

NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *BL*

DATE: September 14, 2016

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from me regarding a Police Traffic Stop video
2. A memo from Kevin Mulligan, Public Works Director, regarding an NCDOT open-house public meeting on the widening of Fire Tower and Portertown Roads
3. Notice from the NC Department of Public Safety appointing Fire/Rescue Chief Eric Griffin to serve on the NC Urban Search and Rescue Technical Advisory Committee
4. A copy of the Recreation and Parks Department monthly report for September

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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: September 14, 2016
Subject: Police Traffic Stop Video


After several national events surrounding police shootings across the country, the Greenville Police Department saw an increase in requests for community presentations regarding traffic stop protocol. As a result, the department worked with the City's Public Information Office to create a video designed to serve as a step-by-step walk-through of a traffic stop with the ultimate goal of increased safety for both citizens and officers.

The Police Department intends to use this video as an educational tool during public forums and events. It will serve as a conversation starter through the recently launched "Cops and Barbers" program, and the video will be incorporated into school lesson plans through our School Resource Officers. The department is continuing to research other outlets and platforms where the video can be used to reach its intended audience. One such avenue currently being researched is through the Driver's Education programs. It will be made available to the general public through the Police Department's page on the City website, www.greenvillenc.gov.

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Memorandum

To: Barbara Lipscomb, City Manager

From: Kevin Mulligan, PE, Director of Public Works 

Date: September 8, 2016

Subject: Open House Public Meeting – Widening of Fire Tower Road and Portertown Road

The North Carolina Department of Transportation (NCDOT) is proposing the widening of Fire Tower Road and Portertown Road from Charles Boulevard (NC 43) to 10th Street (NC 33) from a two-lane road to a four-lane raised median divided road.

The NCDOT will hold an open-house public meeting about this project on Thursday, September 22, 2016, from 4 pm until 7 pm at the Pitt County Community School and Recreation Building at the Alice Keene Park located at 4561 County Home Road. Citizens are encouraged to attend at any time to ask questions and provide comments. Attached is additional information regarding this public meeting.

Attachment

**NCDOT TO HOST PUBLIC MEETING SEPTEMBER 22 FOR PROPOSED WIDENING OF
FIRE TOWER ROAD AND PORTERTOWN ROAD IN GREENVILLE**

STIP Project_No. U-5870 and No. U-5785

The North Carolina Department of Transportation (NCDOT) will hold an open-house public meeting on Thursday, September 22, 2016 for the proposed widening of Fire Tower Road and Portertown Road, from Charles Boulevard (N.C. 43) to 10th Street (N.C. 33) in the City of Greenville.

The open-house public meeting will be held at the **Pitt County Community Schools and Recreation Building** at **Alice Keene Park**, located at **4561 County Home Road** in **Greenville** from **4:00 P.M. to 7:00 P.M.** Interested citizens are encouraged to attend at any time during those hours. NCDOT and Consultant staff will be available to provide information on the project, answer questions and receive comments. Please note there will be no formal presentation.

A map of the proposed project is available on the NCDOT Public Meetings Website at: <http://www.ncdot.gov/projects/publicmeetings/>.

Anyone desiring additional information regarding the project may contact Maria Rogerson, NCDOT Division 2, at (252) 439-2830 or by e-mail at marogerson@ncdot.gov. Comments may be submitted until October 6, 2016.

NCDOT will provide auxiliary aids and services under the Americans with Disabilities Act for disabled persons who wish to participate in this workshop. Anyone requiring special services should contact Ms. Diane Wilson, Senior Public Involvement Officer at (919) 707-6073 or email: pdwilson1@ncdot.gov as early as possible so that arrangements can be made.

Aquellas personas que hablan español y no hablan inglés, o tienen limitaciones para leer, hablar o entender inglés, podrían recibir servicios de interpretación si los solicitan antes de la reunión llamando al 1-800-481-6494.



North Carolina Department of Public Safety

Emergency Management

Pat McCrory, Governor
Frank L. Perry, Secretary

Michael A. Sprayberry, Director

August 3rd, 2016

Eric Griffin
Fire Chief
Greenville Fire Rescue
500 S Greene Street
Greenville, NC 27834

Chief Griffin,

It is with pleasure that I congratulate you on your appointment by Secretary Frank L. Perry to serve on the North Carolina Urban Search and Rescue Technical Advisory Committee.

Thank you for your willingness to serve the State of North Carolina by representing the search and rescue response programs of our state. It is imperative that the State of North Carolina work to maintain a search and rescue response program that protects the State, its citizens, and its industry.

Please feel free to contact Charles Laird, Search and Rescue Coordinator if you ever need assistance at (919) 825-2272 or Charles.Laird@ncdps.gov.

Sincerely,

Michael A. Sprayberry
Director
North Carolina Emergency Management

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www.readync.org
www.ncdps.gov



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SEPTEMBER 2016

DIRECTOR

1. Staff continue to search for various opportunities for grants or other forms of outside support to enhance current revenues and the resources provided to the department through the City's budget.
2. We recently received notice from the Vidant Foundation that two departmental grant applications have been approved for funding: (1) A \$23,000 grant that will cover the purchase of three pieces of exercise equipment to be included as part of the Town Common Playground project, and (2) a \$34,000 grant that, when combined with an \$11,000 grant received from the Christopher and Dana Reeve Foundation, will allow for the purchase of two paramobile vehicles, designed to allow those with mobility challenges access to various recreation facilities and participate in golf and a variety of other recreation pursuits.
3. A May 2016 submission of an Outdoor Recreation Legacy Partnership grant application for significant improvements to Greenfield Terrace Park resulted in our application being one of two NC submissions being recommended to the National Park Service for possible funding. We are competing with 60 other finalists nationwide for a share of \$15,000,000 and should receive notice as to funding by late October. Total project cost would be \$975,000 with the grant providing half of that.
4. The Dedication Ceremony of the new Town Common Playground will be held at 4:00 PM on 10/18/2016. Much progress has taken place on the project in recent weeks.



Paramobile

In September . . .

1. 9/1 *Fit Group* was held.
2. 9/4 *Doggie Pool Party* held at the Community Pool with 53 dogs and their owners.
3. 9/6 *PAL Cheerleading* practice held.
4. 9/6 *Adult Softball* began and *Adult Basketball* Packet Pick-up began.
5. 9/7 *Addicted to Art* and *Addicted to Drawing* began.
6. 9/7 *Days of J.O.Y.* held at Eppes Recreation Center.
7. 9/8 *Exercise in the Park* (Yoga) was held at the Town Common (every Thursday at 5:30 PM).
8. 9/10-11 *ASA Softball Tournament* at H. Boyd Lee Park.
9. 9/10 *Future Stars Soccer* practices began.
10. 9/11 *Adult Flag Football* and *Greenie League Fall Baseball* began.
11. 9/12 *Youth Flag Football, Fall Tennis, Young Potter's Wheel, and Stamp Making and Surface Decoration Pottery Class* began.
12. 9/12 *Special Olympic Swimming, Basketball, and Bowling* practices began.
13. 9/12-15 *Employee Biometric Screenings*
14. 9/12 *Active8 Employee Wellness Challenge* begins.
15. 9/13 *Young Potter's Wheel, Beginner's Quilting, and Couch to 5k* began.
16. 9/13 *Flu Vaccinations at Public Works.*
17. 9/14 *Flu Vaccinations at Police/Fire Rescue.*
18. 9/14 *Learn to Throw* begins.
19. 9/15 *Intermediate & Advanced Throwing* begins.
20. 9/15 *Senior Summer Dining Series* in Tarboro, NC.
21. 9/15 *Beginning Drawing & Painting* begin.
22. 9/15 *Walking & Hiking Club* at the Town Common, 6:00 PM.



*Young Potter's
Wheel Class*

23. 9/16 *Specialized Recreation Game Night* at the Drew Steele Center at 6:00 PM.
24. 9/17 *Dirt Day* at River Park North, 2:00 PM.
25. 9/18 *9th Annual Kids Splash & Dash Triathlon* at GAFC.
26. 9/18 *Music Together Sunday Session Demo* at H. Boyd Lee Park.
27. 9/19 *Beginner Bridge* classes begins.
28. 9/19 *Youth Basketball* registration opens.
29. 9/20 *Autumn Colors in Clay* and *Intermediate Bridge* classes begin.
30. 9/20-22 Staff Training for RecTrac Upgrade.
31. 9/21 Hosting Travel preview for *Senior California Trip* (26 Seniors participating).
32. 9/22 *Advanced Bridge* classes and *Try it! Art Series* begin.
33. 9/22 *Music Together Thursday Session Demo* at Jaycee Park.
34. 9/24 *Fairy House Workshop*
35. 9/24 *Future Stars Soccer* begins regular season play.
36. 9/24 *NFL Punt, Pass & Kick* at J.H. Rose High School, 10:00 AM
37. 9/24 *Doggie Paddle* at River Park North, 12:00 PM
38. 9/25 *Music Together* classes begin.

PARKS DIVISION

PARKS SUPERINTENDENT

1. Bids to resurface River Birch Tennis Center courts have been received and are being evaluated. Work to begin after 10/24.
2. Park Ranger vacancy interviews to be conducted in October.

PARKS COORDINATOR

1. Roof work is complete at Greenville Aquatics & Fitness Center.
2. The East Group is currently working on the design and development of the plans and specifications for the HVAC replacement at the H. Boyd Lee Park gym. Work on the project is scheduled to begin in March 2017.
3. The bids for the plumbing renovations at GAFC were received on 8/18. Currently working with The East Group to finalize the pricing. Work is scheduled to begin in November and be completed by the end of December.
4. The GAFC locker room carpet replacement has been completed.
5. Hillsdale Park shelter roof replacement has been completed.
6. The tennis courts at Jaycee Park have been demolished.
7. Received bids for the replacement of the rear parking lot at Eppes Recreation Center. The project will be awarded and the contractor will be scheduled to begin the end of October, and the anticipated completion is mid-November.
8. Met with Cunningham Recreation to begin the process of replacing the playground equipment at Westhaven Park and Hillsdale Park.
9. Parks Coordinator passed the Playground Safety Inspector exam and has become a Certified Playground Safety Inspector (CPSI).

PARKS MAINTENANCE

1. Landscape crews – daily ball field maintenance, seasonal mowing schedule, and plant maintenance schedules in place and active. Trimmed trees and brush at Town Common boat ramp and along Greenway. Turf repairs and layout for soccer fields for fall season were completed at Bradford Creek Soccer Complex.
2. Custodial crews – provided cleaning services and litter collection.
3. Technician crews – Smaller projects: removal of park amenities from new playground construction site at Town Common; removal of diving board at the Community Pool and stored; installed information kiosks along greenway and River Park North; installed plaque for STEM lab at Eppes Recreation Center; repaired sewer cleanout at GAFC and NEOS at Greenfield Terrace Park; and replaced deck boards and rails on the Town Common pier.
4. Weekend Event Staff – Provided support with litter collection and shelter service, as well as tournament field prep support, for softball tournament at H. Boyd Lee Park; and set up and support for Sunday In the Park.

5. Set up and support for girls softball tournaments at H. Boyd Lee Park, *Tournament of State Champions* at Elm Street Park, swim meet at Community Pool, and Specialized Recreation cookout at the Drew Steele Center.

RIVER PARK NORTH (RPN)

- **August Activities**

1. 9 public programs, total attendance 187 (*Sunday in the Park, Open Play, Evening Kayak Demo, etc.*).
2. 9 private/group programs, total attendance 213 (*Camp Tours, Birthday Party*).
3. 5 Large shelter reservations, total attendance 500.
4. 13 drive-to campsite reservations

- **August Highlights**

1. NC Green Travel Destination Certification Application submitted.
2. \$60,000 NC State Museum Improvement Grant submitted. If received, funds will go toward a complete overhaul of classroom into a public STEAM lab and water quality resources lab.
3. Christopher Horrigan submitted an application with NCRPA to serve as Region 2 and statewide education coordinator.
4. Fund Your Park campaign began. To date \$1,600 has been raised toward enhanced landscaping at the Town Common playground site.
5. Christopher Horrigan received Aquatics Pesticide certification; staff have begun to treat invasive alligator weed infestation in ponds.
6. Significant fish die off (7 fish, in large aquarium). Staff are investigating.
7. RPN summer camps concluded. Camps were full and a success.
8. NC State Museum of Natural History retrieved 20 taxidermy mounts that have been in storage. Mounts may replace lesser quality mounts currently on display, be used in restoration training, or go out to other museums. The City will also no longer have to pay to have these mounts stored.
9. Bids received for trail improvements and culvert replacement.
10. Maintenance staff installed interpretive signage, developed by ECU students, on the main trail along the Tar River.



Interpretive signage at River Park North

- **Coming in September**

1. 9 public programs (*play trailer park visits, Project WILD, Dirt Day, Open Play, Hayrides, Campfire, etc.*).
2. 3 private/group programs, expected attendance 30 (*Private Tour, Birthday Party*).
3. Project WILD educator training.
4. Dirt Day on 9/17.
5. Camping platform construction begins, RPN platform should be completed by the end of the month.
6. *Fund Your Park Campaign* concludes on 9/23.

PARKS PLANNING

1. South Greenville Recreation Center
 - a. The General Contractor, Stocks & Taylor Construction, Inc. completed all interior and exterior masonry work. All of the wall finishes and restroom tile have been installed. Additionally, all HVAC related work and decking have been completed. The Contractor is currently installing doors, windows, and working on interior painting. Current site work being performed includes fine grading and staking in preparation for site paving and landscaping.
 - b. Purchase Order issued for the weight room equipment. Custodial supplies and equipment have been ordered by Parks Maintenance staff.
 - c. Parks staff is currently soliciting quotes for office furniture and computers for the lab and learning center.

2. Town Common
 - a. The Contractor has ordered all of the playground equipment and 80% of the site grading and staking has been completed. Site stabilization and paving will be completed by the end of September.
 - b. The Engineer has completed and submitted the revised drawings to the US Army Corps of Engineers. The City anticipates receiving final approval in late September.
 - c. The design team for the Town Common Schematic Plan, being led by Rhodeside & Harwell, Inc., facilitated a public open house on 8/29 to present design alternatives for the Town Common Schematic Design. The final design will be completed by mid-October. Over 100 citizens attended.
3. Tar River Legacy Plan
 - a. The City has received an approved site plan and building permits for the overlook pavilion at River's Edge Park. The construction materials have been delivered to the site. Construction is scheduled to begin in mid-September with a 10 day construction schedule.
 - b. Sound Rivers has received approved site plans and a building permit for the three camping platforms along the Tar River. Construction on the platform at River Park North has begun.



Playground at Town Common

BRADFORD CREEK PUBLIC GOLF COURSE

1. August Revenues: \$58,498 Target: \$72,127
2. Rounds of Golf: 1,607 (down 25% from previous year)
3. Weather or Maintenance Effected Days: 16 (heat and weekend rain played a big factor in rounds).
4. FootGolf Rounds: 20 Revenue: \$188
5. Total Revenue for Short Course/FootGolf FY 17 to-date: \$530.12 (includes soccer ball rental, green fees and cart).
6. **August Highlights:**
 - a. *The Bradford Creek Junior Golf Team* continued their reign as the powerhouse team in the Eastern North Carolina Junior Golf League. The 12-person team, consisting of youth ages 8 - 18, brought home the Tom Braswell Memorial trophy again on 8/8. The league, which has been in operation for over 30 years, is comprised of 21 golf courses (or teams) throughout the eastern North Carolina region. Five qualifying teams and over 126 Juniors participated in the league finals which were held at Wilson Country Club. Bradford Creek has won the championship a record 9 times over the past 11 years.
 - b. *The Bradford Creek PGA Junior League All-Stars* are currently competing in the final match of the PGA Junior League State Championship. Bradford Creek played against the South Charlotte All Stars on 9/9 in Pinehurst, NC and was unable to come away with win.
7. **Coming in September:**
 - a. 9/11, 18, 25 *PGA Junior League Fall Finale* – 50 Kids registered.
 - b. 9/13 *Ladies Nine and Wine*; 10-20 ladies expected.
 - c. 9/17 *Greenville Moose Lodge Fundraiser tournament*; 60-80 players expected.
 - d. 9/19-20 *Greens aerification*.
 - e. 9/27 *VIP Appreciation Tournament* – 5:30 shotgun start. 30-40 participants expected.

RECREATION DIVISION

RECREATION SUPERINTENDENT

1. 8/2 *National Night Out* at Dream Park; staff left early due to rain.
2. 9/4 *Doggie Pool Party* held at Community Pool with 53 dogs and over 90 people.
3. Three *Sunday in the Park* concerts held in August.



Doggie Pool Party
Photo credit: 252Buzz

AQUATICS & FITNESS CENTER (GAFC)

1. 45 new memberships.
2. The Daily Reflector published an article on our yoga instructor.
3. The Region Q Work Experience Program approved Akia Little to remain as an employee with GAFC.
4. Two ECU exercise science interns (Health Fitness) will be with GAFC through October.
5. Created GAFC's first After School Program in collaboration with the Ignite school. Only four participants at this time. Open to public schools as well.
6. Summer Camp ended on 8/5 with a wonderful Talent Show.
7. Splashpoint Sprayground closed after Labor Day.
8. Welcome new Yoga instructor Alexis Ingram to GAFC staff.
9. New carpet installed in locker rooms.
10. 9/1-2 Weigh-out dates for the 10-n-10 Club weight loss program; 20 GAFC participants.

EMPLOYEE WELLNESS

1. 8/10 Held Red Cross blood drive at GAFC. Reached goal of 68 pints.
2. 8/16 *Biometric Lunch & Learn* held at Public Works; 17 employees attended.
3. 8/24 *Biometric Lunch & Learn* held at Greenville Housing Authority; 12 employees attended.
4. 8/26 Registration opened for *Activ8 Challenge*. Wellness Program pays registration fees (\$10) for full time and designated part time employee participants.
5. 8/30 *Biometric Lunch & Learn* held at Police/FR; 19 employees attended.
6. 9/1-2 Weigh-out for *10-n-10 Club* weight loss program; 12 employee participants.



New carpet at GAFC

SPORTS CONNECTION

1. 1,078 tokens sold vs 1,300 in August 2015.
2. Attendance: 1,381 vs 1,157 in August 2015.
3. 1 cage rental.
4. One birthday party held.

YOUTH ATHLETICS/ H. BOYD LEE PARK (BLP)

1. 8/15 Registration for *Fall Future Stars Soccer* ended (944 participants; 106 teams).
2. 8/24 Soccer Coaches' Meeting held at Boyd Lee Park.
3. 8/31 Soccer coaching clinic with Rob Donnenthirth, ECU Women's Soccer Coach, at Boyd Lee Park.

ADULT ATHLETICS / BLP

1. 8/6-7 ASA softball tournament.
2. 8/23 *Flag Football* official training.
3. 8/25 *Fall Softball* and *Flag Football* team deadline.

RIVER BIRCH TENNIS CENTER (RBTC)

1. 8/4 T & TH evening *Youth Tennis* classes were extended one week to make up for rainouts.
2. 8/7 *GRPD's Coastal Plains Mixed Doubles and Singles Leagues* concluded; 262 participants overall.
3. 8/11 *Adult Intermediate Plus* class extended one week to make up for rainouts.
4. 8/20, 23, 27 & 28 River Birch Men's and Women's teams hosted opposing teams in Coastal Plains Combo Doubles League play.
5. 3 ball machine rentals.
6. 3 private lessons given.

DREW STEELE CENTER (DSC) / ELM STREET CENTER (ESC) / B.E.T. BUILDING

1. 10 B.E.T. rentals; total attendance – 1,023.
2. Six DSC rentals; total attendance – 832.
3. DSC *Coed Adult Basketball*: M-TH, 6:00-8:00 PM.

4. DSC *Late Night Basketball*, Tuesday, 8:00 – 11:30 PM and Friday, 6:30 – 9:30 PM.
5. ESC *Fencing*, Tuesday and Wednesday, 7:15 – 9:00 PM.
6. 8/30 Youth Flag Football Coaches' meeting.

SOUTH GREENVILLE RECREATION CENTER

1. Closed for renovation.

EPPEs RECREATION CENTER/THOMAS FOREMAN PARK

1. 8/5 Summer Camp ended; 30 participants.
2. 8/5 *Summer Basketball League* ended; 150 participants and 12 teams in the league.
3. 8/13 Jack and Jill Computer Lab dedication; 25 in attendance.
4. Seven shelter rentals; total attendance – 435.
5. 27 Multipurpose Room rentals; total attendance – 510.
6. Three gym rentals; total attendance – 375.

SPECIALIZED RECREATION

1. 8/5 *Camp Escape* concluded; camp met capacity with 35 campers each session.
2. 8/18 *Special Olympics* Local Coordinator Training in Mooresville, NC.
3. 8/24 *Creative Oasis* began; class at capacity with 20 participants.
4. 8/27 *Welcome Back Cookout*; approximately 250 attended.

ARTS AND CRAFTS CENTER

1. 8/1-5 *Famous Artist Camp* Session 5; 21 participants registered (max=21; waitlist=5).
2. 8/1-5 *Young Potter's Wheel* Camp Session 3; 5 participants registered (max=5; waitlist 3).
3. 8/8-12 *Famous Artist Camp* Session 6; 21 participants registered (max=21; waitlist=2).
4. 17 Auditorium rentals; total attendance – 590.
5. 1 Meeting Room rental; attendance – 8.
6. 7 Craft Room rentals; total attendance – 70.



Famous Artist Camp

SENIOR AND ACTIVE ADULT SERVICES

1. 8/1-19 Held sessions 8 -10 of *Jaycee Jamboree* Summer camp; 35 participants each session.
2. 8/25 *Summer Dining Series* traveled to Morehead City; 6 participants.

Respectfully submitted,

Gary N. Fenton, Director of Recreation and Parks