

# NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *BL*

DATE: April 15, 2015

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Niki Jones, Housing Administrator, regarding the North Carolina Housing Finance Agency Urgent Repair Program Grant award
2. A copy of the Recreation and Parks Department monthly report for April

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Attachments

cc: Dave Holec, City Attorney  
Carol Barwick, City Clerk

# Memo

To: Merrill Flood, Community Development Director  
From: Niki Jones, Housing Administrator  
Date: 4/15/2015  
Re: North Carolina Housing Finance Agency (NCHFA) Urgent Repair Program (URP) Grant Award

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Staff requested authorization to apply for the URP grant at the December 2014 City Council Meeting. The City Council approved this request. Subsequently, the City was awarded \$50,000.00 in grant funding. The City was notified on April 14, 2015 via telephone that we were awarded \$50,000.00. I expect to receive the official notification next week.

The grant funding will enable staff to provide deferred, forgivable loans of up to \$8,000.00 for emergency repairs or modifications for those low and very-low income residents. The duration of the grant will last for eighteen (18) months. The grant amount covers hard and soft costs; however, all cost will be applied toward construction and rehab work.

Moreover, the grant is designed to provide funds to the elderly, disabled, or those whom have a child under the age of six (6) years old with elevated lead levels. More importantly, staff will be able to assist those households which have title issues associated with their deeds. The Community Development Block Grant (CDBG) funding **will not** allow assistance to households with title issues. The maximum household income is 50% of area median income (AMI) adjusted for household size.

The City is only required to match 10% of the funding. Plans are to match the URP funds with the 1990 Bond funds for those households whom have title issues. For those households who do not have title issues and are eligible for the URP funds, staff will use CDBG as the match.

In closing, staff member Karen Gilkey will be the program administrator. She has past experience in managing these grants successfully. I am confident that this grant will be managed just as successfully. Staff will incorporate the performance outcomes of the URP Grant in the program year 2016 Consolidated Annual Performance Evaluation Report (CAPER).

APRIL 2015

## DIRECTOR

1. Reviewing applications for the Parks Superintendent vacancy has been a slow process. Until the position is filled, Parks Coordinator Dean Foy has assumed the position of Interim Parks Superintendent. This has created immense work for Dean as he tries to address the responsibilities of both positions, and we commend him for his efforts.
2. The first of several public meetings was held on 3/26 to gather input for master plan development for the parkland adjacent to the Off Leash Dog Area, an area unofficially referred to as "Tar River Park." About 60 people attended, the majority being ECU students in support of establishing a disc golf course in this area. An update will be provided to City Council at the City Council meeting scheduled for 4/20.

With the greenway nearby, there are some safety concerns, and staff will be considering whether they can be addressed. Another important concern, expressed by management from the nearby Tar River Estates Apartments, was the provision of additional parking, as the complex already experiences illegal parking – by park users – in apartment lots.

## In April and beyond. . .

- 4/6 GAFC Spring Break Camp
- 4/6 Lifeguarding Class at GAFC
- 4/6 Adult Softball begins at Boyd Lee Park and Evans Park
- 4/7 2015 Senior Games Opening Ceremonies at Alice Keene Park at 3:00 PM
- 4/7 Deadline for *Celebration of Youth Expression* performance art applications
- 4/7-8 Display booth at Business Expo at the Convention Center
- 4/10 Mini Fry T-Ball registration ends
- 4/10-11 PirateFest 2015
- 4/11 Adults/Seniors traveled to Durham Performing Arts Center to see *Jersey Boys*
- 4/11 Specialized Recreation Prom at the Drew Steele Center
- 4/15 Senior Games Archery at River Birch Tennis Center
- 4/17 Special Olympics Spring Games at J.H. Rose High School
- 4/18 Celebration of Youth Expression Auditions at Jaycee Park
- 4/18-19 Bold Watercolor Workshop with Linda Griffin at Center for Arts & Crafts
- 4/18-19 "Big Fry" Baseball Skills Assessment at Jaycee Park
- 4/19 Baseball Coaches Clinic with Ronald Vincent at Sports Connection
- 4/21 Senior Games Shuffleboard at Drew Steele Center
- 4/29 Spring Annual Wellness Walk at River Park North
- 4/30 Community Meeting to discuss possible repurposing of the Extreme Park Roller Hockey Rink at Jaycee Park at 6:30 PM.
- 5/15-16 Relay for Life at Boyd Lee Park.

## PARKS DIVISION

### PARKS SUPERINTENDENT

1. The department has received the first draft of the ADA Parks Assessment. Will distribute the final report (with cost estimates) when it is completed.

2. The Greenville Jaycees will host their annual July 4<sup>th</sup> Event on the third of July this year, at the Town Common. Financially, it would have increased the cost of the fireworks show \$4,000 to hold the event on 7/4. The Jaycees depend entirely on the Hastings Ford donation (\$6,000) for the fireworks.
3. Funds have been identified in the Facilities Improvement Plan (FIP) to relocate and replace the paddleboat dock at River Park North. The dock will be ADA accessible. Cost of the project is approximately \$85,000.
4. Continue to have vandalism to the general grass area at H. Boyd Lee Park. Have increased Park Ranger patrols and asked Greenville Police for assistance.

### PARKS MAINTENANCE

1. Landscape crews – ball field maintenance, field prep, and mowing schedules active.
2. Custodial crews – set up and support for 5k run at River Park North.
3. Technician crews – restored water supplies at restrooms and outdoor water fountains.
4. Weekend Support crew – set up and support for Exceptional Community Baseball League opening ceremonies.
5. All crews assisted with Facility Maintenance Operations Center and Grounds Maintenance Operations Center renovations.
6. Interviewing for seasonal part-time positions.
7. Facilities Improvement Plan (FIP) projects continue. Road improvements at Thomas Foreman Park completed.

### RIVER PARK NORTH (RPN)

#### ● **March Activities**

1. 5 public programs; total attendance 832 (*Red Fish/Blue Fish, Story Hour, KidsFest, LAST 5k, Compost 101*)
2. 2 private/group programs; total attendance 355 (*Career Fair, Elmhurst Elementary*)
3. 3 shelter reservations; total attendance 180
4. 2 drive-to campsite reservations, total attendance 2

#### ● **March Highlights**

1. On 3/28, hosted first official 5k run in conjunction with *Love A Sea Turtle*, over 200 runners participated.
2. River Park North installed Kids in Parks TRACK Trail board and brochures for park visitors, visit <http://kidsinparks.com/>.
3. New Eastern Diamondback Rattlesnake is on display in the Nature Center; previous snake passed away in November 2013 at 25 years of age.
4. SCUBA Certified Dark Water Divers evaluated/mapped the bottom of the 31 acre pond on the west side of the park.



#### ● **Coming in April**

1. 7 public programs (*Outdoor Cooking, Egg Hunt, PirateFest, Family Science Night, Festival of Flight, etc.*)
2. 10 private/group programs; expected attendance 660 (*Creekside Elementary, Sadie Saulter Elementary, Environmental Symposium, etc.*)



3. 7 shelter reservations; anticipated attendance 190.
4. 2 drive-to campsite reservations, 1 group reservation, anticipated attendance 80.
5. Nature Play Area/Born Learning Trail opening on 4/22, following the Town and Gown meeting.
6. TRACK Trail grand opening on 4/25 during Festival of Flight.
7. Garden seedlings scheduled to be planted/distributed.

### **PARKS PLANNING**

1. Town Common – The City has completed purchase orders for the site furnishings package. These items, which include benches, picnic tables, trash/recycling bins and water fountains will be installed in mid-summer. Staff has met with engineers to discuss options for designing and installing the fishing pier/floating kayak launch project. Staff anticipates receiving revised bids in mid-April.
2. South Greenville Recreation Center – Hite Associates, P.C. has completed the Schematic Design Phase of the project. A public open house was held at South Greenville Recreation Center on 3/31 to reveal the schematic drawings and get public input. Comments and recommendations gathered at this meeting will be incorporated into the Design Development Documents.



### **BRADFORD CREEK PUBLIC GOLF COURSE**

1. March Revenues: \$53,519      Goal: \$58,720
2. Rounds of Golf: 1281
3. Weather or Maintenance Effected Days: March 2015 – 12
4. FootGolf Rounds: 31      Revenue: \$310
5. Total Revenue for Short Course Rounds, ball rentals, and cart sales year to date: \$3,889.27
6. 3/25 SNAG (First Tee Pilot program) was held with 32 participants from several area youth organizations and churches.

### **BRADFORD CREEK MARKETING**

1. Launched the Bradford Creek Friends (BCF) volunteer organization (led by Craig Stanley and Leavy Brock, Advisory Board Members). Will meet monthly to assist Mike Cato and Allen Schley with needed projects around the golf course and pro shop. Volunteers met on 3/21 for their first project that included power washing golf carts and clearing a tree line along Holes 1 and 10.
2. Began work on possible grant funding for a handicap accessible golf cart through the Christopher Reeves Foundation.
3. Began work with GolfNow and the City IT department to develop a phone app so players can book tee times via their phones.
4. Organized a “Media Day” on 4/9 at 9:30 AM for local TV and newspaper sports personalities to play and report on the Short Course.
5. Helped coordinate the first FootGolf Tournament with the Eastern NC Humane Society, scheduled for 5/23.

## **RECREATION DIVISION**

### **AQUATICS & FITNESS CENTER (GAFC)**

1. *Pickleball* had 102 participants.
2. Junior Aquatics Staff supplied 60 volunteer hours to the swim program in March.
3. March swim lessons had 224 participants. Participant review on our custom swim lesson curriculum: “Great instructor and clear progressions. We could really witness our children grow each week.”
4. Since January, the 100 Mile Club participants swam 1,037 miles.
5. We had four (4) volunteers this month (Interns/Federal Work Study students) that contributed 530 hours.



- Completed our first 12 week fitness challenge with City employees Steve Hawley and Jonathan Edwards. Their story and results are posted on the City webpage. →



### WELLNESS

- New Military Boot Camp class offered at GAFC two (2) nights a week with 6-14 participants each night.
- Four-part Nutrition Workshop series started on 3/19. Eighteen (18) employees registered.
- On-site blood pressure checks conducted during March for COG/GUC employees. 166 employees have completed checks.
- Live Healthy Greenville Challenge* had 144 COG/GUC employee participants.

### ADULT ATHLETICS / H. BOYD LEE PARK

- Adult Volleyball* continues at Boyd Lee Park (16 games played). →
- Adult Kickball* continues at Evans Park (30 games played).
- Adult Futsal* (indoor soccer) continues at Boyd Lee Park (20 games played).
- 3/26 Registration closed for Adult Softball (54 teams registered).
- 3/28 *Adult Couch to 5k* concluded (8 meetings); had 12 volunteer coaches with a total of 100 volunteer hours.
- Six (6) picnic shelter rentals; total attendance – 225.
- Three (3) softball field rentals; total attendance – 60.
- One (1) basketball gym reservation; Calvin Mercer Town Hall meeting with 40 in attendance.



### YOUTH ATHLETICS

- 3/11-15 10U & 12U SWAC *Basketball* Sectionals held at D.H. Conley High School (both Greenville teams advanced to the State tournament). Had five (5) volunteer coaches with a total of 172 volunteer hours.
- 3/21 *Future Stars Soccer* games began (58 games). Have 172 coaches with a total of 516 volunteer hours.
- 3/22 Local 12U SWAC team won State Tournament in Havelock. →
- 3/25 Soccer Clinics with ECU Women's Soccer team; attendance – 80.



### RIVER BIRCH TENNIS CENTER (RBTC)

- 3/4 ECU Men's and Women's tennis team leased tennis center for home matches.
- 3/7 Hosted Coastal Plains League Kick Off Doubles Tournament; 60 participants.
- 3/9 Coastal Plains Adult tennis league began; River Birch Tennis Center entered four (4) teams in league with a total of 48 players.
- 3/16 Spring classes began; 129 participants.
- 3/28 ECU Women's tennis team leased tennis center for home match.

### SPORTS CONNECTION

- 4,089 tokens sold in March vs 3,817 in March 2014.
- Attendance: 2,891 in March vs 2,532 in March 2014.
- 139 cage rentals in March vs 70 in March 2014.
- Five (5) birthday parties held.
- 3/1-8 *Ronald Vincent Batting Clinic* held with 30 participants

### DREW STEELE CENTER / ELM STREET CENTER / B.E.T. BUILDING

- Seven (7) B.E.T. rentals; total attendance – 462.
- Eight (8) DSC rentals; total attendance – 778.

#### EPPEs RECREATION CENTER / THOMAS FOREMAN PARK

1. 3/9 Seniors Pizza and bingo; attendance – 50.
2. 3/17 ECU's Leadership Department and Eppes Alumni held a diversity seminar with 100 in attendance.

#### SOUTH GREENVILLE RECREATION CENTER

1. 3/21 PAL Spring Football workouts began; 80 youth in attendance.
2. *Outdoor Fitness Camp*; 10 participants.

#### SPECIALIZED RECREATION

1. 3/8 Special Olympics State Cheerleading Tournament; 16 athletes participated.
2. 3/14 Special Olympics State Basketball Tournament; all three (3) Greenville teams won bronze.
3. 3/21 Special Olympics Multi-State Regional; 23 athletes competed.
4. 3/28 Exceptional Community Baseball League (ECBL) Opening Ceremonies postponed till 4/11 due to inclement weather.

#### ARTS AND CRAFTS CENTER

1. 3/28 *Youth Arts Festival* at ECU.
2. 3/28 *Learn to Quilt Day* at Jaycee Park.

#### SENIOR ADULT SERVICES

1. 3/2 Began *Advanced, Intermediate, and Beginner Bridge Lessons*.
2. 3/14 Traveled to Durham Performing Arts Center to see the musical *Kinky Boots*.
3. Began weekday *Pickleball* and *Shuffleboard* program at DSC.

Respectfully submitted,



Gary N. Fenton, Director of Recreation and Parks



*ECU Women's Soccer Clinic at Bradford Creek Soccer Complex*