

NOTES

TO: Honorable Mayor and City Council Members
FROM: Ann E. Wall, City Manager
DATE: December 5, 2018
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. An agenda for the December 11, 2018 meeting of the Police Community Relations Committee and minutes from the November 13, 2018 meeting
2. A memo from Eric Griffin, Fire/Rescue Chief, regarding the holiday bike giveaway on December 12, 2018 at Jarvis Memorial United Methodist Church at 4:30 PM
3. A memo from Gary Fenton, Recreation and Parks Director, regarding the ribbon cutting ceremony for Westpointe Park on Saturday, December 15, 2018 at 10:00 AM
4. A memo from Eric Griffin, Fire/Rescue Chief, providing an update on the Fire/Rescue assessment recommendations and implementation plans status
5. A memo from Mark Holtzman, Police Chief, regarding departmental engagement
6. A memo from Kevin Mulligan, Public Works Director, providing an update on the construction of the Town Creek Culvert
7. A memo from Tom Barnett, Community Development Director, regarding a letter from NC Insurance Commissioner Mike Causey
8. A letter from Wintergreen Intermediate PTA expressing appreciation for the City's Public Works Department participation in their STEAM night

mc

Attachments



Find yourself in good company®

POLICE COMMUNITY RELATIONS COMMITTEE

A G E N D A

Tuesday, December 11, 2018, 6:30 PM
City Hall Building, 3rd Floor, Room 337

200 W. Fifth Street
Greenville, NC 27835

- 1) Call to Order – Greg Rubel, Chair
- 2) Roll Call
- 3) Approval of the Agenda – December 11, 2018
- 4) Approval of the Minutes – November 13, 2018
- 5) Purpose of meeting
- 6) New Business:
 - Exploring Direction and Efficiencies
 - PCRC planning for program topics for 2019, excluding July and August; as this is the summer break.
 - Elections
- 7) Questions
- 8) ADJOURN

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

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

November 13th, 2018

Chairperson Greg Rubel called the Police Community Relations Committee meeting to order at 6:30 p.m., at Pitt Community College, Winterville, NC.

INTRODUCTION OF COMMITTEE MEMBERS

Chairperson Greg Rubel asked each committee member and city staff to introduce themselves.

Committee members present:

Greg Rubel, Chairperson, District 3
Carol Bass, District 5
Scott Snyder, District 4
Gregory Barrett, District 1
Dr. Louis Warren, Mayoral

City Staff Members present:

Council Member Rick Smiley
Donald K. Phillips, City attorney
Sgt. Chris Burack
Officer Tyler Whaley
Billie Jo Viverette

APPROVAL OF THE AGENDA

Chairperson Greg Rubel asked for a motion for approval of the agenda. Carol Ann made a motion and was seconded by Gregory Barrett. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES

Chairperson Greg Rubel asked for a correction to be made to the minutes. He asked that Gregory Barrett and Jermaine McNair be listed as absentees in the October minutes.

MISSION AND PURPOSE OF MEETING

Chairperson Greg Rubel read the Police Community Relations Committee mission statement.

He then thanked the officers for putting this meeting on. He recognized Donald Phillips, City attorney as being present. He also recognized Council Member Rick Smiley.

Sgt. Chris Burack introduced himself and briefly discussed his career as a police officer.

Sgt. Burack introduced Officer Tyler Whaley, who also briefly discussed his career as a police officer.

Sgt. Burack discussed the detailed process of hiring new police officers. He explained why the process can take anywhere from two months to four or five months to complete.

There were questions and discussion about qualifications and reasons for being disqualified from applying.

There was discussion on how to encourage interest in today's youth to become law enforcement officers. Benefits and salary topics were also discussed.

After the discussion, everyone went to the BLET training field for a POPAT demonstration (Police Officers Physical Abilities Test).

After the demonstration, motion was made and seconded to adjourn the meeting.



Find yourself in good company

Memorandum

To: Ann Wall, City Manager
From: Eric Griffin, Fire/Rescue Chief
Date: December 5, 2018
Subject: First Responders partner with Academy Sports for Holiday Bike Giveaway

First responders with Greenville Police Department and Greenville Fire/Rescue have partnered with Academy Sports to give 30 bicycles to children in need this holiday season. The departments worked with local organizations to identify the children, including Third Street Academy, Operation Sunshine and the Greenville Housing Authority.

Children will receive the bicycles during a special presentation on December 12, 2018 at Jarvis Memorial United Methodist Church, 510 South Washington Street, at 4:30 p.m. The presentation will include brief statements from Police Chief Mark Holtzman and Fire/Rescue Chief Eric Griffin, as well as a bike safety demonstration and helmet fitting. In exchange for their holiday surprise, the children will join together to sing "Jingle Bells".

This event was made possible by Academy Sports. The company generously donated and assembled the 30 bicycles. Greenville Police and Fire/Rescue commend Academy Sports for their support of our local community.

Memo

To: Ann Wall, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: December 5, 2018
Re: Opening of Westpointe Park – 12/15/18

The Recreation and Parks Department is pleased to announce the ribbon cutting for Westpointe Park.

As you know, completion of this project has been hampered by several major challenges, but perseverance has paid off, and the opening is scheduled for Saturday morning, December 15th, at 10 a.m.

Westpointe Park is located at 3575 Stantonsburg Road and is now Greenville's newest and westernmost park. To access the park from Stantonsburg Road on the far west side of the City, take the second left onto Westpointe Drive. Turn right on Ramsey Drive and take the next right on Gretna Drive. Pull into the gravel lot at the end of Gretna Drive.

Following the ribbon cutting — as part of the new security measures put in place at the park — this lot will be closed to traffic (with the exception of Greenville Fire/Rescue and GRPD staff).

Phase 1 of the new park includes a playground with a 2-5 age group area and a 5-12 age group area, walking path, open space play area and restrooms.

Future development at the site is expected to include a picnic shelter, community building, multi-purpose fields and recreation courts.

An informational related flyer is attached.

Please let me know if there are any questions.

Attachment

cc: Michael Cowin, Assistant City Manager

Westpointe Park



RECREATION AND PARKS

Ribbon Cutting ■ 10 a.m. ■ Saturday, Dec. 15

For questions or to RSVP, call 252-329-4567

Memorandum

To: Ann Wall, City Manager
From: Eric Griffin, Fire/Rescue Chief
Date: December 4, 2018
Subject: F/R Assessment Recommendations & Implementation Plans Status

Listed below is a status update on the progress made thus far towards the F/R Assessment Recommendations & Implementation Plan. The bulleted items in this memo are a brief description of the information located on the master document, under the status column. Please let me know if you have any questions or need additional information.

- HR is continuing to work with the Compensation Committee, with the most recent meeting being held on November 29th. Much work has gone into the process which includes reviewing pay practices and compensation systems of other similar agencies. HR will continue to work with the committee over the next few weeks so that a recommendation can be presented to the City Manager by February 1, 2019.
- F/R is posting data and information on the internal CogNet site. Monthly data reports and general staff meeting recordings are posted and available to all employees.
- Dr. Angeline Brinkley is performing the role of F/R Strategic Project Manager. She has formed two staff committees, the Professional Standards and Professional Development. Both committees have held their first meeting.
- 2 former employees rehired in November.
- Held staff meeting for all F/R employees on 12/3/18. Chief Griffin met with various individual stations during the month of November.
- Emotional Intelligence training for all supervisors is scheduled to begin in January.
- Peak time EMS unit is ready to put in service this week. We are working with Pitt County Communications to finalize the dispatch layer for that Unit. This unit will help to decrease the workload on high call volume units assigned in the Medical District.
- The Center for Public Safety Excellence Accreditation Peer Review Team completed an onsite visit the week of 11/11/18. F/R is preparing to sit before the Commission on Fire Accreditation International in March 2019.



POLICE DEPARTMENT

Memorandum

To: Ms. Ann Wall, City Manager

From: Mark Holtzman, Chief of Police 

Date: December 5, 2018

Subject: Departmental Engagement

With 2019 just around the corner, we will be implementing a new organizational model department wide in an effort to improve our service to the community and our commitment to the men and women of the Greenville Police Department (GPD).

January will bring about our next evolution of Zone policing designed to more effectively tailor our policing strategies at the neighborhood level by shifting additional police resources to each of our three police zones. The assignment of a limited number of gang and gun violence officers in certain zones within the city will allow us to expand our neighborhood police officer program into a neighborhood policing unit. Gang issues will also be addressed using an expanded Gang Unit capable of responding to issues city-wide.

This re-alignment creates a more effective chain of command and reduces the need to draft [order] officers to work downtown on weekends to fill staffing demands on a routine basis.

In preparation for our January start, I have developed a presentation which I will personally present to each group of officers during December. This presentation will allow me an opportunity to expand on the needs assessment and process that went in to the creation of the new plan and to answer questions and allow for feedback from the officers in small groups. Discussion will also include goals for 2019 centered on 1) violent crime reduction, 2) crash reduction, and 3) community engagement.

GPD Mission Statement

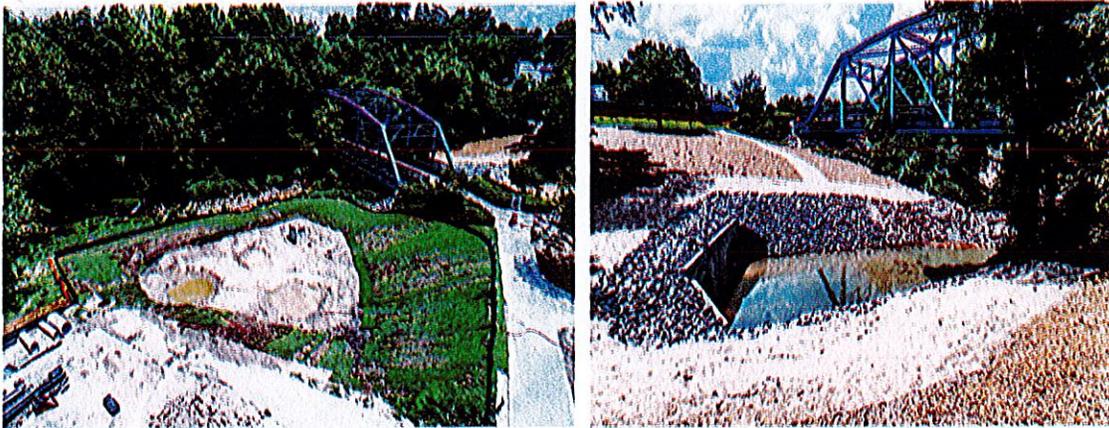
The Greenville Police Department exists to enhance public safety and quality of life, in partnership with ALL people in OUR community, by preventing crime with honor and integrity.

Memorandum

To: Ann E. Wall, City Manager
From: Kevin Mulligan, PE, Director of Public Works
Date: December 5, 2018
Subject: Update on the Construction of Town Creek Culvert

The City of Greenville City Council awarded a contract to Trader Construction for the reconstruction of the Town Creek Culvert. The existing culvert is over 90 years old and in poor condition. The contract for replacement of the culvert is for approximately \$24.5 million. The Notice to Proceed for the project was issued in February of this year. The contractor started in March 2018. Construction of the culvert began within Town Common Park in March and work has proceeded towards East 5th Street.

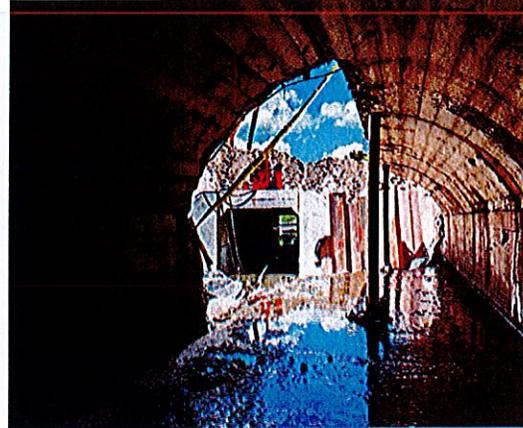
The work at Town Commons included the constructed wetland (the first of six (6) Stormwater Control Measures (SCM)) and the headwall installation of the culvert located on E 1st Street pictured below. The wetland will be planted during the planting season in spring 2019.



Shortly thereafter, the contractor began excavating and placing the 10'x8' reinforced concrete box culvert (RCBC) under 3rd Street. The floor of the new culvert is approximately 19 feet deep as seen in the pictures below.



Once the 3rd Street RCBC was placed, Trader Construction began removing the existing arch culvert between 3rd Street and 4th Street making the new RCBC live and operational.

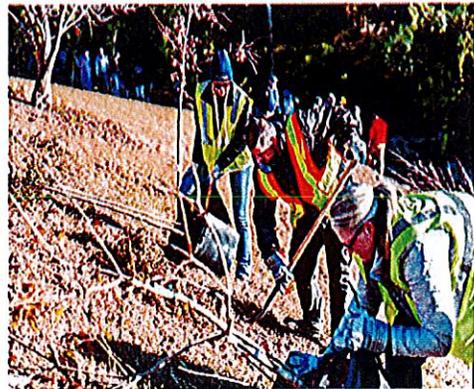


The second of six (6) SCM's was installed just north of 3rd Street. This is a small Regenerative Stormwater Conveyance (RSC) that drains the northern ECU parking lot to Town Creek. Following the completion of the small RSC, 3rd Street opened at the beginning of November.



Trader Construction also mobilized a second work crew to begin construction between the Federal Bankruptcy Court House and Taste Thai just south of Reade Circle. This work will continue south under 8th Street, paralleling Washington Street and terminating at the intersection of Washington Street and 9th Street. This phase of work is anticipated to be complete in the late Spring of 2019.

Recently, City personnel and ECU volunteers, students and staff installed trees as part of a reforestation effort between 1st and 3rd Street. About 100 trees were planted in this location. It is anticipated that these trees will assist with improving water quality in the area.



While the completion of 3rd Street has been delayed as a result of several weather events, the overall project schedule remains unchanged. The City continues to update the public regularly through the use of social media and email updates.

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

cc: Lisa Kirby, PE, Senior Engineer

COMMUNITY DEVELOPMENT

MEMO

DEPARTMENT

TO: Ann E. Wall, City Manager

FROM: Thomas Barnett, Director of Community Development Department 

DATE: December 4, 2018

SUBJECT: **Notes to Council – NC Insurance Commissioner Mike Causey’s Letter of gratitude to Inspectors Brian Sasser & William Mills**

On November 1, 2018, we received the attached letters of gratitude from NC Insurance Commissioner Mike Causey sent to Brian Sasser & William Mills as well as the entire Inspections Division for their service during Hurricane Florence.

Brian Sasser and William Mills both volunteered to respond to a request for help put out by the Department of Insurance / Disaster Code Enforcement Response Team, specifically to help Craven County. Mr. Mills previously worked in Craven County as an inspector, so he was an obvious choice for this task given that he knew the area and those he would be dealing with. In addition, Brian Sasser, our plans reviewer, also volunteered. They both reported to the same jurisdiction and helped with flood recovery inspection services.

Additionally, our remaining office staff (including both Administrative staff and field Inspectors) all helped by providing coverage for the increased workloads due to the absence of William and Brian.

We are proud of the entire Inspections Division Staff for their performance and their selfless attitude and service both to Craven County in their time of need, as well as to the City of Greenville and the entire region during a difficult and trying time.

cc: Ken Graves, Assistant City Manager; Brock Letchworth, Communications Manager, PIO, Les Everett, Chief Building Inspector



ENGINEERING

Tel 919.647.0000 Fax 919.715.0067

MIKE CAUSEY, INSURANCE COMMISSIONER & STATE FIRE MARSHAL
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

11/1/2018

City of Greenville Building Inspections
Attention: William Mills
PO Box 7207
Greenville, NC 27835

Dear William,

I would like to express my heartfelt gratitude to you and the Greenville Inspections Department for your professional, competent and prompt response when DCERT and OSFM recently requested assistance on behalf of the City of Greenville.

I am impressed with your willingness to help in a time of need. It was truly inspiring to see the assistance you offered during this crisis, despite the turmoil occurring in your own jurisdiction.

The Greenville Inspections Department richly deserves every accolade for stepping up and volunteering their assistance in the face of the pressure resulting from delayed inspection schedules and the challenges presented by limited personnel in your home jurisdiction. It is clear the citizens of the City of Greenville were well served by you and the Greenville Inspections Department's performance.

THANK YOU for making a perilous crisis better for everyone involved.

With much gratitude,

A handwritten signature in black ink, appearing to read "Mike Causey", is written over the typed name below it.

Mike Causey

Insurance Commissioner
State Fire Marshal

OFFICE OF STATE FIRE MARSHAL

1202 MAIL SERVICE CENTER | RALEIGH, NC 27699-1202 | WWW.NCDOI.COM/OSFM



ENGINEERING

Tel 919.647.0000 Fax 919.715.0067

MIKE CAUSEY, INSURANCE COMMISSIONER & STATE FIRE MARSHAL
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

11/1/2018

City of Greenville Building Inspections
Attention: Brian Sasser
PO Box 7207
Greenville, NC 27835

Dear Brian,

I would like to express my heartfelt gratitude to you and the Greenville Inspections Department for your professional, competent and prompt response when DCERT and OSFM recently requested assistance on behalf of the City of Greenville.

I am impressed with your willingness to help in a time of need. It was truly inspiring to see the assistance you offered during this crisis, despite the turmoil occurring in your own jurisdiction.

The Greenville Inspections Department richly deserves every accolade for stepping up and volunteering their assistance in the face of the pressure resulting from delayed inspection schedules and the challenges presented by limited personnel in your home jurisdiction. It is clear the citizens of the City of Greenville were well served by you and the Greenville Inspections Department's performance.

THANK YOU for making a perilous crisis better for everyone involved.

With much gratitude,

A handwritten signature in black ink, appearing to read "Mike Causey". The signature is fluid and cursive, written over a horizontal line.

Mike Causey

Insurance Commissioner
State Fire Marshal

OFFICE OF STATE FIRE MARSHAL

1202 MAIL SERVICE CENTER | RALEIGH, NC 27699-1202 | WWW.NCDOI.COM/OSFM

Wintergreen Intermediate PTA #00030153

4720 County Home Rd, Greenville, NC 27858

(252) 355-2411



<https://www.pitt.k12.nc.us/Domain/240>
<http://www.wintergreenpta.com/>
<https://www.facebook.com/Wintergreenpta/>



TAX ID # 56-1789222

November 28th, 2018

City of Greenville - Public Works
1500 Beatty Street
Greenville, NC 27834

email: KMulligan@greenvillenc.gov

Dear Mr. Kevin Mulligan

We wanted to express our appreciation for the City's support of our Wintergreen Intermediate PTA STEAM night. Public Works Engineering, Traffic, Storm water and Recycle each hosted work stations

Your personal commitment to educating our youth allowed us to reach our goal of an entertaining and instructive evening. There is such a gap in STEAM education and having hands on experience can open up so many doors for children, without the support of people and companies this would be impossible.

Your assistance means so much to us. Thank you! You truly have made a difference.

Kind Regards,

Heather Pilgreen

Wintergreen Intermediate PTA – President

Education is the most powerful weapon which you can use to change the world.