


NOTES

TO: Honorable Mayor and City Council Members
FROM: Michael W. Cowin, City Manager 
DATE: November 1, 2023
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Don Octigan, Director of Recreation and Parks, regarding 2023 Veterans Day program
2. A memo from Don Octigan, Director of Recreation and Parks, regarding Recreation & Parks event overview
3. A memo from Don Octigan, Director of Recreation and Parks, regarding the Thomas Foreman Park Parking Expansion project

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Attachments



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To: Michael Cowin, City Manager
From: Don Octigan, Director of Recreation & Parks *DO*
Date: November 1, 2023
Subject: NTC – 2023 Veterans Day Program

The Pitt County Veteran's Council, with support from Recreation and Parks staff, will host a Veterans Day Ceremony on Saturday, November 11th at the Greenville Town Common. The ceremony is scheduled to begin at 11:00am. Traditionally, the 11th hour of the 11th day of the 11th month is celebrated as Veterans Day to mark the anniversary of the end of World War I. Veterans Day celebrates the service of all U.S. military veterans.

Council members and the public are invited to attend the ceremony to honor the veterans in our community. River Park North's Walter L. Stasavich Science & Nature Center will serve as the rain location in case of inclement weather.

The Recreation and Parks Department is assisting with the event to help coordinate and provide support where possible. Staff will provide updates regarding the event on social media over the next two weeks.

Please let me know if there are questions.

cc: Heather White, Recreation & Parks Superintendent



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To: Michael Cowin, City Manager
From: Don Octigan, Director of Recreation and Parks *DO*
Date: November 1, 2023
Re: NTC – Recreation & Parks Event Overview

Since 2021, the Recreation and Parks Department has been working to plan and implement various new community wide special events. These events take place at facilities and parks throughout the City of Greenville, with the majority taking place at the Town Common or Wildwood Park. Most events taking place within City parks are planned, organized and implemented by the Department's Special Events team as well as outside organizations using City facilities and parks.

In 2019, Recreation and Parks staff organized approximately 35 events. In 2023, thanks to the creation of a Special Events Team, the number of events organized by the Recreation Division increased to over 100 events. The Parks Division has supported each of those, plus 40 additional events implemented by other organizations or departments. In 2024, Recreation and Parks staff looks to further increase the number of events offered for the community.

In addition to the events organized by the Department's Special Events Division, the Outreach Programming Division of Recreation & Parks is planning to support 25 events throughout the year including the Special Olympics Spring Games, Christmas Giveback at South Greenville Recreation Center, Trunk or Treat at Greenfield Terrace and many other community-based events. Staff will also initiate a mobile recreation program in early 2024 with the launch of the Rec-N-Roll Mobile Recreation Unit. Seen in Attachment 1, this unit will provide programming to areas of the community that currently lack recreation services. The schedule for the Rec-N-Roll Program will be finalized later this year. The goal of the Outreach Programming Division is to engage with City residents and activate parks throughout the community.

These initiatives all enhance the quality of life for Greenville residents and staff look forward to enhancing these offerings in the future. Attached is an outline of all the events being planned for 2024 (Attachment 2). In early 2024, additional information about planned events will be shared via Notes to Council, social media, press releases and flyers throughout the community.

Please let me know if there are any questions.

Attachments

cc: Heather White, Recreation and Parks Superintendent
Dennis Vestal, Recreation and Parks Superintendent
Darris Sawyer, Recreation and Parks Superintendent

Attachment 1 – Rec & Roll Mobile Recreation Unit



Attachment 2 – Community Special Events Organized or Supported by Recreation and Parks Staff

EVENT	ORGANIZED BY
Winterfest @ Wildwood	Special Events
Valentine’s Day Dance	Specialized Recreation
Trunk or Treat	Centers/Programs
Egg Rush	Special Events
Egg Hunt (BET)	Centers/Programs
Special Olympics Spring Games	Specialized Recreation
Mother’s Day Event	Special Events
PirateFest	City and Downtown Greenville
Memorial Day at Town Common	Veteran’s Council
Greenville Grooves	City Manager’s Office
Juneteenth Sunrise	Centers/Programs
Father’s Day Event	Special Events
CM Eppes Alumni Celebration (3 Days)	Centers/Programs
July 4 th Celebration	Special Events
Little League Softball World Series (LLSWS)	City
LLSWS Opening Ceremonies	Visit Greenville
Back to School Give Back – BET	Centers/Programs
Back to School Cookout – DSC	Specialized Recreation
National Night Out	Centers/Programs
BBQ, Blues and Brews Festival	Special Events
Youth Art Festival (Spring)	Center for Arts & Crafts
Sip and Shuck @ WWP (new 2024)	Special Events
Festival of Fright (4 Days)	Special Events
Halloween Social	Specialized Recreation
Veteran’s Day	Veteran’s Council
Greenville Gives	Special Events
Holiday Dance	Specialized Recreation
Christmas Giveback	Centers/Programs
New Year’s Eve	City Manager’s Office

Events with Multiple Dates (# held annually)

Movie in the Park Series (6-8)	Special Events
Movie Under the Hoops (4-6)	Special Events
Sunday in the Park Summer Series (8+)	Special Events
Various Athletic Tournaments (12-18)	Athletics
Bites on the Bridge (4)	Special Events
Concert on the Common (6-8)	Inner Banks
Lakeside Live (4-6)	Special Events
Senior Social (2-4)	Special Events
Market on the Bridge (4)	City Manager’s Office
Mobile Recreation Unit (10+)	Centers & Programs
Health Fair @ GAFC (2-4)	Wellness Staff



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To: Michael Cowin, City Manager
From: Don Octigan, Director of Recreation & Parks *DO*
Date: November 1, 2023
Subject: NTC – Thomas Foreman Park Parking Expansion Project

Recreation and Parks staff have been working with The East Group to design a parking lot expansion at Thomas Foreman Park. The expansion is needed to help support the various activities and events that take place within the park including Jackie Robinson Baseball League games, C.M. Eppes Alumni events and accommodate the increase in parking due to the Greenville Outdoor Aquatic Center. The project, which will also support the Eppes Recreation Center, will add 78 parking spaces.

The work will include milling and reconfiguring the existing front parking lot to install additional parking towards 5th Street. The existing entrance on Nash Street will be widened and another entrance will be added. Additional security upgrades are also a part of the project and will include new overhead lights and cameras. There will also be a new sidewalk poured to connect the building and the brick monument that symbolizes the entrance of the old C.M. Eppes High School.

The small shelter within the park, as well as four trees will need to be removed as part of the project. The large shelter, which is used frequently, will not be impacted. Some trees and shrubs will be added throughout the project area, as well as a new fence around the south and east side of the playground to increase safety.

The project will not have any negative impacts to programming or operations of the Eppes Recreation Center since the back parking lot will remain open during construction. The contractor's deadline to complete the project is January 19th, 2024.

Please let me know if there are questions.

cc: Mark Nottingham, Parks Planner
Mike Watson, Parks Coordinator