


# NOTES

TO: Honorable Mayor and City Council Members  
FROM: Michael W. Cowin, City Manager   
DATE: October 1, 2025  
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Heather White, Assistant Director of Recreation and Parks, regarding an update on fall Community Recreation and Outreach Services Division opportunities
2. A memo and flyer from Tiana Berryman, Director of Neighborhood and Business Services, regarding annual Minority Enterprise Development Week
3. A memo from Les Everett, Director of Planning and Development Services, regarding Historic Preservation Commission Annual Presentation

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Attachments



RECREATION AND PARKS  
PROJECT MANAGEMENT

**To:** Michael Cowin, City Manager  
**From:** Heather White, Assistant Director of Recreation & Parks  
**Date:** October 1, 2025  
**Re:** Community Recreation and Outreach Services Fall Update

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The Community Recreation and Outreach Services Division (CROS) has a lot to offer the Greenville community this fall season! See many of the amazing opportunities below:

October 2025:

- ABC's of Basketball (Thursdays, 10/2-11/6) at South Greenville Recreation Center.
  - Entry level parent and child program where basketball skills are taught in a fun, non-competitive environment.
- Trunk or Treat (Friday, 10/17) at Greenfield Terrace Park.
  - Come dressed in your costume and enjoy plenty of candy from community partners!
- Creative Oasis (Thursdays, 10/23-12/18) at Drew Steele Center.
  - A program designed for individuals with disabilities that enhances their imagination flow!
- Fall for All Fest (Wednesday, 10/29) at Wildwood Park.
  - A festive evening hosted by Specialized Recreation designed with individuals with disabilities in mind.
- Fall Festival (Thursday, 10/30) at South Greenville Recreation Center.
  - Games and activities in a safe Halloween-themed environment.

November 2025:

- Rec-N-Roll Community Field Day (Saturday, 11/1) at South Greenville Recreation Center.
  - Activities for families and kids of all ages. This event includes bounce houses, food, and prizes!
- Bingo Night!
  - Theme: Movie Night (Monday, 11/3) at Dream Park Community Building.
  - Theme: R&B/Hip Hop Night (Thursday, 11/6) at BET Community Building.
  - Theme: Trail Ride Night (Monday, 11/17) at Dream Park Community Building.
  - Theme: Thanksgiving (Thursday, 11/20) at BET Community Building.
- Cinema in the Center – “A Minecraft Movie” (Friday, 11/7) at Eppes Recreation Center.
  - A family-friendly movie for the whole family!
- Winter Youth Basketball begins at Eppes Recreation Center & South Greenville Recreation Center (Monday, 11/10).
- Parent's Date Night (Friday, 11/14) at Drew Steele Center.
  - Parents can enjoy a kid-free Friday night on the town. We will keep them busy in a fun, safe environment.
- Thanksgiving Holiday Giveaway (Tuesday, 11/25) at South Greenville Recreation Center.
  - Free meals will be provided to support families in our community in need. Registration is required.

Recreation and Parks' Community Recreation and Outreach Services division is excited about providing inclusive, diverse programming that's impactful to our neighborhoods and communities! All program and event information

can be found on our social media outlets, program brochure, the City's website, or by visiting one of our facilities. For additional information about fall programming, please call Jaycee Park at 252.329.4567.

Please let me know if there are any questions.

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

# Rec-N-Roll

GREENVILLE RECREATION & PARKS

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

This Fall, 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 August until December.

## Fall Calendar

### August

- Saturday, August 23 at 10:00am-4:00pm / Wildwood Park



### September

- Wednesday, September 10 at 4:30pm-7:00pm / Kristin Drive
- Friday, September 19 at 4:00pm-7:00pm / New Town
- Wednesday, September 24 at 4:30pm-7:00pm / Clubway Apartments

### October

- Friday, October 3 at 4:00pm-7:00pm / Meadowbrook
- Tuesday, October 7 at 5:30pm-7:30pm / Five Points
- Wednesday, October 8 at 4:30pm-7:00pm / Clubway Apartments
- Friday, October 10 at 4:00pm-7:00pm / Moyewood



### November

- Saturday, November 1 at 11:00am-3:00pm / South Greenville Recreation Center

### December

- Friday, December 5 at 4:00pm-8:00pm / 5 Points



## Memorandum

To: Michael Cowin, City Manager  
From: Tiana Berryman, Director of Neighborhood & Business Services  
Date: September 29, 2025  
Subject: Annual Minority Enterprise Development (MED) Week

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Neighborhood & Business Services Department is excited to host the annual Minority Enterprise Development (MED) Week. MED Week is scheduled to take place October 13-17, 2025. This event celebrates the contributions of local minority and women-owned businesses while highlighting the City's commitment to fostering economic growth.

This year's theme is **"Progress is Our Business,"** reflecting our community's shared commitment to advancing opportunity, strengthening partnerships, and supporting the small business community.

### Events & Activities

Throughout the week, we will host workshops and community events designed to:

- Recognize the impact of minority and women-owned businesses in Greenville.
- Provide resources and connections to foster business development and growth.
- Engage the community in celebrating entrepreneurship, art, and culture.

Highlights include business workshops, networking opportunities, and the **Culture & Commerce Expo** scheduled for Friday, October 17, 2025, from 6:00-9:30 p.m. at the Holiday Inn located at 203 SW Greenville Blvd., Greenville, NC 27834. This event celebrates the intersection of business and art, featuring local vendors, art displays, food, and live performances.

For more information or questions, please contact the Business Development Division at 252-329-4505. Thank you for your support.

cc: Dene' Alexander, Assistant City Manager  
Tish Williams, Business Development Manager



# 2025 | Minority Enterprise Development Week

## MED WEEK 2025: PROGRESS IS OUR BUSINESS

### October 13 — October 17

#### MONDAY, OCTOBER 13

##### ► MED Week Kick Off Video Premiere

Start the celebration with us! Our official Kickoff Video will set the tone for a week of recognition, learning, and community pride as we honor the impact of minority and women-owned businesses.

##### ► MWBE Restaurant Review Series

Get a taste of Greenville! Throughout the week, we'll feature reviews of local minority & women-owned restaurants. Follow along online to discover new flavors, support local businesses, and add some must-try spots to your dining list.

#### TUESDAY, OCTOBER 14

##### ► Brand it with Canva

6:00 PM–8:00 PM

Greenville City Hall • 200 W 5th Street  
3<sup>rd</sup> Floor Conference Room (CH337)

Join us for this hands-on, bring-your-own-device (BYOD) workshop designed for small business owners or solopreneurs. Learn how to build a simple brand kit and create content to save time and money. No design skills needed — just bring your laptop or tablet, and leave with ready-to-use marketing tools! Heavy hors d'oeuvres will be served. Presented by Indigo Mettelus, owner of Indigo Events.

#### WEDNESDAY, OCTOBER 15

##### ► Small Business Development Cohort Kickoff Webinar

6:00 PM–8:00 PM — Online / Virtual

Thinking about starting a business? Learn about the advantages and challenges of owning a business. During this 5-week virtual program, participants will get started, receive 1-on-1 business coaching, and build a business plan.

#### THURSDAY, OCTOBER 16

##### ► Funding Secrets Unlocked with Lender Q&A

11:30 AM–1:00 PM

Dickinson Event Space • 2791 Dickinson Ave #104

Are you a business owner looking for funding? Drop in for lunch and get an insider's view of what lenders look for in business loan applications. This interactive session will share practical tips, bust myths, and provide a lender's insight— helping you get funding-ready and move your business forward.

#### FRIDAY, OCTOBER 17

##### ► Culture & Commerce Expo

6:00 PM–9:30 PM

Holiday Inn • 203 Greenville Blvd SW

Come out for an evening of artistry, where creativity meets the business community! Featuring vendor booths, local visual and spoken word artists, this event offers inspiring performances, vibrant artwork, music, and flavorful food. A perfect opportunity to network, shop, and connect with local artistic talent. Hosted by Neighborhood & Business Services.



Register for all MED Week events at **2025medweek.Eventbrite.com**  
All events are free and open to the public. For more information, please visit us online at **MWBE.GreenvilleNC.gov** or call (252) 329-4505.



PLANNING AND  
DEVELOPMENT SERVICES

## MEMO

To: Michael Cowin, City Manager

From: Les Everett, Director of Planning and Development Services *LE*

Date: October 1, 2025

Re: Historic Preservation Commission Annual Presentation

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The Historic Preservation Commission (HPC) is comprised of ten (10) members that reside within the City limits. Currently, there are two vacant seats. This past year the Commission has been busy assisting with the preservation of the Jacob W. Higgs House, reviewing and making recommendations on Façade Improvement Grants and a local landmark designation, and presenting Stewardship Awards.

### Jacob W. Higgs House

This past year the Commission made a commitment to preserving the Jacob W. Higgs House. The property is a Local Historic Landmark for its association with local businessman Jacob W. Higgs as well as for its architecture. The property had been in a state of disrepair and had been ordered by City Council to be demolished due to its dilapidated condition. In March, 2024, the HPC approved a 365-day delay on the demolition of the property to allow more time for the property owners to work with Preservation North Carolina to market and eventually sell the home where a preservation easement could be recorded to preserve the structure. As the 365-day delay of demolition was set to expire, the HPC adopted a resolution requesting City Council to delay its order for demolition of the structure. At the May 5, 2025 and June 12, 2025 City Council meetings, HPC Chair Andrew Morehead spoke at both meetings to ask Council to delay the demolition. Ultimately, the property was sold to a new owner and preservation easement was recorded to preserve the property.

### Façade Improvement Grants

The Commission reviews and makes recommendations to the City Manager on Façade Improvement Grants applications. The purpose of this program to provide an economic incentive to:

- Assist in the completion of substantial renovations to building façades within the core of the City's central business district;
- Encourage good design projects that capitalize on rehabilitation of the original fabric or design of existing properties; and
- Preserve the unique character of Greenville's Commercial Historic District and the Dickinson Avenue Historic District

This past year, two properties were awarded a total of \$6,084 from the program. to assist with the preservation/restoration of the buildings located at 530 Cotanche Street and 313 W. 2<sup>nd</sup> Street.

### Local Landmark Designation

The O. B. Peatross House – Frances Speight and Sarah Blakeslee Home and Studio at 1910 E. 6<sup>th</sup> Street was designated as a Local Historic Landmark designation.

### Stewardship Awards

Every other year, the Commission presents Stewardship Awards to individuals, organizations, or projects that demonstrate exceptional commitment to the preservation and protection of Greenville's historic resources. In May 2025, the Commission presented Steward Awards to the following organizations and individuals for their efforts in historic preservation:

African American Cultural Trail of Greenville-Pitt County Planning & Advisory Committee	
Arthur Wallace	800 and 804 W. 5 <sup>th</sup> Street (The Gold Post Restaurant)
Michael Glenn	310 W. 9 <sup>th</sup> Street (Jefferson's Florist)
Justin Edwards and Israel Mueller	905 E. 5 <sup>th</sup> Street (Walter Lancaster Harrington House)

### Certificates of Appropriateness

From September 2024 to September 2025, the Commission acted on six (6) Certificates of Appropriateness.

### Annual Plan

The Commission adopts an annual work plan every October that sets the goals and objectives.

cc: Chantae Gooby, Chief Planner

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