

NOTES

TO: Honorable Mayor and City Council Members

FROM: Merrill Flood, Assistant City Manager *MF*

DATE: February 22, 2017

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Barbara Lipscomb, City Manager, regarding a major projects website
2. A memo from Gary Fenton, Recreation and Parks Director, providing information on the Overlook at River's Edge Park
3. A memo from Ben Griffith, Community Development Director, regarding a development review informational meeting
4. A memo from Barbara Lipscomb, City Manager, regarding the City Hall Reception Desk
5. A memo from Kevin Mulligan, Public Works Director, regarding Community Tree Day and the ribbon cutting for the new greenway
6. A letter from Scott Elliott, County Manager, regarding the Pitt County Animal Services Advisory Board
7. A memo from Ben Griffith, Community Development Director, providing an invitation to the HRC Annual Awards Ceremony on February 25, 2017
8. A memo from Ben Griffith, Community Development Director, providing the February 23, 2017 HRC Meeting Packet

mc

Attachments



Memorandum

To: Honorable Mayor and City Council Members

From: Barbara Lipscomb, City Manager

Date: February 22, 2017

Subject: Major Projects Website

In an effort to keep the public informed about major projects in our city, the Public Information Office has collaborated with the IT Department to create an interactive story map. The story map provides information about the locations of the projects, estimated completion dates, impacted streets, and more.

The site's lengthy URL is provided below, but it is also linked on the City's website in the "In the Spotlight" section on the home page to make it easier for citizens to locate. The Public Information Office will update the site as it continues to receive information from City departments and other entities.

<https://cognc.maps.arcgis.com/apps/MapTour/index.html?appid=5f9bfc34d2f44f94867b5afb7fe5589b>

Memo

To: Barbara Lipscomb, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: February 22, 2017
Re: Overlook at River's Edge Park

The “overlook pavilion” at River’s Edge Park has recently been completed, and is located next to the small garden and trail through the woods developed by the Friends of the Greenville Greenways (FROGGS).

Various briefings regarding plans for this overlook project were presented to the Recreation and Parks Commission and City Council during 2016.

While the facility does not encroach into the river, it does give greenway users and other visitors the opportunity take a break, sit down and enjoy the view of the river or adjacent parkland.

This cost of this project was approximately \$52,000.00. The source of these funds were in the current Tar River Legacy Plan (TRLP) allocation, capital funds intended for improvements related to recommendations coming out of the TRLP.

For additional overlooks in the future, we may want to consider covered platforms that that actually extend into the river, but this will significantly increase costs, as well as complicate – and lengthen – the permitting process. (A no-rise certification will be required.)

Please let me know if you have any questions.

cc: Merrill Flood, Assistant City Manager
Lamarco Morrison, Parks Planner

Memorandum

To: Merrill Flood, Assistant City Manager
From: Ben Griffith, Community Development Director *Ben*
Date: February 21, 2017
Subject: Development Review Town Hall Meeting

The City's Planning Division will host a Town Hall meeting on Monday, March 6, 2017, from 2:00 – 4:00 PM in Meeting Room A at the Sheppard Memorial Library, located at 530 Evans Street. The purpose of this meeting is for those involved with the City's Development Review process, including the City's Planning, Engineering, Fire Marshal and Inspections Divisions, as well as representatives from GUC and NC-DOT, to provide a brief overview of the their site plan review procedures and address questions and concerns from the development community.



Find yourself in good company

Memorandum

To: Mayor and City Council Members
From: Barbara Lipscomb, City Manager *BL*
Date: February 21, 2017
Subject: City Hall Reception Desk

Coverage of the reception desk in the lobby will resume again on Monday, February 27. Two Youth@Work participants are being provided through the Mid-East Commission, which will cover their salaries. The program provides on-site job training and assistance to young people to help them in developing employment experience.

Coverage will be from 8 a.m. to 5 p.m. Monday-Friday with the exception of Wednesday afternoons from 12-5 p.m. when the students have mandatory training. One of the participants will work mornings, and the other participant will work in the afternoons. Their primary responsibility will be to greet and direct callers and visitors; other duties may be assigned to broaden their experience and provide additional learning opportunities for them as well as assistance to our suite.

dr



Find yourself in good company

Memorandum

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, PE, Director of Public Works 
Date: February 22, 2017
Subject: Greenville Community Tree Day

The 8th Annual Greenville Community Tree Day will be held on Saturday, March 18, 2017, from 9 am until 12 noon along the City's new Greens Mill Run Greenway. The new section of greenway runs from Charles Boulevard at Sulgrave Road to Evans Street near Clifton Street. This year's co-sponsors, ReLeaf of Greenville and the City of Greenville, plan to plant approximately 120-140 trees along the Greenway. We invite City Council members and citizens of Greenville to join us at the Blount Recreational Sports Complex located at 100 Curry Court to plant these trees. In addition, at the beginning of the Tree Day event, the City of Greenville will hold a ribbon cutting to officially open this new section of the Greens Mill Run Greenway.

Parking for the event will be at 100 Curry Court where attendees and volunteers will be guided to the event site on the Greenway for the ribbon cutting and tree plantings. Signs will be placed at Charles Boulevard and Curry Court to direct you to the parking area (see attached map). For additional information or to register for the event, please see the attached flier for contact information.

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

Attachments

cc: Kenneth Jackson, Operations Manager
Kevin Heifferon, Buildings & Grounds Superintendent

We need YOUR help with...

Community Tree Day

The City of Greenville and ReLeaf are helping to rehabilitate our community—one tree at a time! Our goal this year is to plant dozens of new trees in Greenville, but we need **YOUR** help! Join us at the **Blount Recreational Sports Complex** on **Saturday, March 18** to plant the next generation of trees along the city's new **Green Mill Run Greenway**.

Saturday, March 18
9:00 AM–12:00 NOON
Blount Recreational Sports Complex
100 Curry Court, Greenville, NC

For more information, call Kevin Heifferon at (252) 329-4531 or email kheifferon@greenvillenc.gov.

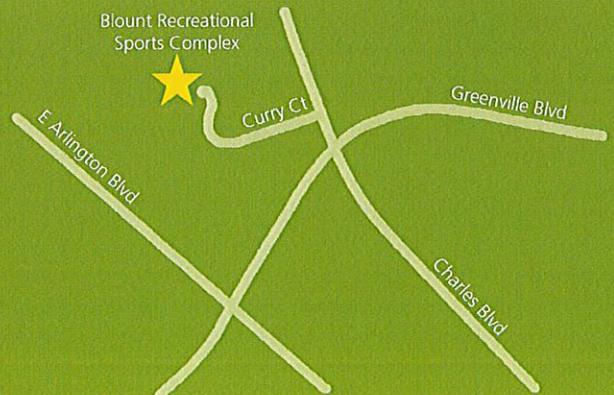
greenvillenc.gov



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ReLeaf, Inc.
Greenville, NC





**GREENS MILL RUN
GREENWAY PHASE 2
RIBBON CUTTING AREA**

**COMMUNITY TREE DAY
REGISTRATION AREA**

PARKING
AREA

Legend

 Greenway



RECEIVED

FEB 20 2017

February 14, 2017

CITY MANAGER'S OFFICE

Ms. Barbara Lipscomb
Greenville City Manager
P.O. Box 7207
Greenville, NC 28735-7207

Dear Barbara:

During the January 25, 2017 regular meeting of the Pitt County Animal Services Advisory Board (ASAB), the Board considered the City's recommendation for appointment of the Animal Control Supervisor to ASAB as a standing, non-voting member. As you are aware, ASAB requested the appointment of an elected official from the City to serve in this capacity. It was also during this time that the County sought partnership with the City for joint Animal Services and appointment of City representation to the Advisory Board seemed appropriate.

Given that City and County Animal Services will remain separate and ASAB's desire for an elected official was not recommended, ASAB voted not to accept the City's offer for appointment of your Animal Control Supervisor to the Board.

We look forward to continuing to work collaboratively in every way possible with the City in the provision of high quality Animal Services for our citizens. If you have any further questions or concerns, please feel free to contact me to discuss.

Sincerely,



D. Scott Elliott
County Manager

dh

cc: Michele Whaley, Animal Services Director
Duane Holder, Deputy County Manager



Memorandum

To: Merrill Flood, Assistant City Manager
From: Ben Griffith, Community Development Director *Ben*
Date: February 13, 2017
Subject: HRC Annual Awards Ceremony and Celebration Invitation

Please find attached to this e-mail an invitation for the Human Relations Council's 46th Annual Award Ceremony and Celebration. The ceremony is scheduled for Saturday, February 25, 2017 at 5:30 PM at the Greenville Hilton. The award program was created by the Human Relations Council to honor residents of the City of Greenville for their commitment and dedication to inspire others to engage in volunteer service and to recognize individuals and organizations that provide services that strengthen the Greenville community and improve the lives of others. Because of their selfless service to our community, these awards not only highlight the importance of volunteerism and community service, but they remind us of how one person can truly make a difference.

Since February 1992, the Human Relations Council has recognized and honored the extraordinary achievement of Greenville's heroes. Every day and in many ways, Greenville citizens donate their time, energy and talents in service to others. These citizens vary in age, gender, income, education, race and ethnicity; but they all share one thing in common: they seek to improve the quality of life in their neighborhoods and communities. The award ceremony is an opportunity for us to honor individuals, organizations and businesses that provide services which strengthen communities and improve the lives of others.

For more information and to RSVP, please contact Cassandra Daniels at (252) 329-4494 or cdaniels@greenvillenc.gov.

Attachment



Find yourself in good company

***“Celebrating and Honoring Those Who Make a
Difference”***



**YOU ARE INVITED TO ATTEND THE
FORTY-SIXTH ANNUAL AWARD CEREMONY AND
RECEPTION**

**SATURDAY, THE TWENTY-FIFTH OF FEBRUARY
TWO-THOUSAND AND SEVENTEEN**

FIVE THIRTY PM

HILTON GREENVILLE

207 GREENVILLE BOULEVARD, SW



RSVP VIA E-MAIL OR OFFICE PHONE:

cdaniels@greenvillenc.gov

252-329-4494

Memorandum

To: Merrill Flood, Assistant City Manager

From: Ben Griffith, Community Development Director *Ben*

Date: February 20, 2017

Subject: February 23, 2017 HRC meeting packet

The next meeting of the City of Greenville's Human Relations Council (HRC) will be this Thursday, February 23, 2017 at 6:00 PM in City Hall Conference Room 337. Attached to this memo is the agenda packet for that meeting. If you have any questions or require additional information, please feel free to contact Human Relations Officer Cassandra Daniels at (252) 329-4494.

Attachment

Greenville Human Relations Council

AGENDA

Thursday, February 23, 2017

6:00 PM

City Hall - Conference Room 337

- I. Roll Call (Sign In-Sheet)
- II. Announcements
- III. Welcome
- IV. Public Comment Period

There will be a public comment period, not to exceed 30 minutes, held after the welcome at each regular meeting. Individual comments are limited to three minutes. If you wish to address the Council during this period, please complete a public comment period form and give it to the staff liaison prior to the meeting. Speakers will be called on in the order in which the forms are received.
- V. Approval of Minutes
 - January 26, 2017
- VI. Old Business
 - A Race Relations Community Dialogue in partnership with the Greenville Museum of Art – Thursday, March 23, 2017.
- VII. New Business
 - Connecting People: Planting Seeds to Dismantle Racism: Community Dialogue for October 2017.
 - Recommendations and acceptance of nominees and winners for the awards program at the Greenville Hilton on Saturday, February 25, 2017.
- VIII. Comments – Human Relations Council Members
- IX. Adjourn

**PROPOSED MINUTES
BY GREENVILLE HUMAN RELATIONS COUNCIL
JANUARY 26, 2017**

The Greenville Human Relations Council (GHRC) met Thursday, January 26, 2017 at 6:00 PM in Conference Room #337, located on the third floor of City Hall. Members present denoted by *, members absent denoted by x.

Samar Badwan-*	Isaac Chemmanam-x	Jim Cox-*	Rod Debs-*
Antonio Milton-*	Joyce Mitchell-*	Lomax Mizzelle-*	Kathy Moore-*
Bill Neely*	Franchine Peña-*	Emmett Sarkorh-*	Heena Shah-*
Jessica Stokes-*	Seok Yoon-*		

Rose Glover, Council Member-x Cassandra Daniels, Staff Liaison-*

Other(s): Nancy Colville

Heena Shah called the meeting to order and welcomed the members to the first meeting of 2017. She further stated the Council looks forward to working with the new members and asked everyone to give a brief introduction.

ANNOUNCEMENTS

The following announcements were made:

1. Heena Shah stated on February 18th, the Indian Dance Competition will take place on ECU campus. Approximately thirteen colleges are participating. The goal is to spread the dance culture throughout eastern North Carolina. Tickets are \$15.
2. Samar Badwan made the following announcements:
 - The Interfaith Pirates Better Together organization will sponsor a panel discussion on the religious perspectives on racial differences. The discussion will take place on February 16th at the Ledonia Wright Center at 6:00 pm.
 - There will be an open discussion of Christian Faith
 - The Interfaith Alliance of Prayers for Peace and Justice will take place on February 27th, at Mendlehall.

WELCOME: Heena Shah welcomed everyone and asked members to introduce themselves.

PUBLIC COMMENT PERIOD

Nancy Colville expressed her concerns about the community dialogue and she was impressed with the great information and the food was good. However, she was disappointed with the attendance. She wanted to know how the event was advertised. She wanted to know if the Council supports the agencies and if the Council could get behind those agencies and help them, especially the presenter who talked about the number of beds needed for those seeking assistance with substance abuse.

APPROVAL OF MINUTES:

A motion was made by **Bill Neely**, seconded by **Joyce Mitchell**, to approve the December 1, 2016 minutes with the necessary corrections. Motion carried unanimously.

OLD BUSINESS

Connecting People: Planting Seeds to Dismantle Racism – Thursday, January 12, 2017 (Feedback)

Henna Shah stated she thought the dialogue was good and the material shared by the panelist, the experts, provided very helpful and important information to those attending. Also, the Council was able to accomplish its main purpose for any of our dialogues and that is to engage those attending. Interesting conversations were developed, because the facilitator and presenters kept the group engaged. **Bill Neely** asked if there were concerns with the quantity of people attending. **Joyce Mitchell** stated yes. However, the quality of people there, especially the presenters were excellent. This was a makeup date for the dialogue and the content of the material presented was great and the right partners were there in order to get the message out. **Bill Neely** stated these dialogues are important because it keeps us talking to each other and that is the only way to bring a community together.

Sister City Program

Franchine Peña informed the Council of her meeting with City Manager regarding the Sister City Initiative. She stated the Sister City program will be part of the City Manager's Office, and they have already joined the International Sister City program. The Council's roll will be a support to the City Manager's Office and to assist with any fundraising and any other activity they ask of the Council. They are hoping to go to South Korea in Spring of 2017. **Byung Lee** presented information on his meeting with Mayor Allen Thomas and offered the Human Relations Council tour information from a travel agency that he has used in the past. The travel agency arrangement/plan included the possibility of a tourist visit to South Korea for 25 people at a cost of \$2,500.00 - \$2,700.00. **Byung Lee** stated that for every five (5) persons, there would be one person who could travel "free of charge". After much discussion, a motion was made by **Rev. Bill Neely**, seconded by **Ms. Samar Badwan**, for the Council to meet with City Manager Lipscomb and Mayor Allen Thomas for approval of the travel agency plan as presented by Mr. Byung Lee; and if approved, to move forward with the plan as presented. Motion passed with a vote of 12:1 with Ms. Lomax Mizzelle voting in opposition.

2017 Annual Awards Program

Heena Shah stated the annual awards program is scheduled for Saturday, February 25, 2017 at the Greenville Hilton. **Cassandra Daniels** stated the event is on the City's calendar and the nomination form is open and available. Currently, the Council has received three (3) nominations. The deadline for accepting nominations is January 31st. If possible, the deadline may have to be extended for accepting nominations.

NEW BUSINESS

February 2017 Community Dialogue

Cassandra Daniels stated that Mr. Mullis with the Greenville Museum of Art (GMA) is interested in a partnership to sponsor a community dialogue on race relations. The memo from Mr. Mullis is attached to the back of your information. After much discussion, a motion was made by Bill Neely, seconded by Joyce Mitchell, that the Council partner with GMA and that the community dialogue will take the place of the Council's regular meeting. Motion carried unanimously.

Connecting People: Planting Seeds to Dismantle Racism (Community Dialogues)

Cassandra Daniels stated the following months were discussed as possible dates for community dialogues: (1) June 2017 and (2) October 2017. Since the Council has decided to partner with GMA to host a community dialogue on Race Relations in March, is there a need for a June and October dialogue? A motion was made by Samar Badwan, seconded by Jim Cox, to remove the June 2017 date from the Council's agenda. Motion carried unanimously.

New Fair Housing Rules and Tools Workshop – Thursday, February 2, 2017

Cassandra Daniels informed the Council of the New Fair Housing Rules and Tools Workshop scheduled for Thursday, February 2, 2017 from 10:30 am – 12:30 pm. The purpose of the meeting is to provide information to local governments and the housing industry on HUD's model Assessment of Fair Housing and data tools that can inform local plans and insights into how fair housing relates to land use and transportation policies. The workshop is a part of the City of Greenville's efforts to affirmatively further fair housing.

Rescheduling November (11/23) and December (12/28) 2017 meetings

Cassandra Daniels stated the November and December meetings are during Thanksgiving and Christmas holidays. After a brief discussion, a motion was made by Franchine Peña, seconded by Bill Neely, to combine the November and December meetings and the meeting date is changed to Thursday, December 7, 2017. Motion carried unanimously.

Comments – Human Relations Council Members – No comments

Adjournment

There being no further business, a motion was made by Franchine Peña, seconded by Jine Cox, to adjourn. Motion carried unanimously.

Respectfully submitted,

Cassandra Daniels

Cassandra Daniels
Human Relations Officer