

# NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager 

DATE: July 15, 2015

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Kevin Mulligan, Public Works Director, regarding the City Hall roofing project
2. A memo from Merrill Flood, Community Development Director, regarding certificate of appropriateness applications submitted by ECU
3. A copy of the Recreation and Parks Department monthly report for July

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Attachments

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

# Memorandum

**To:** Barbara Lipscomb, City Manager  
**From:** Kevin Mulligan, PE, Director of Public Works  
**Date:** July 15, 2015  
**Subject:** City Hall Roofing Project

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The City Hall roofing project will begin the week of July 20, 2015, with an anticipated completion date of late October 2015. Due to necessary lay-down and mobilization areas during the roof rehabilitation, several parking spots behind City Hall will not be available. Three parking spots will be available during this project; they are currently labeled Mayor, Mayor-Pro Tem and Reserved. Additionally, the ADA parking spaces facing City Hall will remain open.

Arrangements have been made with GUC to utilize several parking spaces in their lot throughout the duration of this project. The attached map identifies the area that is available for City Council Members to park within. No spaces have been reserved, and parking in the area will remain available to their customers throughout the construction period. Vacant spaces in this area are available most of the time.

The general public should be directed to the Five Points Plaza parking lot for their parking needs for City Hall business.

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

Attachment

cc: Kenneth Jackson, Operations Manager  
Kevin Heifferon, Buildings & Grounds Superintendent







*Find yourself in good company*

**TO:** Barbara Lipscomb, City Manager

**FROM:** Merrill Flood, Director of Community Development Department

**DATE:** July 14, 2015

A handwritten signature in black ink, appearing to be 'M. Flood', is written over the 'FROM:' line.

**SUBJECT: Certificate of Appropriateness applications submitted by ECU**

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On May 20, 2015, East Carolina University submitted five (5) Certificate of Appropriateness applications for the demolition of 601 East Fifth Street, 405 South Summit Street, 407 South Summit Street, 409-11 South Summit Street, and 404 South Jarvis Street. These structures are included in the locally and nationally designated College View Historic District and are adjacent to the Dail House (Chancellor's Residence) at 605 East Fifth Street. ECU requested the removal of these properties to initiate the university's plans for the future expansion of the Chancellor's Residence. The applications indicated that the university would utilize the 365-day delay of demolition, allowed through Chapter 7, Section 9-7-17 (A) of the zoning ordinance, to search for prospective buyers interested in relocating the properties as a demolition alternative. Notifications were posted and mailed to adjacent property owners for a hearing that was to be held at the June 23<sup>rd</sup> meeting of the Historic Preservation Commission.

On June 22, 2015 staff was notified by the Environmental Review department of the State Historic Preservation Office (SHPO) that the state required ECU to withdraw the applications in order to maintain compliance with NCGS 121-12 (which establishes a procedure for the review of state undertakings that affect historic properties) and to continue with the state review process. ECU agreed to withdraw the applications and will be allowed to resubmit in May 2016.

In the interim, staff will be working with SHPO, ECU, and Preservation North Carolina to identify alternatives to demolition and/or prospective buyers of the properties. Staff will continue to provide updates as new information is received.

JULY 2015

## DIRECTOR

1. The search for a new Park Superintendent has progressed slowly, but interviews are being scheduled for mid-July. Interview panel will include Mr. Kelvin Yarrell, Rocky Mount Parks and Recreation Director, Human Resources Department Staff Member Frank Salvato, Dr. Kindal Shores, Associate Professor of Recreation and Leisure Studies at ECU, and the GRPD Director. There were 67 applicants.
2. It's been a hot and challenging start to the GRPD's many summer day camps, but the staff has met the challenge, endured the heat, and provided some safe yet high quality recreational experiences to our young campers and their families. Most of the GRPD camps are filled to capacity, but a few spaces remain for some sessions.
3. Summer also impacts our administrative staff, as our payroll has swelled to 324 employees who serve in a multitude of programming and maintenance capacities. That size payroll adds tremendous pressures and responsibility for staff.
4. The *Exceptional Community Baseball League* (ECBL) concluded its spring season on Saturday, 6/13, preceding their final games with a Family Fun Night at the Sarah Vaughn Field of Dreams the night before. This year's program included 14 teams and 170 participants. Once again ECBL received a *Cal Ripken Senior Foundation* support grant of \$2,500.



## In July...

- 7/3 City of Greenville and Greenville Jaycees USA Independence Day Celebration at the Town Common
- 7/5 *Sunday In The Park* – Matt Phillips & the Philharmonic
- 7/6 Registration for *Adult Fall Softball* and *Flag Football* begins
- 7/6-9 Basketball Camp at H. Boyd Lee Park
- 7/12 *Sunday In The Park* – The Monitors
- 7/14-15 *Greenie League Classic Baseball Clinic* at Elm Street Park
- 7/16-21 *Greenie League Classic Baseball Tournament* at Elm Street Park
- 7/18 STEAM Lab Ribbon Cutting at Eppes Recreation Center Multi-Purpose Room at 10:00 AM
- 7/19 *Sunday In The Park* – Molasses Creek in honor of Stuart Aronson, long time SITP Manager.
- 7/23 *Second Summer Dining Series* at Chef and The Farmer in Kinston
- 7/24 *80's Retro Party, Movie and Campout* at River Park North to celebrate *Parks & Recreation Month*
- 7/26 *Sunday In The Park* – John Brown Big "Little" Band
- 7/27 *Teen Fitness Camp* at the Sports Connection
- 7/27-30 *Soccer Camp* at H. Boyd Lee Park



*Kernacopia Popcorn Vendor at Sunday  
In The Park*

## PARKS DIVISION

### INTERIM PARKS SUPERINTENDENT

1. Due to excessive and expensive vandalism (\$1500+), the restrooms at the Dream Park have been locked during non-sprayground operation hours. A porta-jon for park patrons has been provided to use when the restrooms are locked. Thus far, our department has not received any complaints regarding this situation.

### PARKS MAINTENANCE

1. Landscape crews – ball field maintenance, mowing schedules, debris removal from Sarah Vaughn Field of Dreams, prepared grounds at Town Common, Sheppard Memorial Library, and Jaycee Park, and irrigation active with turf and plant beds.
2. Custodial crews – cleaning service and litter collection. Cleaned trashed restrooms at Marvin's Mini Mart and Andrew A. Best Freedom Park.
3. Technician crews – repaired sports lighting at West Meadowbrook Park; smaller projects included installation of concrete pad under Facility Management storage shelter, installation of drum component at the Dream Park playground, repairs completed to picnic tables and park benches on Greenway, repaired vandalism at numerous sites including Dream Park restrooms and shelter, Thomas Foreman Park shelter, Matthew Lewis shelter, Andrew A. Best Freedom Park shelter, and Kristin Drive playground.
4. Weekend Support crew – set up and support for *Sunday in The Park* and litter collection and shelter service.
5. Set up and support *A Celebration of Youth Expression* at Town Common, *RiverFest* at River Park North, ECBL closing ceremonies at Elm Street Park, opening ceremonies for *Jackie Robinson Baseball League* at Thomas Foreman Park, and summer camps and programs.

### RIVER PARK NORTH (RPN)

#### ● June Activities

1. 10 public programs; total attendance 1,120 (*RiverFest*, Literacy planning meeting, preschool camp, *Zombie Camp*, *Outdoor Living Camp*, *Backyard Campout*, etc.)
2. 16 private/group programs; total attendance 528 (summer camp guided tours)
3. 10 large/4 small shelter reservations; total attendance 720
4. 3 drive-to campsite reservations; attendance 3



*RiverFest Hay Ride*

#### ● June Highlights

1. RiverFest in partnership with *Sound Rivers* (Previously *Pamlico-Tar River Foundation*) attracted 1,000 guests making it the largest event ever held at RPN. Event coverage included:  
WNCT: <http://wnct.com/2015/06/06/kids-spend-the-day-outdoors-at-river-park-north/>  
The Daily Reflector: <http://www.reflector.com/news/fans-flock-river-fest-2899399>
2. \$5,000 donation was received from *Love A Sea Turtle* for a raised/screened camping platform. This donation, along with funding from *Sound Rivers* and the City, will make possible 3 such camping platforms along the Tar River in Greenville. They will be constructed by *Sound Rivers* this fall.
3. \$13,000 in donations have been secured for the construction of a Mobile Play Unit (Born Learning Trailer). Funds came from a Vidant Community Health Grant - \$5,000, United Way - \$4,000, and Grady White Smith Family Foundation - \$4,000. The Unit will be ready for use late summer-early Fall 2015.
4. District Cub Scout Twilight Camp was held at RPN for the third year, 6/22-26.
5. RPN was the host site for a community discussion regarding early childhood literacy, attended by community leaders and educators.
6. RPN hosted a 3-day training by UNC Institute for the Environment for 26 teachers from Charlotte to the Coast (plus one RPN staff member).
7. *Love A Sea Turtle* has started hosting day camps at western acreage ("Lewis Property") of RPN.

- **Coming in July**

1. 9 public programs (*Forts and Hideouts, Twilight Family Camp, Reptile Hike, Summer Camp, etc.*)
2. 28 private/group programs; expected attendance 900 (Birthday party, summer camp guided tours, etc.)
3. 3 large shelter reservations; anticipated total attendance 160.
4. 80's Retro Movie and Campout Event celebrating National Parks and Recreation Month.

### **PARKS PLANNING**

1. Town Common – Have contracted with Moses Asphalt Repair to install concrete pads and site furniture. Installation will be complete by the end of July. Sawyer Residential & Marine Construction Inc. is currently in the design and permitting phase for the elevated pier and kayak landing project. Construction will begin in late summer. Staff is currently generating an RFQ for the design development phase of the Town Common improvements. The design development documents will reflect the proposed first phase of the project which includes the streetscape along First Street, parking improvements, pedestrian circulation, and ADA compliant sidewalks, a sprayground, playground area, amphitheater improvements, and a restroom/vendor facility.
2. South Greenville Recreation Center Architectural Design – Hite Associates, P.C. has completed the 95% submittal of the construction documents, and Bree Associates has completed the cost analysis for the project. The project is over budget by 9% based on the latest cost estimate prepared by Bree Associates. Hite Associates is currently working with City staff on a value management plan to reduce costs.
3. “Tar River Park” Master Plan – Staff has developed a second concept based on comments and recommendations made at the second input session, and a third concept based on feedback from stakeholders. All three concepts were presented during the public input session at the Recreation and Parks Commission meeting on 7/8.
4. Boyd Lee Park Entrance Renovations – On-call contracts with Ark Consulting Engineers for the civil design have been approved. Ark is currently preparing design studies and cost estimates for the plaza area and drainage. They are also preparing bid documents for the improvements to the entrance to the park.

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

1. June Revenues: \$70,068 Target: \$80,598
2. Rounds of Golf: 1,948
3. Weather or Maintenance Effected Days: 15
4. FootGolf Rounds: 38 Revenue: \$364
5. Total Revenue for Short Course/FootGolf year to date: \$6,763.05
6. June Highlights:
  - a. 2 golf tournaments; 140 participants
  - b. 4 PGA Jr. Golf practices; 160 participants
  - c. 4 PGA Jr Golf matches; 80 participants
  - d. 4 day Junior Golf Camp; 30 participants
  - e. 3 Practice with the Pro Clinics; 20 participants



### **BRADFORD CREEK MARKETING**

1. Met with St. Paul's Church Youth FootGolf Tournament Committee (adults and youth) to advise on “best practices” for them to implement an effective tournament (scheduled for 10/4).
2. Met with Bradford Creek Friends to discuss a legal structure that acts as a “Booster Club”/unincorporated assoc.
3. Continued efforts on grant for handicap accessible golf cart.
4. Met with GolfNow to review new marketing tools that will soon be available to Bradford Creek.

## **RECREATION DIVISION**

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

1. Community Pool and Splashpoint are open. First week of opening for the Community Pool, maximum capacity was reached every day. These two facilities had a total of 712 guests during the first week of operation.
2. Pickleball had 190 participants.
3. Camp Adventure began on 6/15.



4. Approved to offer Silver & Fit, a program similar to Silver Sneakers, which provides a discounted gym membership to eligible seniors.

### WELLNESS

1. 6/1-30 Live Healthy America Nutrition Program offered to COG/GUC employees.
2. 6/3-4 Blood Drive at GUC Operations Center, 90 viable units of blood received.
3. 6/15-25 Swimming lessons offered to COG/GUC employees, 5 registered.
4. 6/16 CIGNA Mobile Learning Lab at Five Points Plaza and Jaycee Park, 15 employees attended.
5. 6/17 CIGNA Mobile Learning Lab at GUC Operations Center, 33 employees attended.
6. 6/29 CIGNA Workshop addressed Men's Health
7. 6/30 *Wellness Try It Series: Zumba*, 24 employees registered, runs thru 8/13.

### ADULT ATHLETICS / H. BOYD LEE PARK

1. Adult Softball continued at Boyd Lee Park and Evans Park; 175 games played.
2. 9 picnic shelter rentals, total attendance – 390.
3. 4 birthday parties held; total attendance – 80.
4. 1 conference room rental; attendance – 50.
5. 4 sessions of *Sports Plus Camp* were held; total participants - 144.

### YOUTH ATHLETICS

1. 6/7 Greenie League Classic registration at BLP; 60 registered players.
2. 6/13 Mini Fry T-ball ended; 60 registered players.
3. 6/14 Greenie League Classic skills assessment and draft.
4. 6/15 12-15 year old baseball camp at Guy Smith Park; 38 participants.
5. 6/17 End of Big Fry baseball regular season, start of Big Fry Tournament.
6. 6/19 End of Small Fry baseball regular season; 175 participants, 28 volunteer coaches (approximately 150 volunteer hours).
7. 6/22 8-12 year old baseball camp at Perkins Complex; 72 participants.
8. 6/29 7-8 year old baseball camp at Elm Street Park; 39 participants.

### RIVER BIRCH TENNIS CENTER (RBTC)

1. 6/14 Coastal Plains Mixed Doubles League season began; 180 registrants.
2. 6/15 Coastal Plains Singles League season began; 24 registrants.
3. 6/15 Summer Tennis Program began; 188 registrants.
4. 6/20 Greenville Jr Championship youth tournament; 34 players.
5. 27 individual tennis lessons given
6. 14 ball machine rentals



### SPORTS CONNECTION

1. 2,656 tokens sold vs 1,945 in June 2014.
2. Attendance: 2,508 vs 2,090 in June 2014.
3. 41 cage rentals vs. 31 in June 2014.
4. One (1) birthday party held.

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

1. 11 B.E.T. rentals; total attendance – 1,542.
2. 9 DSC rentals; total attendance – 885.
3. 4 Special Olympics programs; total attendance – 552.
4. 3 sessions of *Teen Extreme Camp* were held; total participants -40.
5. 2 sessions of Playground Program were held; total participants - 66.
6. *Late Night Hoops* basketball was held each Tuesday and Friday night.



7. Co-Ed Adult Basketball continues M-TH, 6:00-8:00 PM.

### CENTERS AND PROGRAMS

1. On 7/13 Chasity McCurdy will begin serving as the new Recreation Assistant for Specialized Recreation. Chasity has a Bachelor's Degree in Community and Therapeutic Recreation from the University of North Carolina at Greensboro. She has worked with the Greensboro Parks and Recreation Department for two years.
2. Currently accepting applications for the Recreation Supervisor position at Eppes Recreation Center through 7/19. Priest McNair, the current Supervisor at Eppes, will be leaving the position on 8/28.

### SOUTH GREENVILLE RECREATION CENTER

1. 6/1 Hershey's Track & Field at JH Rose High School; 30 youth participated.
2. 6/15 Outdoor Fitness Boot Camp; 8 adults participated.
3. 6/20 PAL Football program; 80 youth participated.
4. 6/22 Summer Fun Enrichment Camp; 10 youth participated.
5. 6/23 Basketball Camp; 40 youth participated.

### EPPEES RECREATION CENTER/THOMAS FOREMAN PARK

1. 6/1 Exercise AHOY aerobics continued; 10-12 participants each session.
2. 6/1 Southside Senior Club held its monthly meeting; 70 in attendance.
3. 6/8 Seniors Pizza and bingo was held; 50 in attendance.
4. 6/15 Summer Camp began its first session with 24 in attendance.
5. 6/17 Moyewood Senior Club held its monthly meeting with a cookout and talent show; 40 participated.
6. 6/18 Eppes Alumni held an event to display their historic band uniforms.



Community Garden at  
Thomas Foreman Park

### SPECIALIZED RECREATION

1. 6/15 *Camp Escape* started; 35 campers.

### ARTS AND CRAFTS CENTER

1. 6/20 Celebration of Youth Expression was held at Town Common.
2. 6/22 *Famous Artist Camp* Session 1 began; 20 participants.
3. 6/22 *Beautiful Princess Dance Camp* Session 1 began; 13 participants.
4. 6/24 Wheel Throwing 101 began; at capacity.
5. 6/29 *Create a Cartoon Art Camp* began; 22 participants.
6. 6/30 *Creative Sewing* ended.

### SENIOR ADULT SERVICES

1. 6/03 Co-hosted a Community Walk at Alice Keene Park.
2. 6/11 Held *Exercise In The Park* at Town Common.
3. 6/15 Opening week of *Jaycee Jamboree* Day Camp.
4. 6/23 Six (6) seniors participated in our first Summer Dining Series.



Respectfully submitted,

Gary N. Fenton, Director of Recreation  
and Parks



*Celebration of Youth Expression*