

NOTES

TO: Honorable Mayor and City Council Members
FROM: Michael W. Cowin, City Manager
DATE: March 26, 2025
SUBJECT: Materials for Your Information

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Please find attached the following materials for your information:

1. A memo from Heather White, Assistant Director of Recreation & Parks, regarding spring Rec-N-Roll schedule
2. A memo from Richard Tyndall, Deputy Chief of Police, regarding modified/improper muffler violations
3. A memo from Heather White, Assistant Director of Recreation & Parks, regarding 2025 spring programming
4. A memo from Heather White, Assistant Director of Recreation & Parks, regarding 2025 job fair
5. A memo from Heather White, Assistant Director of Recreation & Parks, regarding 2025 spring games
6. A memo from Kevin Mulligan, Director of Public Works, regarding Spring Clean-up 2025

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Attachment



RECREATION AND PARKS
PROJECT MANAGEMENT

To: Michael Cowin, City Manager
From: Heather White, Assistant Director of Recreation & Parks
Date: March 26, 2025
Re: Spring Rec-N-Roll Schedule

Rec-N-Roll season is back! The Rec-N-Roll Mobilized Recreation Unit will embarked on its third season of Community Play Days on Wednesday, March 12th. The 20ft, enclosed trailer will make appearances in local neighborhoods on select Wednesdays and Fridays through Memorial Day. In 2024, Rec-N-Roll provided mobilized recreational services for over 10,000 citizens!

- March 2025
 - 12 – Williamsburg Manor; 4:30pm-7pm
 - 26 – Clubway Apartments; 4:30pm-7pm
 - 28 – Moyewood; 4pm-7pm
- April 2025
 - 9 – Kristin Drive; 4:30pm-7pm
 - 11 – New Town; 4pm-7pm
 - 16 – Williamsburg Manor; 4:30pm-7pm
 - 25 – Meadowbrook; 4pm-7pm
 - 30 – Clubway Apartments; 4:30pm-7pm
- May 2025
 - 9 – Dubber Laney; 4pm-7pm
 - 14 – Kristin Drive; 4:30pm-7pm
 - 23 – New Town; 4pm-7pm
 - 28 – Clubway Apartments; 4:30pm-7pm
 - 30 – University Towers; 10am-12pm

Beginning this month, Rec-N-Roll can now be rented by nonprofit organizations to provide services for programs and events they are hosting. To request the unit, an application must be submitted at least 60 days in advance, the requested location must be approved by the department, and the event must be held within Greenville city limits. A minimum of two hours is required at the cost of \$60 per hour and a discounted rate of \$40 for city residents. For additional information about renting the Rec-N-Roll Mobile Recreation Unit, call Jaycee Park at 252.329.4567.

Please let me know if there are additional questions.

cc: Ken Graves, Deputy City Manager
Don Octigan, Executive Director of City Projects & Recreation Services
Darris Sawyer, Recreation and Parks Superintendent

Rec-N-Roll

GREENVILLE RECREATION & PARKS

Young and old, let's get ready to Rec-N-Roll!

This Spring, the mobile unit will bring a variety of diverse, inclusive, mobilized recreational services to your community! In addition to community programming, the mobile unit will also expand services and provide activities during several events led by our Special Events team and programs developed through public private partnerships. Between community programming, City events, and public private partnerships, the Rec-N-Roll Mobile Unit will operate from March until June.

Spring Calendar



March

- Wednesday, March 12 at 4:30pm-7:00pm / Williamsburg Manor
- Wednesday, March 26 at 4:30pm-7:00pm / Clubway Apartments
- Friday, March 28 at 4:00pm-7:00pm / Moyewood

April

- Wednesday, April 9 at 4:30pm-7:00pm / Kristin Drive
- Friday, April 11 at 4:00pm-7:00pm / New Town
- Wednesday, April 16 at 4:30pm-7:00pm / Williamsburg Manor
- Friday, April 25 at 4:00pm-7:00pm / Meadowbrook
- Wednesday, April 30 at 4:30pm-7:00pm / Clubway Apartments



May


- Friday, May 9 at 4:00pm-7:00pm / Dubber Laney
- Wednesday, May 14 at 4:30pm-7:00pm / Kristin Drive
- Friday, May 23 at 4:00pm-7:00pm / New Town
- Wednesday, May 28 at 4:30pm-7:00pm / Clubway Apartments
- Friday, May 30 at 10:00am-12:00pm / University Towers



For more information please contact Randy Warren at 329-4269 or rwarren@greenvillenc.gov



Memorandum

To: Michael Cowin, City Manager
From: Richard Tyndall 
Deputy Chief of Police
Date: March 18, 2025
Subject: Modified/Improper Muffler Violations (2024)

Improper and modified mufflers continue to be a consistent quality of life complaint throughout the city. NC General Statute (20-128) covers improper mufflers and modifications, making it illegal to operate a motor vehicle in the state with a muffler that or exhaust system other than the type installed at the time of manufacture and in good working order so that it prevents excessive or unusual noise or smoke (other restrictions are included in the statute). Additionally, Greenville City Code 12-5-10 regulates proper muffler operation stating a vehicle should not operate a motor vehicle “unless the exhaust system is free from defects, which affect sound reduction” among other restrictions.

Modified and improper mufflers are both a quality of life issue and a violation of the North Carolina equipment regulations related to motor vehicles. To address the persistent issue related to modified mufflers, Greenville Police Officers have been tasked with enforcing the appropriate NC Statutes and Greenville City Code related to modified mufflers. Greenville Police Officers issued 320 state citations from March 2024 through March 2025 (to date).

Zone	Total
East	212
West	60
South	36
Undefined Address	12
Total	320

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.

In January of 2024 we instructed all Greenville Police Officers to issue state citations for muffler violations. The Greenville Police Department entered into an agreement with the Pitt County District Attorney's Office that vehicle owners that were issued citations for improper mufflers could have their vehicles inspected prior to the assigned court date to confirm that the muffler issue had been corrected and it appeared to be in proper working order (including reducing the noise to proper levels). If the vehicle had been brought into compliance with the statute the inspecting Traffic Safety Officer would sign the "Muffler Inspection Form" where it could be presented to the District Attorney's Office and the citation could be dismissed. The inspection is not mandatory and those that did not bring their vehicle for inspection were handled by the District Attorney's Office.



RECREATION AND PARKS
PROJECT MANAGEMENT

To: Michael Cowin, City Manager
From: Heather White, Assistant Director of Recreation & Parks
Date: March 19, 2025
Re: 2025 Spring Programming

Spring is right around the corner and the Community Recreation and Outreach Services Division has a lot to offer the Greenville community. See many of the fun-filled opportunities below.

- **March 2025**
 - Late Night Hoops (Fridays, 3/7-5/2) at Drew Steele Center
 - Free-play basketball designed for participants between the ages of 8 and 13 from 6-8pm. Youth participants will have the opportunity to play full court or half court games and shootaround.
 - Spring Break Day Camp (3/17-20) at Eppes Recreation Center
 - This four-day camp for children ages 6–12 aims to keep kids active and engaged during Pitt County Schools’ Spring Break. The program will be held from 8:30am – 3:30pm.
 - Safe Auto Care (Saturday, 3/22) at Drew Steele Center
 - Drivers will learn vital automotive maintenance skills to enhance knowledge on how to upkeep their vehicle. The class will be for ages 16 & Up from 10:00am – 12:00pm.
 - Be Your Own Woman Brunch (Saturday, 3/29) at South Greenville Recreation Center
 - From 11:00am – 2:00pm, this event will cater to empowering women that are interested in enhancing their knowledge about mental, emotional, entrepreneurial, and financial health. This celebration of Women’s History Month will include brunch!
- **April 2025**
 - Spring Fling (Thursday, 4/10) at South Greenville Recreation Center
 - Recreation and Parks staff will host this free community event for all ages and will include an afternoon of fun activities, bounces houses, treats, music and more. Spring Fling will be hosted from 2pm – 6pm.
 - Dimensions of Wellness (Thursday, 4/17) at Drew Steele Center
 - Participants will learn self-care strategies and create a wellness routine plan to strengthen the mental wellness of participants. This event will be from 5:00pm to 7:30pm.
 - Spring EGGstravaganza (Saturday, 4/19) at Jaycee Park
 - Recreation and Parks staff will be providing support for this free event at Jaycee Park in partnership with NPHC of Pitt County. The event will be held from 10am–2pm and will include an egg hunt, music, and fun.
 - Safe Auto Care (Saturday, 4/26) at Drew Steele Center
 - Drivers will learn vital automotive maintenance skills to enhance knowledge on how to upkeep their vehicle. The class will be for ages 16 & up from 10:00am – 12:00pm.
- **May 2025**
 - HeART of the City, Vol. 5 (Saturday, 5/3) at South Greenville Recreation Center
 - HeARToscope, Inc. with support from Recreation and Parks staff will host the Annual “HeaRT of the City” Community Arts Festival from 12:00pm – 4:00pm. The event, catered to

individuals of all ages, will consist of art activities, face painting, vendors, music, food, and games provided by the Rec-N-Roll Mobile Unit.

- Community Baby Shower (Saturday, 5/17) at South Greenville Recreation Center
 - In partnership with WellCare, Recreation and Parks will host a free community program that aims to honor and provide essential items to new and expecting mothers. The event will be held from 9:00am-12:00pm.
- Safe Auto Care (Saturday, 5/24) at Drew Steele Center
 - Drivers will learn vital automotive maintenance skills to enhance knowledge on how to upkeep their vehicle. The class will be for ages 16 & up from 10:00am – 12:00pm.

The Community Recreation and Outreach Services Division is excited about providing inclusive, diverse programming that's impactful to our neighborhoods and communities. For additional information about spring programming, please call our administrative office at 252.329.4567 or visit www.greenvillenc.gov.

Please let me know if there are additional questions.

cc: Ken Graves, Deputy City Manager
Don Octigan, Executive Director of City Projects & Recreation Services
Darris Sawyer, Recreation & Parks Superintendent



2025 SPRING & SUMMER

Recreation & Parks Program Guide



GRPDInfo



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GreenvilleNC.gov



RECREATION AND PARKS
PROJECT MANAGEMENT

To: Michael Cowin, City Manager
From: Heather White, Assistant Director of Recreation & Parks
Date: March 26, 2025
Re: 2025 Job Fair

Recreation and Parks are gearing up for a busy spring and summer with special events, community outreach, live performances, and outdoor programming. Our staff could not put on all these amazing programs and events without the assistance of part-time staff. In collaboration with Human Resources Department, Recreation and Parks will host two job fairs this spring to recruit additional part-time staff to work programs and events alongside full-time staff.

The job fairs are inclusive of positions throughout the department, such as, summer camp counselor, soccer referee, facility attendant, inclusion counselor, and summer camp bus driver. Interested parties will be able to apply and interview onsite, as well as receive a conditional offer if qualifications are met.

Both job fairs will be centrally located within the city at the Drew Steele Center. The first job fair will be held March 27th from 3PM - 7PM, while the second will be held April 15th from 1PM - 7PM.

Job fairs were marketed on social media, website, newsletters, career fairs, billboards and additional informative methods.

Please let me know if there are additional questions.

cc: Ken Graves, Deputy City Manager
Don Octigan, Executive Director of City Projects & Recreation Services

RECREATION AND PARKS

JOB FAIR 2025

**March 27th · 3pm-7pm
& April 15th · 1pm-7pm**

JOIN OUR AMAZING TEAM!

Walk-In, On the Spot Interviews
Conditional Offers Extended

OPEN POSITIONS

Summer Camp Positions
Lifeguards
Facility Attendants
Rental Attendants
Various Sports Officials

**THE DREW STEELE CENTER
1058 S. ELM STREET**

To: Michael Cowin, City Manager
From: Heather White, Assistant Director of Recreation & Parks
Date: March 26, 2025
Re: 2025 Spring Games

Special Olympics Pitt County will be hosting their annual Spring Games event on Thursday, April 3rd and Friday, April 4th at J.H. Rose High School. Spring Games is an annual competitive track and field event for all Pitt County athletes which includes:

- Softball Throw
- Standing Long Jump
- 50-Meter Dash
- 50-Meter Walk
- 100-Meter Dash
- 25-Meter Assisted Wheelchair Race
- 25-Meter Assisted Device Race
- 25-Meter Assisted Walk
- 4x100-Meter Relay



Eighty-seven Pitt County Schools Exceptional Children (EC) classrooms will bring students to participate in the Games. An additional 80 Independent Athletes will also participate. Thursday's events will host participants from Elementary and Middle Schools in Pitt County, while Friday will host High School and Independent Athletes.

Special Olympics Pitt County operates successfully year after year with assistance from dedicated volunteers. This year, over 400 volunteers are anticipated to assist with the Games as Athlete Buddies, Event Assistants and Game Managers. Full-time Recreation and Parks staff also assist with this event.

Our Specialized Recreation staff enjoy planning and hosting this annual event and look forward to 2025 being our biggest and best year! For additional information about Spring Games, please call the Drew Steele Center at 252.329.4650.

Please let me know if there are additional questions.

cc: Ken Graves, Deputy City Manager
Don Octigan, Executive Director of City Projects & Recreation Services



Find yourself in good company

Memorandum

To: Michael Cowin, City Manager
From: Kevin Mulligan, PE, Director of Public Works
Date: March 25, 2025
Subject: Spring Clean 2025 – Event Details/Department Assignments

To enhance the appearance of our growing city, the Public Works Department, in collaboration with the Recreation and Parks Department, is introducing a new Spring Clean format this year. On Wednesday, April 16th, starting at 11:00 AM, the departments will gather at the Drew Steele Center to begin their routes and return at approximately noon. From 12 PM to 1 PM, participants are invited to enjoy a “thank you” cookout with hot dogs and hamburgers. We are hoping the better reward for a “job well done” is the satisfaction of coming together to make a positive impact on the appearance of our community.

2025 Spring Clean for Litter Removal

Department Assignments

Road/Street	From:	To:	Assigned
Elm Street	Drew Steele	River Drive	City Mgr., City Clerk, Council
Elm Street	Drew Steele	Greenville Blvd.	HR, Planning, IT, Finance
10 th Street	Memorial Drive	Evans Street	PW
14 th Street	West 5 th Street	Evans Street	PW
14 th Street	Elm Street	Evans Street	Engineering
5 th Street	Memorial Drive	Evans Street	PW, F/R,
5 th Street	Elm Street	10 th Street	Recs and Parks
5 th Street	Elm Street	Evans Street	PD, City Attorney