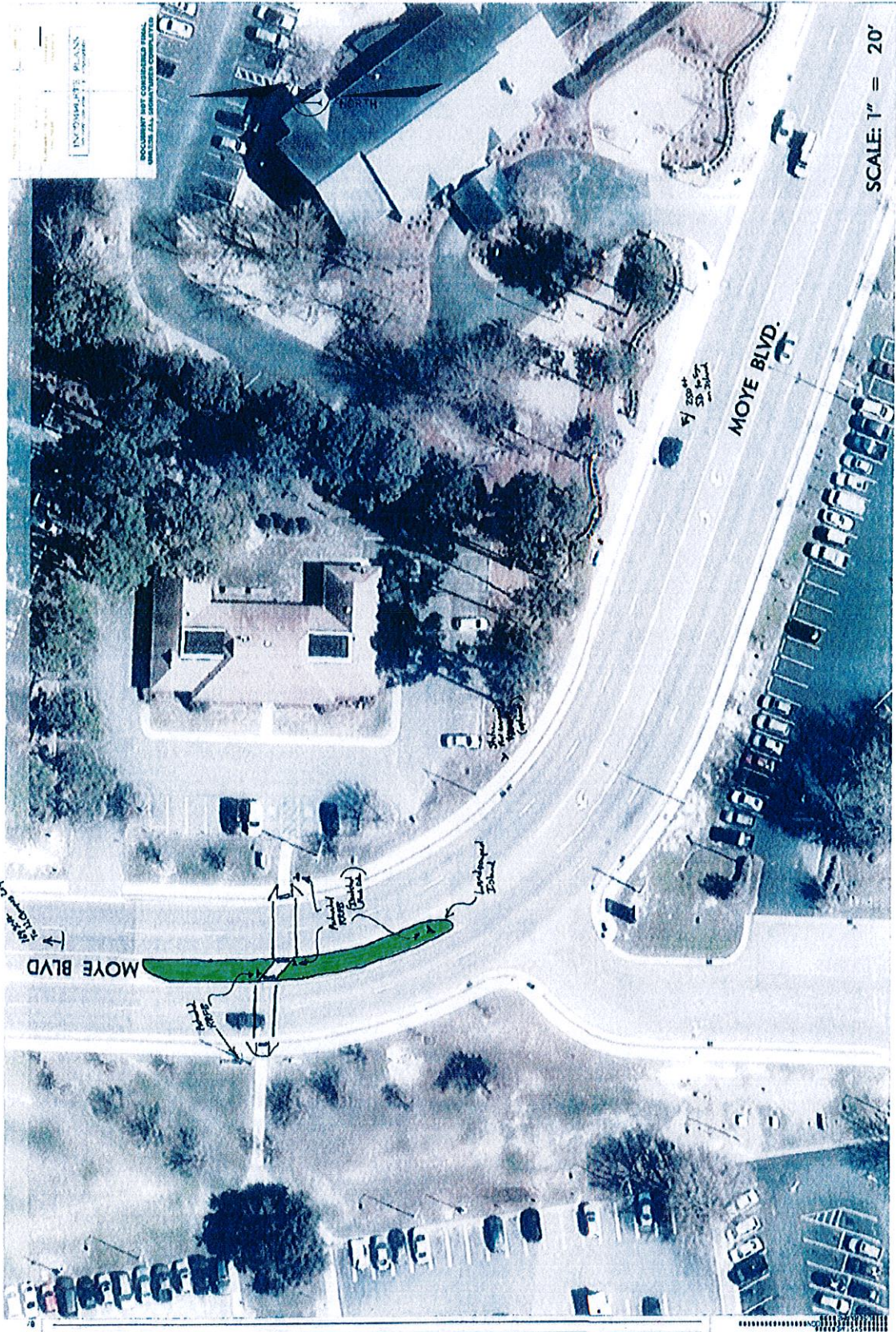
City and State traffic personnel reviewed the locations and recommended to the Committee the following:

- The high visibility crossing should be relocated to the south, nearer to the curve, to improve sight distance limitations related to the horizontal curve;
- An RRFB should be installed at the proposed crossing location;
- A median should also be placed to accommodate the proposed crossing location as well as the RRFB equipment which must be installed within the median.
- In order to optimize visibility of pedestrians within the crosswalk, landscaping improvements will be required so that trees or shrubs do not impact the viewing angles.

Initial discussions with ECU have indicated that they would fund these improvements at this location. The City investigated the site and produced a concept level design for budgetary purposes. The resulting concept plan is attached. The design is now being finalized, and a construction estimate will be produced. The scheduling of this installation will be determined once the design has been finalized.

Attachment

cc: Rik DiCesare, PE, PTOE, Traffic Engineer



SCALE: 1" = 20'

INCOMPLETE PLANS
DOCUMENT MUST BE CONSIDERED FINAL
UNLESS ALL SIGNATURES ARE COMPLETE

MOYE BLVD

MOYE BLVD.

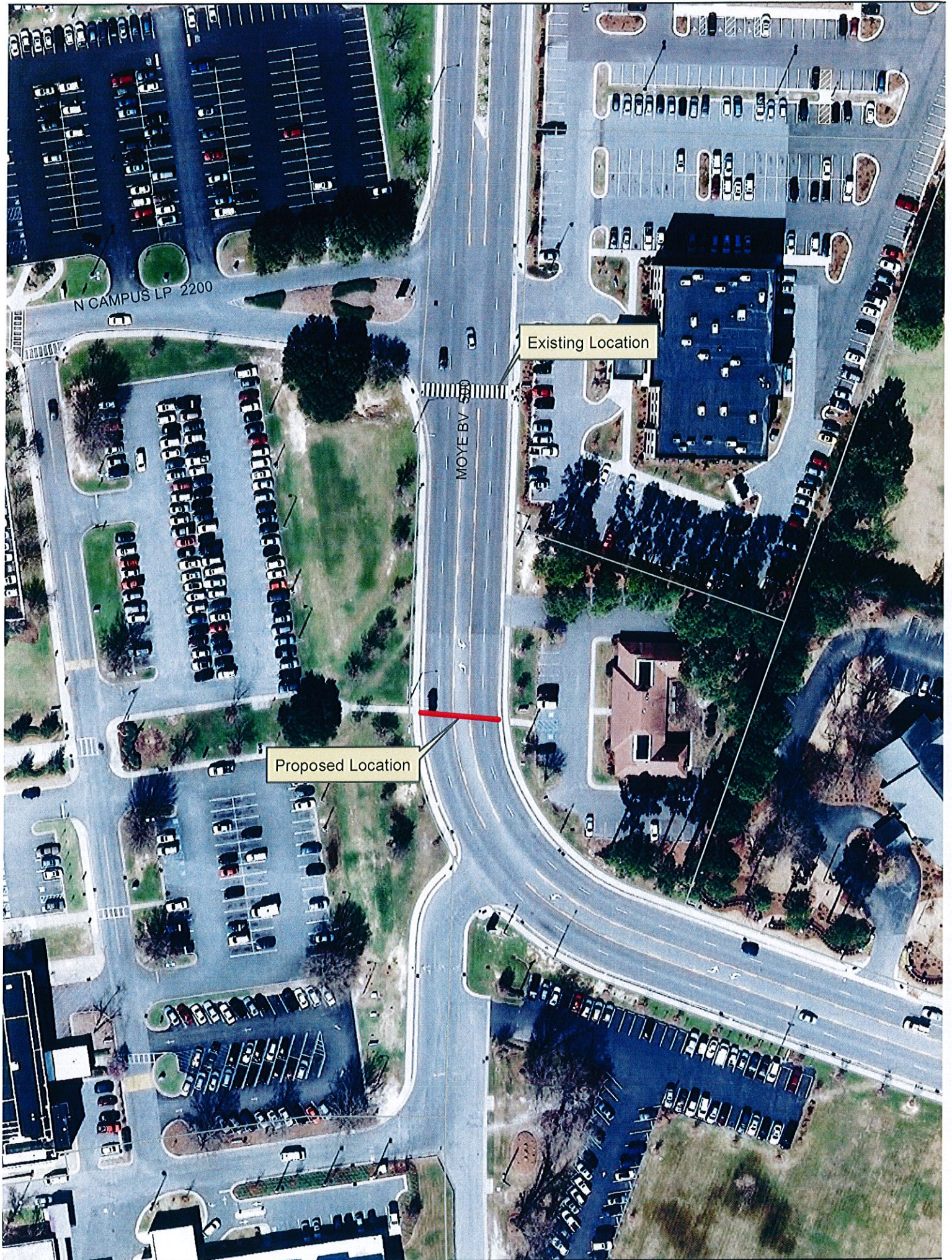
Proposed Access (Red)

Proposed Access (Green)

Proposed Access (Blue)

Proposed Access (Yellow)

Project



Existing Location

Proposed Location

N CAMPUS LP 2200

MOYE BV 500

Memo

To: Barbara Lipscomb, City Manager
From: Gary Fenton, Director of Recreation and Parks
Date: June 22, 2016
Re: Status of Summer Camps



I would like to update you on the status of our summer camp programs. This year we are offering 21 different summer camps, with participants ranging in ages from 4 to 21. Below is a list of the available camp programs.

- **Baseball Camps:**
 - Elm Street Park — Ages 7-8, One 1-week session; max 50, 31 enrolled
 - Perkins Complex — Ages 8-12, One 1-week session; max 75, 53 enrolled (completed)
 - Perkins Complex — Ages 9-12, One 1-week session; max 24, 4 enrolled (starts 8/1/16)
 - Guy Smith Park — Ages 12-15, One 1-week session; max 50, 29 enrolled (completed)
- **Basketball Camps:**
 - Ages 9-12, One 1-week session; max 35, full
 - Ages 13-15, One 1-week session; max 35, 5 enrolled (starts 7/11/16)
- **Beautiful Princess Dance Camp:** Ages 3-6, Two 1-week sessions; max 14 per session, both full
- **Camp Escape** (Drew Steele Center): Ages 5-21, Eight 1-week sessions; max 35 per session, all sessions full
- **Create a Cartoon Camp:** Ages 8-13, Two 1-week sessions; max 8 per session, both sessions full
- **Famous Artists Camp:** Ages 6-13, Six 1-week sessions; max 21 per session, all sessions full
- **Camp Adventure** (Aquatics & Fitness Center): Ages 5-12, Eight 1-week sessions; max 50 per session, all sessions full
- **Eppes Rec Center Summer Camp:** Ages 5-12, Four 2-week sessions; max 30 per sessions, 2 sessions full, two have one opening
- **Golf Camp:** Ages 8-17, One 1-week session, 40 enrolled
- **Greenfield Terrace Playground Program:** Ages 5-12, Four 2-week sessions; max 40 per session, current registration in each session: I-31 / II-21 / III-17 / IV -15
- **Jaycee Jamboree:** Ages 5-9, Ten 1-week sessions; max 35 per session, all sessions full
- **Junior Counselor Program:** 1 week, 22 enrolled; completed trainings and are voluntarily assisting at camps

- ***Nature Explorer's Camp:*** Ages 7-9, Five 1-week sessions; max 12 per session, all sessions full
- ***Outdoor Skills Challenge:*** Ages 10-13, Three 1-week sessions; max 12 per session, one opening remains in one session
- ***Pre-School Nature's Explorer:*** Ages 4-6, Five 1-week sessions; max 10 per session, all are full
- ***Sonic Sound Camp:*** Ages 12-15, Three 1-week sessions. This camp has attracted only a few registrations and may be subject to cancellation
- ***Sports Plus Camp:*** Ages 5-10, Eleven 1-week sessions; max 40 per session, all sessions full
- ***Teen Extreme:*** Ages 11-15, Eight 1-week sessions; max 40 per session, most sessions ½ full
- ***Teen Fitness Camp:*** Ages 11-15, Two 1-week sessions; max 12 per session, session I full, session II - 8 spaces remain
- ***Young Potter's Wheel Camp:*** Ages 10-15, Three 1-week sessions; max 5 per session, all full (limited to 5 due to limited number of potters wheels)
- ***Zombies vs. Survivors:*** Ages 10-15, Two 3-day sessions, max 12 per session, both sessions full

If you have any questions, please let me know.

cc: Merrill Flood, Assistant City Manager