


NOTES

TO: Honorable Mayor and City Council Members

FROM: Merrill Flood, Assistant City Manager 

DATE: March 1, 2017

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Merrill Flood, Assistant City Manager, providing an update regarding upgrades on street lights and fixtures
2. A memo from Merrill Flood, Assistant City Manager, regarding the prospective buyout program for those who received damages from Hurricane Matthew
3. A letter from Betty Ann Caldwell, NCDOT Division 2 Project Manager, providing an invitation to the Local Official's Informational meeting, on the Allen Road widening project
4. A memo from Ben Griffith, Community Development Director, regarding the Historic Marker Program and upcoming meetings
5. A memo from Kevin Mulligan, Public Works Director, regarding requests to restrict parking on both sides of Signature Drive
6. A memo from Gary Fenton, Recreation and Parks Director, regarding a Riverside Cleanup event held on February 11, 2017

mc

Attachments



Find yourself in good company

TO: Mayor and Members of City Council
FROM: Merrill Flood, Assistant City Manager *MF*
DATE: March 1, 2017
SUBJECT: Update Regarding Upgrades to Street Lights and Fixtures

At the August 18, 2016 meeting of City Council, staff provided Council with a plan for street light upgrades and additions resulting from the approval of the 2016-17 fiscal year budget. I am providing an update on the status of upgrades to streetlights by the Greenville Utilities Commission during the fiscal year.

Over the past 8 months the Commission has worked with the City of Greenville Public Works and Police Departments by changing out approximately 850 street light fixtures throughout the City. Approximately 1270 of the 7236 street lights in the city now have LED fixtures. For the remainder of the fiscal year, Greenville Utilities will concentrate on completing improvements along Stantonsburg Road (primarily consisting of the installation of new lights) and the conversion of lights in the Uptown to LED (approximately 350 fixtures in Uptown to be converted). At this time funds that were budgeted for the 2016-17 fiscal year have been spent and no new additional upgrades to fixtures will take place until the new fiscal year.

City staff will continue to work with Greenville Utilities to coordinate and prioritize new lights and fixture conversions beginning with the 2017/18 fiscal year.

cc: Barbara Lipscomb, City Manager

COMMUNITY DEVELOPMENT

MEMO

DEPARTMENT

TO: Mayor and Members of City Council

FROM: Merrill Flood, Assistant City Manager *M*

DATE: March 1, 2017

SUBJECT: Prospective Buyout Program

As a reminder, the North Carolina Emergency Management (NCEM) Office will hold application sessions next week for those who received damages from Hurricane Matthew and wish to participate in a buyout program. The sessions will be held in the Pitt County area on **March 8 and 9, 2017 from 10:00 am-7:00 pm at the Pitt County Agriculture Building at 403 Government Circle in Greenville and the Harvey Building located at 504 Queen Street in Grifton.**

NCEM staff will be here to assist those affected with completion of the application forms (attached). We will be preparing notices for the public and placing this information on our web site. City staff will also have this information available for those who cannot attend the meetings.

If there are additional questions or information needs, please contact me.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

Elected Officials
Pitt County and City of Greenville

RE: **Invitation to Local Official's Informational Meeting**
State Transportation Improvement Program Project No. U-5875
Allen Road (S.R. 1203) Widen to Multi-Lanes
From Stantonsburg Road (S.R. 1467) to U.S. 13 (Dickinson Avenue Extension)

Dear Sir or Madam:

The North Carolina Department of Transportation (NCDOT) invites you to attend a Local Official's Informational Meeting to be held for the above-referenced project. The meeting is scheduled for:

Date: *March 27, 2017*
Time: *10:00 a.m. – 11:30 a.m.*
Location: *Commissioner's Auditorium
Pitt County Office Building
1717 W. 5th Street, Greenville, NC 27834*

The purpose of this meeting is to provide you with information on the project and to gather your comments. An informal, drop-in style open house will be held later in the day from 4:00 p.m. until 7:00 p.m. in the *Multi-Purpose Room of Lakeforest Elementary School* located at *3300 Briarcliff Drive in Greenville*. You are welcome to attend either or both of the meetings. The opportunity to submit written comments will be provided at the meeting or no later than April 10, 2017.

Please contact NCDOT Division 2 Project Manager Betty Ann Caldwell, PE by email at bacaldwell@ncdot.gov or via phone by calling (252) 439-2808 or Susan Westberry, AICP with SEPI Engineering and Construction by email at swestberry@sepiengineering.com or phone at (910) 550-3257 if you or your representative have any questions.

Thank you and we look forward to meeting with you.

Sincerely,
Betty Ann Caldwell
Betty Ann Caldwell, PE
NCDOT Division 2 Project Manager

RECEIVED

MAR 1 2017

CITY MANAGER'S OFFICE

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
HUMAN ENVIRONMENT SECTION
1598 MAIL SERVICE CENTER
RALEIGH, NC 27699-1598

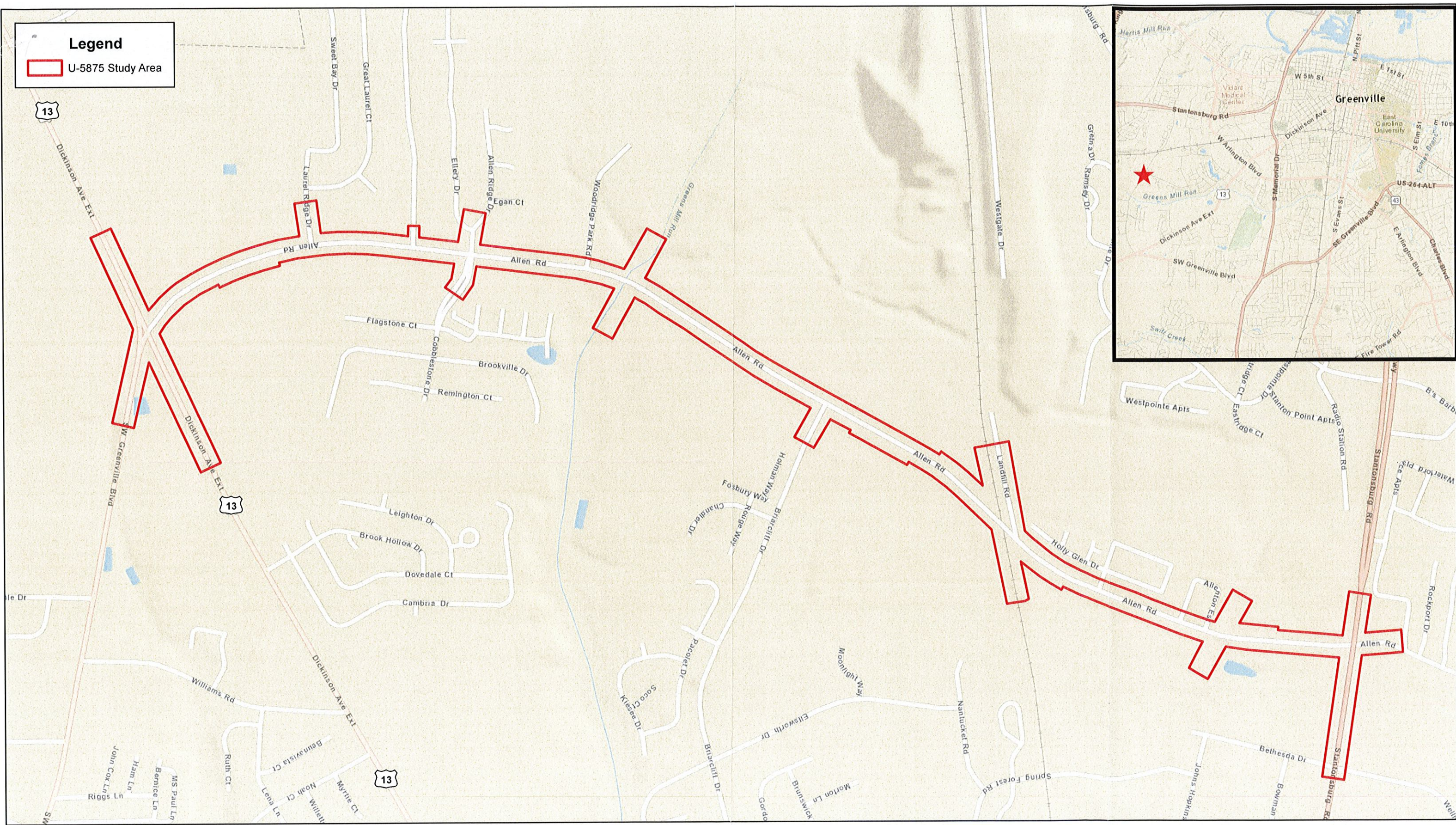
Telephone: (919) 707-6000
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Physical Address:
1020 BIRCH RIDGE DRIVE
BUILDING B
RALEIGH, NC 27610

Legend

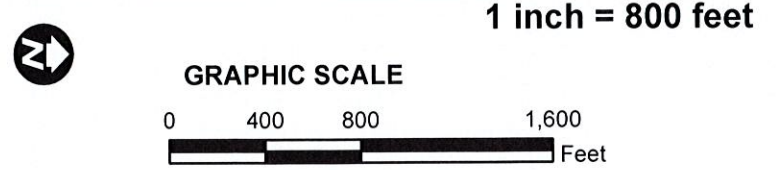
 U-5875 Study Area



This Exhibit is for planning purposes only and shown herein does not meet NC 47-30 Requirements and therefore is not for design, construction, or recording or transfer of title. The Exhibit was compiled from available information obtained from the sources listed below.

Sources:
 NCDOT, NC OneMap, ESRI, SEPI

February 2017



U-5875 Study Area

U-5875 - SR 1203 (Allen Road)
 SR 1467 (Stantonsburg Road) to
 US 13 (Dickinson Avenue Ext.)



SEPI
 ENGINEERING &
 CONSTRUCTION

Memorandum

To: Merrill Flood, Assistant City Manager

From: Ben Griffith, Community Development Director *Ben*

Date: February 27, 2017


Subject: Historic Marker Program Update and Meetings

The Historic Preservation Commission (HPC) is undergoing an effort to create the groundwork for a City-wide historical marker program. Planning staff invited a task force comprised of representatives from the community, tourism and design professionals, and several City departments to meet regularly in 2016 to refine the program framework and develop a design for the visual component of the marker. As this task force's decisions progress, several public meetings will be held throughout the City to gather community input on the program and to solicit ideas for the initial marker subjects and locations. Following these public meetings, the task force will make a recommendation to the HPC on the design of the marker and present the aggregated suggestions provided by the community for the initial marker locations. The HPC will then recommend to City Council that the program be adopted.

A community meeting was held at Sadie Saulter Elementary in November 2016. A second informational meeting will be held at Cypress Glen on Monday, March 6th from 3 – 6 PM in the auditorium. Additionally, information about the program will be available at the Community Scanning Day hosted by ECU's Joyner Library on Saturday, March 4th from 9 AM – 1 PM at Sycamore Hill Missionary Baptist Church. Also this week, an online survey should be completed and debuted to the public for additional public input.

If you have any questions, or require additional information, please feel free to contact Planner II Collette Kinane in the Planning Division at (252) 329-4486.

Memorandum

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, PE, Public Works Director 
Date: February 28, 2017
Subject: Signature Drive Parking Removal

In 2015, Public Works received a request from the Kittrell Farms neighborhood to restrict on-street parking along Signature Drive. Residents of the Kittrell Farms neighborhood expressed concerns regarding safety and trash that was being left in the area by visitors parking along the roadway. Public Works evaluated the concern and made the decision to restrict parking along the impacted side of Signature Drive (east side) between Hunt Lane and Kittrell Farms Drive. Since that time, parking has become an issue along the west side of Signature Drive adjacent to The Bellamy apartment complex. Public Works has received requests from residents in the surrounding neighborhoods to restrict parking along the entire street.

Attached is a memo from the Parking Enforcement Division discussing the current issues occurring in the area. These issues are as follows:

- Adjoining properties are experiencing an increased volume of trash and debris;
- Property damage has increased;
- Vehicles are stopping in the roadway obstructing traffic flow to offload passengers;
- Vehicle break-ins have increased;
- Students are parking along Signature Drive and using Transit system; and
- There are nuisance noises throughout the day and evening hours.

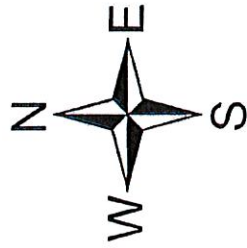
Also included in the attachment is a letter of support from The Bellamy for the proposed parking restriction. The complex has adequate parking for both residents and visitors in the joint lots they maintain and provide for their occupants.

Public Works will work with the Police Department (Parking Enforcement) to revise the current ordinance to include restricting parking along both sides of Signature Drive from Charles Boulevard to the end of the street.

Attachments

cc: Rik DiCesare, P.E., PTOE, Traffic Engineer

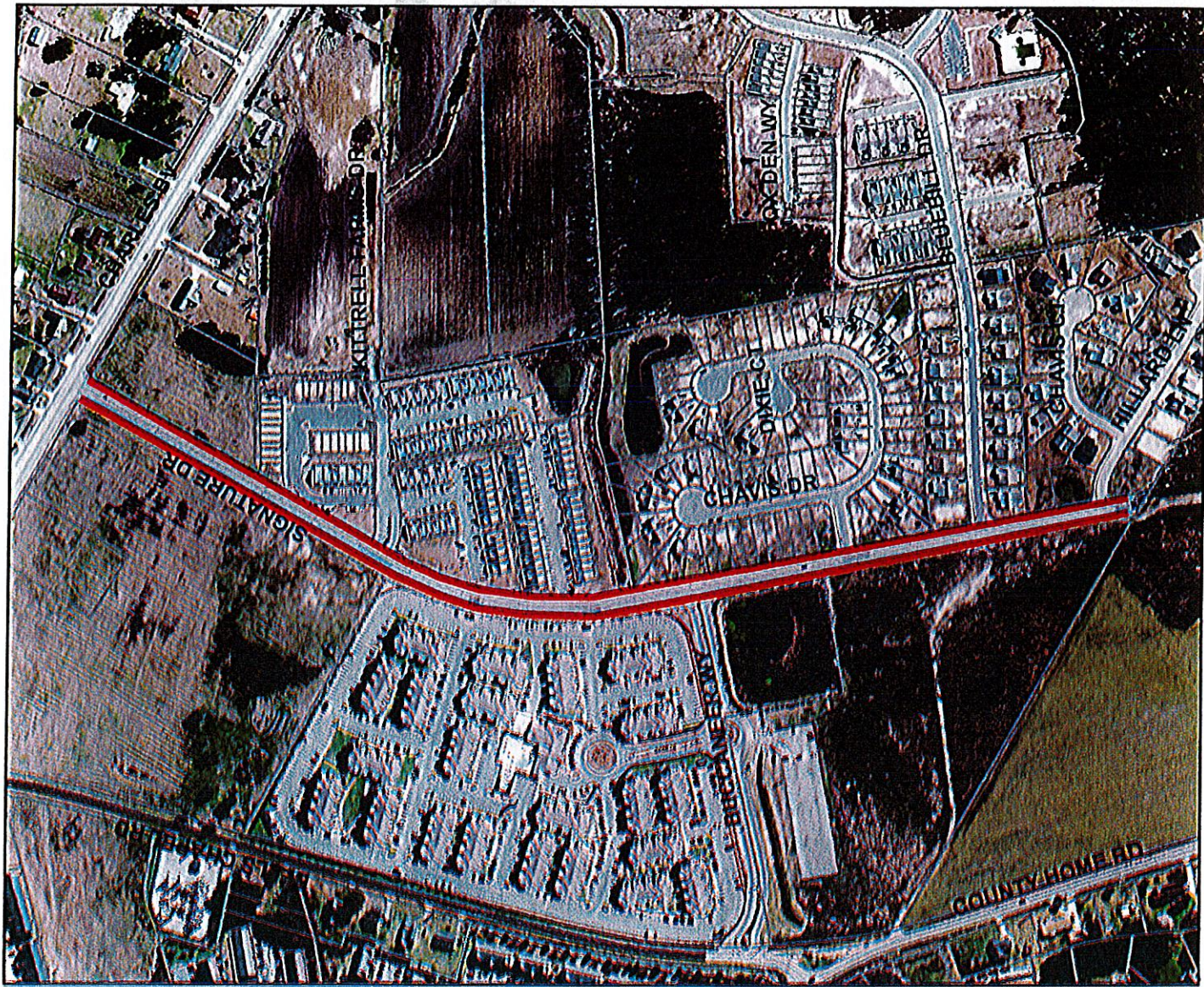
**Signature Drive
Proposed Restricted Parking**



Legend

— Proposed Restricted Parking

SCALE: 1" = 410'





POLICE DEPARTMENT

Memorandum

DATE: January 31, 2017

TO: Rik DiCesare
Public Works Traffic Engineer

FROM: Corey Barrett
Parking Enforcement Supervisor

SUBJECT: Restricting Parking on Signature Drive

The purpose of this memorandum is to outline the reasons why recently requested parking restrictions are justifiable. The City and the Public Works Department are committed to preserving livable and attractive neighborhoods. One issue that may cause deterioration of neighborhoods is the excessive parking of non-resident vehicles on the street for an extended period of time.

Some of the most emotional concerns for Greenville residents are parking and traffic related issues on residential streets, also called local streets, which are the gateway to the resident homes. Below are some concerns raised by Greenville residents.

- When entering the properties adjacent to Charles Blvd. the adjoining properties are riddled with trash and debris which affects the quality of life for the property owners in the area.
- Property damage is occurring on a daily basis.
- The students are stopping in the roadway obstructing traffic flow to offload passengers from their vehicle which is creating a traffic hazard.
- There has been an increase in vehicle break-ins.
- ECU students are parking on Signature Drive to commute using the ECU transit system to class. This forces the bus driver to stop in a live travel lane, near Charles Blvd.
- There are nuisance noises throughout the day and evening hours.
- Pedestrian and bicycle movement; both accessing Signature Drive in between parked cars which are also creating hazards.

As such, the City of Greenville is vested with the responsibility to ensure the health, safety and welfare of the use of the public streets and property. A key to achieving a livable community is the need to address these issues with residential neighborhoods and the rest of the community.

I have spoken with Liz Davis the Assistant Community Manager of The Bellamy she informed me they currently provide 150 parking spaces in their visitor's lot that is located across the street. The only requirements are the residents of the Bellamy are required to check out a pass from the office that is valid for 48 hours. By requiring the visitors to obtain a parking pass this would assist with identifying anyone that was on the property if an incident occurred. I have also attached two letters from the property managers of The Bellamy requesting the change.

I have submitted the petition that is required by the City of Greenville Code of Ordinance that requires at least 51% of the living units contained in each block face of the proposed controlled residential parking area.

After speaking with the management of The Bellamy they have agreed to assist us with mass emailing notifying the tenant with the possible changes of the restricted parking zone. I would also like to do a public information session to integrate education, enforcement and engineering initiatives to encourage positive behavior. I would implement various warning phases before enforcement actions would be taken to allow motorists that currently park in this area to become accustomed to the changes.

During Halloween between October 28- 31, 2016, we restricted parking on both sides of the street to decrease incidents at The Bellamy for four days. When we implement these steps Greenville Police staff handed out flyers and educated the student by informing them the neighborhoods adjacent to The Bellamy would not allow for parking on the street because it would not allow for free movement of traffic. The actions that were taken proved to be successful.

I have attached photos of the damage that continue to occur to the fence located along Signature Drive. I have also included the North Carolina General Statute below that defines what a nuisance is. I believe the continuous acts clearly define this issue as being a nuisance.

North Carolina General Statute Chapter 19, Section 19-1 (a) defines a Nuisance as **“The erection, establishment, continuance, maintenance, use, ownership or leasing of any building or place wherein or whereon are carried on, conducted, or permitted repeated acts which create and constitute a breach of peace shall constitute nuisance”**



To Whom it May Concern,

I would like to temporarily enforce a "no parking" policy for Signature Drive this weekend.

In order to keep trespassing, damage, noise violations, and calls at bay this Halloween I feel it is necessary to require all Bellamy visitors to park in the visitor's lot. In the event there is an issue with a vehicle in the lot we are able to trace who that vehicle belongs to.

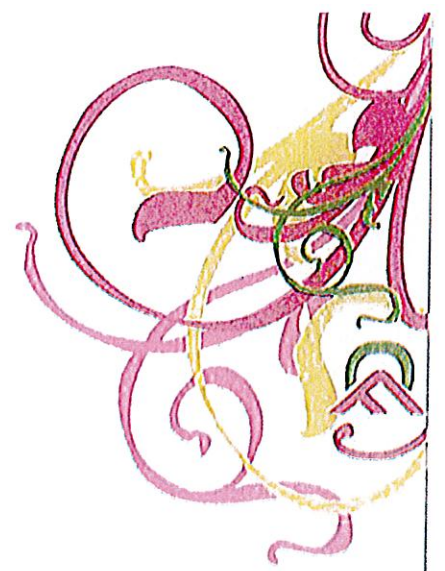
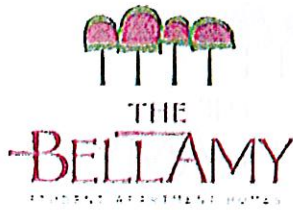
Please contact the leasing office if you have any questions.

Thank you!

Josie Landis

(252)321-7662





January 30, 2017

Dear Officer Cory Barrett &
Greenville Police Department

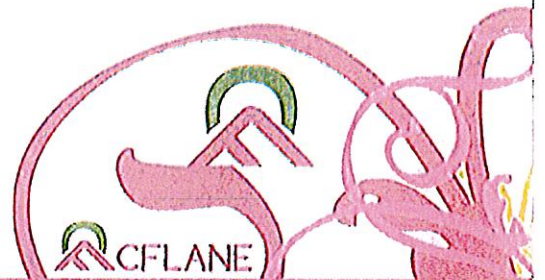
This letter is in regards to the current parking located on Signature Drive which is located directly beside our property. We are currently requesting for the parking on this street be restricted due to the high amount of property damage, foot traffic, and trash that occurs daily. We have experienced damage to the fence that divides us from Signature Street three times, one of those times just occurred on Saturday January 28. (picture of damages attached) Case # 17-6554 was issued and reported by our Courtesy Officer Michael McCoy.

We currently provide 150 parking spaces in our Visitor lot that is located across the street that our residents can check out a pass in order for their guest to park. With the exception of Halloween, our visitor lot is rarely full which tells us that many visitors use the street parking. Since our lot is open for guest to use, we feel that putting a "No Parking" issue on this section of Signature Drive will not negatively affect our residents but will potentially decrease the amount of property damage that we receive.

If you have any questions, you can contact me directly at my office or by email.

Sincerely,


Liza Davis
Assistant Community Manager
The Bellamy at Greenville
2200 Bellamy Circle
Greenville, NC 27858
252.321.7662
ldavis@caliberliving.com



 CFLANE



Memo

To: Barbara Lipscomb, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: March 1, 2017
Re: Riverside Cleanup

On Sunday, February 11, 2017, 63 volunteers gathered trash and debris along approximately 2.5 miles of the South Tar Greenway between Greensprings and River's Edge Park, contributing \$3,700 worth of service to the City of Greenville.

Volunteers consisting of single individuals, families, and community groups and businesses including Target, ECU Pirate Veterans, Greenville Jaycees, and the Hmong Student Association, collected debris included general trash (soda bottles, shopping bags, picnic litter) and larger items such as a mattress, chairs, dressers, and a couch.

The cleanup was coordinated by the GRPD maintenance staff and River Park North employees.

Please let me know if you have any questions.

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