

NOTES

TO: Honorable Mayor and City Council Members

FROM: Merrill Flood, Assistant City Manager

DATE: July 6, 2016

SUBJECT: Materials for Your Information



Please find attached the following materials for your information:


1. A memo from Gary Fenton, Recreation and Parks Director, providing an update on the Town Common Inclusive Playground project
2. A memo from Fire/Rescue Chief Eric Griffin regarding fire inspections
3. Information from Fire/Rescue Chief Eric Griffin regarding the Junior Fire Marshal Academy

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Attachments

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

Memo

To: Barbara Lipscomb, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: July 6, 2016
Re: Town Common Inclusive Playground Project

Weather permitting, we anticipate work on the Town Common Inclusive Playground Project (Trillium Project) to begin on site the week of July 17, 2016. The contractor is currently working with MWBE Coordinator Denisha Harris to finalize the MWBE goals. As you will recall, the project must be completed by September 30, and we are planning a ribbon cutting a week or two after completion.

In the case of the Town Common Inclusive Playground project, we recognize the character and value the existing trees offer to this playground site and are excited to be able to provide a playground that provides access to both nature and shade. This project is the first opportunity to breathe new life into an old park and the City's design team has thoughtfully and creatively designed a project deserving of a spot in our community's most valued park space. However, in the construction of this project, some trees will need to be removed, and we will look for opportunities to creatively reuse them on-site as play elements within the natural play area. To offset their removal, we are designing "legacy trees" into the project at a ratio of 2 to 4 times the number that will be removed, depending on the caliper of each.

While Town Common has significant topographical grade change as one moves from 1st Street down to the river, this topography also provides a great opportunity to create a legacy park to be used and loved for generations to come. Throughout the design process, we have worked to balance universal accessibility with tree preservation.


We will provide you with intermittent reports as the project progresses and as the time for a ribbon cutting nears.

cc: Merrill Flood, Assistant City Manager

FIRE-RESCUE

MEMORANDUM

TO: Barbara Lipscomb, City Manager

FROM: Eric Griffin, Fire/Rescue Chief 

DATE: July 6, 2016

SUBJECT: Fire Inspections Update

Beginning July 11th, Fire/Rescue Officers will begin performing company level fire safety inspections throughout the City at certain locations, such as child care facilities, restaurants, etc. Section 106 of the North Carolina Fire Prevention Code establishes a minimum inspection schedule for the purposes of identifying activities and conditions in buildings, structures and premises that pose dangers of fire, explosion or related hazards.

In 2014, Fire Prevention staff members completed 1,665 fire inspections and 1,805 were completed in 2015. It is projected that 3,500 inspections will need to be completed each year in order to meet the minimum standards of the North Carolina Fire Prevention Code. These numbers do not account for requested inspections related to construction projects or licensing.

In an effort to meet the minimum inspection schedule established by the fire code, all F/R Officers received updated training utilizing the North Carolina Fire Code and best practices in providing high quality customer service. Life Safety Services staff has also developed and will be disseminating additional information to the public about this program. To help facility owners prepare for the fire inspection, a pre-inspection checklist will be provided in advance that identifies some of the most common hazards found during the inspection.

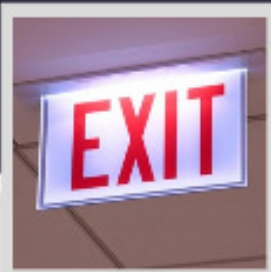
This program has been received very well by F/R staff, as it will give them a better understanding of buildings in their districts and provide more opportunities to interact with the public.



We're now doing
Company Fire Inspections!



Greenville Fire/Rescue



What that means...

Certified fire inspectors will be coming to your business to perform an inspection and may arrive on a firetruck.

The men and women will be looking for fire code violations.

For more information...



You can find a list of common code violations on our website.

[Homepage](#)

Let us know you did a self-inspection.

[Self-Inspection Form](#)

Call us at (252) 329-4390.



FIRE-RESCUE

Fire Inspection Checklist

The following list is comprised of some of the most common fire code violations found during inspections.

Please be sure to walk through your facility and correct any items listed below.

Housekeeping

- ◆ Combustible material shall not be stored in boiler rooms, mechanical rooms or electrical equipment rooms.
- ◆ Combustible materials shall not be stored in exits or exit enclosures.
- ◆ Combustible storage shall be at least 2 feet below the ceiling or 18 inches below sprinkler heads.
- ◆ Compressed gas containers, cylinders and tanks shall be secured to prevent falling.

Exits

- ◆ Exit ways and doors shall not be visually or physically obstructed.
- ◆ Exit ways and doors shall be unlocked when building is occupied.
- ◆ Exit signs shall be illuminated.
- ◆ Emergency lighting systems shall be functional.

Fire Protection

- ◆ All fire lanes, hydrants, fire department connections (F.D.C.) and control valves shall be clear and unobstructed.
- ◆ Sprinkler and/or fire alarm systems shall be serviced annually.
- ◆ Fire protection systems shall be maintained in an operative condition at all times and repaired when defective.

Commercial Cooking Processes

- ◆ A Class K fire extinguisher shall be mounted within 30 feet of commercial food equipment using vegetable or animal oils.
- ◆ Commercial cooking suppression systems shall be serviced semi-annually.
- ◆ Hoods, grease removal devices, fans, ducts and other appliances shall be cleaned to bare metal. Cleaning shall be recorded and records shall state the extent, time and date of cleaning. Records shall be maintained on premises.

Building Maintenance

- ◆ The building address shall be clearly visible from the street, at a minimum of 4 inches in height with a *contrasting* background.
- ◆ Fire resistance-rated construction shall be maintained.
- ◆ Emergency lighting must be tested monthly and records must be maintained.

Electrical

- ◆ A working space of no less than 30 inches wide (or width of equipment), 36 inches deep and 78 inches high shall be provided in front of electrical service equipment. No storage shall be kept within this designated work space.
- ◆ Relocatable power taps shall be polarized or grounded, equipped with over-current protection and shall be listed.
- ◆ Relocatable power taps shall be directly connected to a permanently installed receptacle.
- ◆ Relocatable power tap cords and extension cords shall not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage.
- ◆ Extension cords and flexible cords shall not be a substitute for permanent wiring.

Portable Fire Extinguishers

- ◆ A minimum of one 2A-10:BC portable fire extinguisher shall be provided within 75 feet of travel distance from anywhere in the business on each floor.
- ◆ Fire extinguishers shall not be obstructed and shall be in a conspicuous location.
- ◆ Fire extinguishers shall be mounted on walls with hanger or in an approved cabinet.
- ◆ All fire extinguishers shall be serviced annually.

Questions? (252) 329-4390

www.greenvillenc.gov



FIRE-RESCUE

Junior Fire Marshal Academy

July 11-15, 2016

9:00 AM-4:00 PM

Starting next week, Greenville Fire/Rescue will be hosting 25 rising 4th through 6th graders for the Junior Fire Marshal Academy!

Kids will be learning how to be safety ambassadors for the Greenville community through fun games and hands-on activities!



FIRE-RESCUE

You are cordially invited to attend
the Greenville Fire-Rescue

**Junior Fire Marshal Academy
Graduation
2016**

Emergency Operations Center
3377 E. 10th Street
July 15, 2016
4:00 p.m.

Reception and cookout to follow



Find yourself in good company