

# NOTES

TO: Honorable Mayor and City Council Members  
FROM: Ann E. Wall, City Manager  
DATE: November 6, 2019  
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Mark Holtzman, Chief of Police, regarding Uptown ambassadors
2. An agenda for the November 7, 2019 Police Community Relations Committee and minutes from the October 8, 2019 meeting
3. A memo from Kevin Mulligan, Public Works Director, regarding 4<sup>th</sup> street Parking Deck maintenance starting November 9, 2019
4. A memo from Kevin Mulligan, Public Works Director, regarding Homestead Memorial Gardens meeting on Tuesday, November 12, 2019 from 6:00 p.m.-8:00 p.m. at Congregation Bayt Shalom
5. A memo from Corey Barrett, Special Events Liaison, regarding pay for parking by mobile phone installation
6. A memo from Thomas Barnett, Planning and Development Services Director, regarding upcoming events
7. A memo from Kevin Mulligan, Public Works Director, regarding the Public Works Department upcoming leaf season preparation

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Attachments

# Memorandum

**To:** Ann Wall, City Manager

**From:** Mark Holtzman, Chief of Police 

**Date:** November 4, 2019

**Subject:** Uptown Ambassadors

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As a result of the Uptown Safety Taskforce, the Greenville Police Department (GPD) recently entered into a contract with Allied Universal (unarmed private security) to work during the late afternoons and evening hours on the weekend's uptown. Last week, two full-time officers started helping patrol our parking lots and deck. They will be readily visible to patrons of the uptown area in their yellow shirts where they will observe the area for illegal activities and act as ambassadors to visitors in the uptown area by providing information while they conduct regular foot patrols in the uptown parking lots and deck.

Please join me in welcoming them to the uptown as we look to expand the program in the future.

### ***GPD Mission Statement***

*The Greenville Police Department exists to enhance public safety and quality of life, in partnership with ALL people in OUR community, by preventing crime with honor and integrity.*



## **POLICE COMMUNITY RELATIONS COMMITTEE AGENDA**

Thursday, November 7<sup>th</sup>, 2019 6:00 pm  
Greenville Police Department

500 South Greene Street  
Greenville, NC

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- 1) Call to Order – Carol Ann Bass, Chair
- 2) Roll Call
- 3) Approval of the Agenda – November 7th, 2019
- 4) Approval of Minutes – October 8th, 2019
- 5) State briefly the Mission of the Committee and purpose of the meeting
- 6) Topic – Active Shooter Response Presentation –Citizens Police Academy  
Speaker: Sgt. Michael Staffelbach
- 7) Committee members Expression and Questions
- 8) Adjourn

NOTE: To maintain order of the board and clarity of recording, please allow one person to speak at a time.

The Police Committee Relations Committee Mission Statement: Serve as a liaison between the community and the police. To serve as an advocate for programs, ideas, and methods to improve relations between the community and the police. To disseminate information to the community and the City with regard to the state of relations between the community and the Greenville Police Department. To assist and promote the community education efforts concerning safety awareness and community and individual awareness.

# **SUMMARY MINUTES FOR THE POLICE COMMUNITY RELATIONS COMMITTEE**

October 8th, 2019

Greg Rubel called the Police Community Relations Committee meeting to order at 6:00 p.m., at McAlister's Deli, Greenville, NC.

## **INTRODUCTION OF COMMITTEE MEMBERS**

Greg asked committee members to introduce themselves.

### **Committee members present:**

Carol Ann Bass, District 5

Scott Snyder, District 4

Betsy Ray, Mayoral

Lennard Naipaul, District 2

Gregory Barrett, District 1

### **City Staff Members present:**

Sgt. Dale Mills                      Officer Alison Blackmon

Billie Jo Viverette                Officer Kyle Goodman

Donald K. Phillips                Officer Russ McClain

### **Absent**

Louis Warren

## **APPROVAL OF THE AGENDA**

Carol Ann Bass made a motion; seconded by Gregory Barrett. The agenda was unanimously approved.

## **APPROVAL OF THE MINUTES**

Greg stated that one correction that needs to be made to the September minutes is that Lennard Naipaul was present for the meeting; not absent. Motion was made by Lennard Naipaul; seconded by Betsy Ray. The minutes were unanimously approved.

Greg Rubel read the mission statement.

Betsy Ray introduced the speaker, Sgt. Dale Mills and explained that he would be discussing the Citizens Police Academy.

Sgt. Mills started the presentation by giving a brief history of the academy.

After the presentation, Greg Rubel stated that he was resigning from the committee. Donald explained that a special election needs to be held to elect a temporary chairperson until the formal election in December.

Gregory Barrett nominated Carol Ann for chairperson. Carol Ann resigned her position as co-chair and accepted the nomination for chairperson. There were no more nominations, and the vote was unanimous. Carol Ann was elected as chairperson until December.

Betsy Ray was nominated for the position of co-chair. There were no more nominations for co-chair. The vote was unanimous for Betsy Ray to be co-chair, temporarily.

Donald thanked everyone and explained that the next election will be in December for positions to be filled for the year 2020.


There was discussion on what the November meeting topic will be. It was suggested to support the Citizens Police Academy by attending one of their meetings. After much discussion, a motion was made by Greg Rubel to cancel the November 12<sup>th</sup> meeting and hold a special meeting on November 7<sup>th</sup> by attending the Citizens Police Academy. A second was given by Gregory Barrett. The vote was unanimous.

Greg made a motion to adjourn the meeting. Gregory Barrett seconded the motion. The motion was unanimously approved.



*Find yourself in good company*

## Memorandum

**To:** Ann E. Wall, City Manager  
**From:** Kevin Mulligan, PE, Director of Public Works   
**Date:** 11/4/19  
**Subject:** 4<sup>th</sup> Street Parking Deck maintenance

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A portion of the 4th Street Parking Garage is scheduled to close for routine maintenance beginning Saturday, November 9, 2019.

The City will be resealing the joints located between the pre-cast concrete panels. This is a reoccurring activity that will occur every five years. This work is done to protect the deck from water penetration and must be done while these portions of the deck are closed. Additionally, this work needs to be completed before winter.

This work will impact parts of the third and the entirety of the fourth level of the garage, closing parking spaces numbered 176-236 until the morning of Tuesday, November 12. A small number of parking spaces on the second level will be closed to allow for maintenance in that area, as well.

Parking spaces on the first level and those not within the maintenance areas on the second and third levels will be available for parking during this time. This will have limited impact to the deck.

This work is weather-dependent, but is expected to begin around 7:00 a.m. on Saturday.



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## Memorandum

**To:** Ann E. Wall, City Manager  
**From:** Kevin Mulligan, PE, Director of Public Works (KM)  
**Date:** 11/4/19  
**Subject:** Homestead Memorial Gardens meeting

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The Public Works Department is holding a community meeting from 6:00 p.m. to 8:00 p.m., on Tuesday, November 12, 2019, at Congregation Bayt Shalom (4351 East 10<sup>th</sup> Street) regarding future improvements at Homestead Memorial Gardens (HMG), a cemetery owned and operated by the City that is located on East 10<sup>th</sup> Street.

The City is planning to develop additional parcels for cemetery use so that the capacity of HMG is extended by 10 years. Current capacity at the facility will be expended in approximately 2-3 years.

City staff will be available for questions at this meeting from residents and businesses regarding the future plans for HMG. Residents of the adjacent neighborhood were invited to the meeting via a letter that was mailed late last week.

# Memorandum

**To:** Ann E. Wall, City Manager  
**From:** Corey Barrett, Special Events Liaison  
**Date:** November 6, 2019  
**Subject:** Pay for Parking by Mobile Phone

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Beginning November 15, 2019 patrons of the City of Greenville will have the option to pay for parking by using a toll free number in addition to app base pay.

To use the new Passport Parking system, customers will need to register their vehicle from their mobile phone by downloading the mobile app or calling the toll free number on the signage of the location in which they are trying to park. Once registered, motorists can use a mobile app, the internet, or a mobile phone by calling 920-545-0685 to complete a parking transaction.

Once the app is activated motorists will be given the option to turn on alerts and reminders fifteen minutes before their time expires. Motorists can track parking expenses and print reports through Passport Parking's secure site.



## MEMORANDUM

TO: Ann E. Wall, City Manager

FROM: Thomas Barnett, Planning and Development Services Director

DATE: November 4, 2019

RE: **Notes to Council: Upcoming Events**



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### GAME P.L.A.Y

The City's second GAME P.L.A.Y event will take place **Thursday, November 7<sup>th</sup>** at Eppes Recreation Center, 400 Nash Street from 2:00 PM to 5:00 PM. GAME P.L.A.Y (police, life and youth) is a community program designed to change the lives of youth in our community by providing opportunities for youth and law enforcement to come together and interact with one another.

### CELEBRATING THE HEARTBEAT OF OUR GREENVILLE COMMUNITY

The Greenville Human Relations Council, in collaboration with the Mayor and the City Manager's Office will host a special event open to all citizens as we continue to renew our commitment toward becoming a more inclusive community. This event will take place Wednesday, November 20<sup>th</sup> at 6:00 PM in the City Council's Chamber.

Mayor P. J. Connelly will affirm the City's proclamation declaring the City of Greenville is a welcoming and inclusive community to people of all backgrounds, natural origins, races, ethnicities and cultures. Music will be provided by Pitt Community College choir and there will be a video presentation, "I Am Diversity: Please Include Me," will feature local citizens of our community with a variety of nation origins, races, ethnicities and cultures.

If additional information is needed, please contact the Human Relations Office at 252-329-4494 or via e-mail: [cdaniels@greenvillenc.gov](mailto:cdaniels@greenvillenc.gov).



*Find yourself in good company*

## Memorandum

**To:** Ann E. Wall, City Manager  
**From:** Kevin Mulligan, PE, Director of Public Works *KM*  
**Date:** November 6, 2019  
**Subject:** Public Works Department Upcoming Leaf Season

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Public Works is preparing for the start of the loose leaf collection season that is scheduled to commence in mid-November and continue until March 2020. The Sanitation Division of Public Works will collect leaf piles beginning next week. The proper placement of leaves is behind the curb or sidewalk of single family residences. During this time of year, Public Works will utilize five (5) vacuum leaf collector trucks as well as our normal contingent of seven (7) knuckle boom trucks. We hire temporary staff during leaf season to operate the leaf trucks. Typically, the drivers are comprised of recent Public Works' retirees.

During periods of heavy leaf accumulation and frequent residential raking, the collection schedule is adversely impacted. There are times during this period where Public Works will provide bi-weekly service for yard waste collection. This typically occurs during the initial leaf accumulation in late November through December. In order to expedite the loose leaf collection during the first several weeks, Public Works may collect leaves six (6) days per week and utilize 10-hour work days.

Residents are asked to separate limbs and other debris from the leaf piles so that the collection of leaves can continue unabated. Debris and limbs have to be manually removed from piles before the leaves can be collected by the leaf vacuum trucks.

In order to expedite the loose leaf collection during the first several weeks, Public Works may collect leaves six (6) days per week and utilize 10-hour work days.