


NOTES

TO: Honorable Mayor  and City Council Members
FROM: Ann E. Wall, City Manager
DATE: May 16, 2018
SUBJECT: Materials for Your Information


Please find attached the following materials for your information:

1. A memo from Gary Fenton, Director of Recreation and Parks, regarding the Greenville Aquatics and Fitness Center Open House
2. A memo from Gary Fenton, Director of Recreation and Parks, regarding the events schedule at the Town Common
3. A memo from Christian Lockamy, Acting Economic Development Manager, regarding the Small Business Plan Competition
4. A memo from Mark Holtzman, Chief of Police, regarding Police Athletic League 2018 Summer Programs
5. A memo from Kevin Mulligan, Director of Public Works, regarding FY 2018 pipe repair
6. A memo from Kevin Mulligan, Director of Public Works, regarding a Town Creek Culvert Clean Water State Revolving Fund Loan Update
7. A memo from Brock Letchworth, Public Information Officer, regarding Town Creek Culvert outreach

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Attachments

Memo

To: Ann Wall, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: May 16, 2018
Re: Open House May 17th-19th / Greenville Aquatics & Fitness Center

The Greenville Aquatics & Fitness Center is welcoming visitors to a 3-day Open House event beginning this Thursday, May 17th.

City staff, area residents, employees and leaders of local businesses are welcome to visit. Facility tours will be offered and visitors can participate in exercise classes, play basketball and pickleball, swim, and work out on the fitness equipment, in order to sample the “complete GAFC experience.”


Membership specials will be available. New members signing up will be entered into a drawing for a chance to win six months of free membership. GAFC merchandise will be given away during the three-day event and registered visitors will have a chance to win door prizes.

The Open House will take place from 5:30 a.m. to 9 p.m. this Thursday, 5:30 a.m. to 8 p.m. on Friday, and from 8 a.m. to 4 p.m. on Saturday.

Please let me know if there are any questions.

cc: Michael Cowin, Assistant City Manager

Memo

To: Ann Wall, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: May 16, 2018
Re: Events Schedule at the Town Common through August 2018

The Town Common continues to be the hub of many activities this spring and summer. GRPD's *Yoga in the Park* has been extended through May, Zumba continues through June, and the Young Professionals third Saturday yoga gathering is on the schedule as well. The Field of Honor, *Heroes in our Lives*, opens on Saturday, May 26th will be a truly special event. Opening ceremonies will be held that day 9 a.m. there at the Common. This flag display will continue through July 7th.

A River Clean Up is scheduled for next month. The Noon Rotary is hosting the clean-up and launching from Town Common on June 2nd. The 2018 *Sunday in the Park* (SITP) season takes off the next day, June 3rd, and features the Tar River Community Band for the first Sunday of the 45th SITP Season.

June also brings the second of three performances in the *Concert on the Common* series. *On the Border*, an Eagles Tribute Band, is expected to be a great draw for this new "2nd Wednesday" event, hosted by 107.9 WNCT Radio and Uptown Greenville.

The NC Civil BBQ Festival (6/16), Zumba in the Park (6/28) and a community outreach and empowerment event (6/30) round out events planned for June.

The current schedule, from 5/17/18 to 8/31/18, follows.

Scheduled Events @ Town Common			
5/26/18 – 8/19/18			
DATE	EVENT	SPONSOR/HOST	NOTES
Thurs, 5/17	Zumba in the Park	COG/GRPD	Free, 6-7pm
Sat, 5/19	Sweatworking Yoga	Young Professionals of Pitt County	Free, 10 a.m.
Sun, 5/20	Worship Service	St. James UMC	8am - Noon
Tues, 5/22	Yoga in the Park	COG/GRPD	Free, 6-7 p.m.
Thurs, 5/24	Zumba in the Park	COG/GRPD	Free, 6-7pm
Sat, 5/26	Field of Flags Opening	Noon Rotary/GRPD	9 a.m.
Mon, 5/28	Memorial Day Program	COG/GRPD	10:30am
Tues, 5/29	Yoga in the Park	COG/GRPD	Free, 6-7 p.m.
Thurs, 5/31	Zumba in the Park	COG/GRPD	Free, 6-7pm
Sat, 6/2	River Clean-up	Noon Rotary/GRPD	8 a.m. - Noon

Sun, 6/3	Sunday in the Park #1	COG/GRPD	<i>Tar River Community Band</i>
Thurs, 6/7	Zumba in the Park	COG/GRPD	Free, 6-7pm
Sun, 6/10	Sunday in the Park #2	COG/GRPD	<i>The Wannabees – 7pm</i>
Weds, 6/13	Concert on the Common	WNCT/ U.G. / COG	<i>On the Border – 6pm</i>
Thurs, 6/14	Zumba in the Park	COG/GRPD	Free, 6-7pm
Thurs, 6/14	Flag Day Event	Noon Rotary	Time TBD
Sat, 6/16	BBQ Festival	NC Civil	Noon to 8 PM
Sun, 6/17	Sunday in the Park #3	COG/GRPD	<i>Brad Hudson Band – 7pm</i>
Thurs, 6/21	Zumba in the Park	COG/GRPD	Free, 6-7pm
Sun, 6/24	Sunday in the Park #4	COG/GRPD	<i>Gen X – 7pm</i>
Thurs, 6/28	Zumba in the Park	COG/GRPD	Free, 6-7pm
Weds, 6/30	Outreach and Empowerment event to promote nonviolence	Kingdom Mind & Deliverance Ministries	3-7 p.m.
Sun, 7/1	Sunday in the Park #5	COG/GRPD	<i>Lydia – 7pm</i>
Weds, 7/4	Independence Day Celebration	COG/GRPD	Annual Event
Sat, 7/7	Field of Flags Closing	Noon Rotary/GRPD	Time TBD
Sun, 7/8	Sunday in the Park #6	COG/GRPD	<i>Kaylin “KMR” – 7pm</i>
Weds, 7/11	Concert on the Common	WNCT/ U.G. / COG	<i>The Band of Oz – 7pm</i>
Sun, 7/15	Sunday in the Park #7	COG/GRPD	<i>The Monitors – 7pm</i>
Sun, 7/22	Sunday in the Park #8	COG/GRPD	<i>Built for Comfort – 7pm</i>
Sun, 7/29	Sunday in the Park #9	COG/GRPD	<i>Songs from the Road – 7pm</i>
Sun, 8/5	Sunday in the Park #10	COG/GRPD	<i>Brice Street – 7pm</i>
Sun, 8/12	Sunday in the Park #11	COG/GRPD	<i>Castaways Band – 7pm</i>
Sun, 8/19	Sunday in the Park #12	COG/GRPD	<i>Heartbreaker – 7pm</i>
Sat, 8/25	Back to School Bash 5K	OPTIMISTS’ CLUB	Time TBD

Please let me know if there are any questions.

cc: Michael Cowin, Assistant City Manager



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MEMORANDUM

TO: Ann Wall, City Manager

FROM: Christian Lockamy, Acting Economic Development Manager *CL*

DATE: May 16, 2018

SUBJECT: Small Business Plan Competition (SBPC)

At the January 2018 City Council Planning Retreat, the Mayor and City Council made “developing programs to support small businesses” one of the 7 action steps to accomplish the priority of “developing a proactive economic development program”. As part of this initiative, City staff will work on revisions to the Small Business Plan Competition (SBPC) that will provide more robust options for entrepreneurs in our community.

Managed by the City’s Redevelopment Commission (RDC), the SBPC has provided grants to 38 recipients since 2008 who have located or expanded within the Center City Redevelopment Area and West Greenville Revitalization Areas. While the program has seen its fair share of community interest within the last decade, it’s time to explore some additional options as it relates to supporting small business growth.

Most recently, at the City Council Economic Development Committee (CCED) meeting on May 9, 2018, City staff discussed delaying the summer round of the Small Business Plan Competition (SBPC), while proactively working on revisions. While the summer round of the SBPC typically starts around July 1st every year, the intention is to take the following action steps to put a new plan in place, while also giving proper notice to the community:


- Late May 2018 - Advertise on social media, community centers, minority publications, and other outlets that the July 1st round of the SBPC will be delayed for several months while we craft revisions.
- Late May 2018 - Advise our partners at the Small Business Technology and Development Center (SBTDC) and the Small Business Center (SBC) our intention to delay the SBPC, while working on revisions.
- June/July 2018 – City staff to benchmark other communities and small business offerings, and develop a program(s) to assist with our growing community’s small business needs.
- August 2018 – City staff to present recommended changes at the CCED meeting and work with committee members to craft the new small business offering(s).
- September 2018 – Present CCED recommended revisions to the City Council for adoption.
- September/October 2018 – After adoption of the revised small business program, public outreach will take place to notify area partners and citizens about the new program, application process, timeline, grant awards, etc. with the intention of executing the first round of the newly revised program shortly thereafter.

Additional communication will be provided to City Council as we navigate this process. In addition, we have created a list of interested parties who have contacted our office regarding the SBPC. We will ensure that communication will take place with those citizens that have already expressed a desire in applying, so they are fully informed. We are excited to work on additional small business grant opportunities and hope that these efforts will create a more robust offering that will show our citizens that “Greenville Means Business”.



POLICE DEPARTMENT

Memorandum

To: Ann Wall, City Manager
From: Mark Holtzman, Chief of Police 
Date: May 16, 2018
Subject: Police Athletic League (PAL) 2018 Summer Programs


The purpose of this memorandum is to provide an update on the Police Athletic League (PAL) summer programs. The PAL programs primarily serve youth ages 5-13. The summer programs include three PAL Summer Camps, two Kids Police Academies, and three tackle football teams and one cheer leading squad in the American Youth Football and Cheer League. The PAL Program also sponsors two teams in the Jackie Robinson Baseball League. Programs are facilitated by the Community Outreach Youth Division supervisor with the help of two full-time police officers, two designated part-time PAL supervisors, six School Resource Officers (SROs), 20-30 seasonal/year round staff, ECU Student Interns/volunteers, community partners (i.e. The Center of Leadership and Civic Engagement) and numerous community volunteers who help serve as coaches, educators, and mentors.

Overall, 90 youth will be served during the PAL summer camps, 40 youth in the Kids Police Academies, 26 youth in the baseball program, 90-100 youth in the football program, and 15 girls in the cheer program.

Staff has focused on programming more educational components in the after school and summer camps curriculum such as reading and tutoring along with educational field trips. Some of the PAL field trips include: museums, zoos, college tours, outdoor education provided by the Love A Sea Turtle Foundation, canoeing, water testing, nutritional training, library visits, and art classes. PAL Kids still go bowling, skating and to the movies, but all agree that the outdoor experiential education has been fun when incorporated into the curriculum.

As these programs grow, we will continue to expand outside partnerships. PAL has experienced tremendous success with new partners such as the ECU Recreation and Leisure Studies department and the Love a Sea Turtle Program, which has also led to an increase in volunteers. PAL has also established great relationships with the Recreation and Parks Department. PAL Board members also assist by working with the sports programs. PAL officers and supervisors are dedicated to the continual improvement of the program and look forward to continuing to serve the youth of Greenville in the upcoming years.

Memorandum

To: Ann E. Wall, City Manager
From: Kevin Mulligan, PE, Director of Public Works 
Date: May 16, 2017
Subject: FY 18 SW Pipe Repair (On-Call Contract)

On October 9, 2017, City Council awarded an on-call stormwater pipe repair contract to Trader Construction Company of New Bern, NC, in the amount of \$1,962,407. Several projects were identified through a combination of investigations performed during the Watershed Master Plan, Road Resurfacing, or daily inspection of stormwater infrastructure. The identified locations are experiencing pipe failure and are considered urgent needs.

To date, Trader Construction has completed or has been tasked with:

1. 308 Greenfield Blvd. (COMPLETE)	\$ 37,200
2. Brookgreen Road (COMPLETE)	\$ 130,150
3. 304 Glasgow Lane (UNDER CONSTRUCTION)	\$ 75,000
4. York Road	\$ 210,000
5. East Rock Springs	\$ 65,000
6. East 5 th Street	\$ 150,000
7. 705 East 1 st Street	\$ 186,000

York Road is expected to begin May 28th and take approximately 3 weeks. There will be a full detour of York Road during this construction. Please see the attached map for more specifics.

The City has requested Trader Construction Company provide an additional crew to address both York Road and East Rock Springs during the same time period that East 5th Street and East 1st Street are in construction. This allows the City to accelerate construction activities in the University area during the summer months as well as assist with keeping the 2018 Resurfacing Contract on schedule.

If you have any questions, please contact me or Mrs. Lisa Kirby, Senior Engineer, at (252) 329-4683.

Attachment

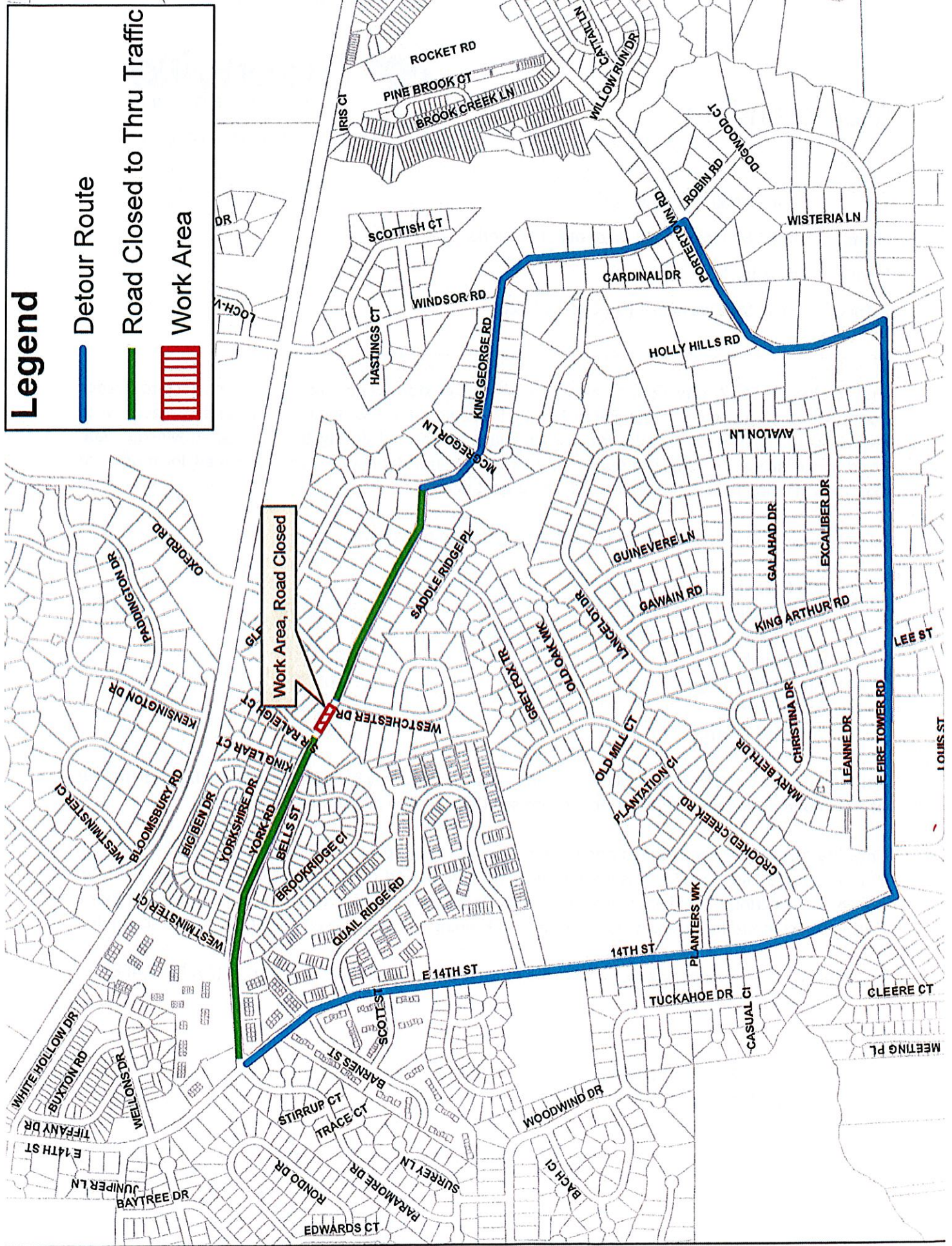
cc: Lisa Kirby, PE, Senior Engineer
Ronnie Donley, Street Superintendent

Legend


Detour Route

Road Closed to Thru Traffic

Work Area



Memorandum

To: Ann E. Wall, City Manager
From: Kevin Mulligan, PE, Director of Public Works 
Date: May 16, 2018
Subject: Town Creek Culvert - Clean Water State Revolving Fund loan update

The City of Greenville has been approved for loan assistance from the Clean Water State Revolving Fund (CWSRF) in the amount of \$32,620,172 at an interest rate of 0.93%. This is the full amount estimated for the completion of Town Creek Culvert.

Total financing with the state is approximately \$32.6 million at a rate of 0.93% for 20 years. The rate of 0.93% is a weighted average rate comprised of:

- \$16 million at 0.0% interest
- \$16.6 million at approximately 1.83% interest (half the market rate).

This loan will save the City approximately \$9.3 million in interest costs over a 20 year period. The savings are calculated as follows:

- Financing \$16 million at 0.0% interest saves approximately \$6,098,400 interest
- Financing \$16.6 million at 1.83% saves approximately \$3,184,321.

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

cc: Lisa Kirby, PE, Senior Engineer



Dale R. Folwell, CPA

STATE AND LOCAL GOVERNMENT FINANCE DIVISION
AND THE LOCAL GOVERNMENT COMMISSION

GREGORY C. GASKINS
DEPUTY TREASURER

May 3, 2018

RECEIVED

The Honorable Mayor
City of Greenville
c/o Barbara Lipscomb
City Manager
P.O. Box 7207
Greenville, NC 27835-7207

MAY - 8 2018

CITY MANAGER'S OFFICE

Re: City of Greenville – Request an Increase of Additional Funds for
State Revolving Loan- Stormwater Improvements

Dear Mayor:

On May 1, 2018 The N.C. Local Government Commission formally approved an increase of additional funds for an existing Revolving Loan by \$16,620,172 for a total loan of \$32,620,172. (Original loan approved October 7, 2014 for \$9,959,308; December 1, 2015 approved increase of \$3,381,263 for a total of \$13,340,571; March 6, 2018 approved increase of \$2,659,429 for a total of \$16,000,000)

We are pleased to have had this opportunity to serve you.

Sincerely,

Greg C. Gaskins, Secretary
Local Government Commission

GCG/aps

cc: Mark Hubbard, P.E. Assistant Chief
Division of Water Infrastructure



Memorandum

To: Ann Wall, City Manager

From: Brock Letchworth, Public Information Officer *KBL*

Date: May 16, 2018

Subject: Town Creek Culvert Outreach

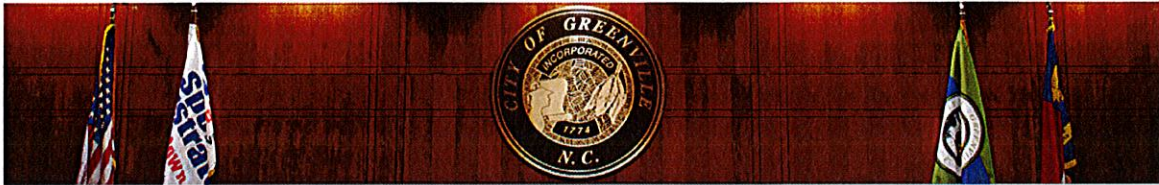
As I mentioned earlier this year, the Public Information Office is working with the Public Works Department to provide regular updates on the status of the Town Creek Culvert project. We have been doing so, and I have attached the second monthly email update that went out today. As a reminder, these emails are distributed to local business owners, residents, and the media.

We plan to send these out more often as the project progresses into the uptown area and there are more impacts on traffic and parking. Let me know if you have any questions.



NORTH CAROLINA

WEBSITE GOVERNMENT LIVE WORK PLAY



Town Creek Culvert Update (May 2018)

GREENVILLE, N.C. - Work on the Town Creek Culvert project is in full swing in the uptown area. Here are some details about the work that has taken place thus far, as well as the work that is happening now and what to expect in the near future.

Where We Have Been...

The groundbreaking ceremony was held March 15. Since then, the office trailer has been set up at Town Common and the site has been secured. The stormwater pipe in the Town Common parking area has been installed and grading for the Town Common wetland is complete. Trader Construction has cleared trees and brush around the First Street culvert and started extending the culvert on the north side (downstream side) of First Street. Construction/safety fence has been installed up to Fourth Street.



Where We Are...

Work is continuing on the Town Common wetland as the contractor brings in top soil for plantings. In addition, Trader Construction is completing work on the north side of the First Street culvert and beginning work on the south side of the culvert (upstream). Trader is starting the demolition of the Third Street culvert. This road is already closed due to a past failure. In addition, crews are establishing construction/safety fencing between Fourth and Fifth Street to facilitate sanitary sewer installation under Fourth Street.



Road/Sidewalk Closures	The middle portion of the paved parking lot at Town Common remains closed. Access to the greenway from the parking area is via First Street.
Parking Impacts	Several parallel parking spaces are closed along First Street and Fourth Street.
Sanitation Impacts	None at this time.
Public	None at this time.

Where We Are Going...

It is anticipated that the contractor will begin installing the Third Street culvert in the coming weeks. Shoring will be installed to stabilize the banks as the trench is being cut for culvert installation. Trader will also begin boring the sanitary sewer under Fourth Street, which will have no significant traffic impacts to residents. At the same time crews will continue tree removal/site preparation operations between Fourth and Fifth Streets.



The installation of the shoring at Third and Fourth Streets will require the use of a vibratory hammer. During this time, residents will hear some loud construction noise, which is normal for this process.

If you have a specific question or concern, please call Project Manager Lisa Kirby at (252) 329-4522 or email towncreekculvert@greenvillenc.gov.

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