



December 20, 2013

TO: Mayor and Members of Council *LMK*  
FROM: Denise Turner Roth, City Manager *DR*  
SUBJECT: Items for Your Information

UPCOMING MEETINGS

- Jan 7 at 5:30 pm City Council Meeting
- Jan 16 at Noon Council Work Session
- Jan 21 at 5:30 pm City Council Meeting
- Jan 28 at 3:00 pm Council Work Session

**Council Follow-Up Items**

• **Economic Interest Disclosure Forms**

As a follow-up to a request from Mayor Vaughan at the December 17, 2013 Council meeting, attached is a memorandum from City Attorney Mujeeb Shah-Khan, dated December 20, 2013, providing the draft version of the proposed Economic Interest Disclosure Form.

**Ordinance Modifications for Fire Code Issues**

Attached is a memorandum from Fire Marshall David Lindsay, dated December 17, 2013, regarding minor modifications to the City's ordinance related to fire code issues.

**Additional Holiday Opportunities at Community Recreation Centers**

Attached is a memorandum from Interim Park and Recreation Director Wade Walcutt, dated December 19, 2013, regarding the extended schedule during the weeks around the Christmas and New Year holidays.

**Teen Forums Response**

Attached is a memorandum from Parks and Recreation Youth and Volunteer Services Division Manager Jenny Caviness and Youth Services Coordinator Tammy Miller, dated December 13, 2013, providing an update on the response to the dozen of community discussions on how to engage youth in our community.

**Complaint Review Committee Quarterly Activity Report**

Attached is a memorandum from Human Relations Director Love Crossling, dated December 19, 2013, providing the quarterly activity report for the Complaint Review Committee.

**Public Information Request Report**

Attached is the weekly Public Information Request Report for the week of December 19, 2013.

**Contact Center Feedback**

Attached is the weekly report generated by our Contact Center for the week of December 9, 2013 through December 15, 2013.

**Small Group Meetings**

Attached is the Small Group Meeting report for the week of December 20, 2013, between City Staff and [more than two but less than five] Councilmembers.

DTR/mm

Attachments

Office of the City Attorney  
City of Greensboro



December 20, 2013

**TO:** Mayor and Council

**FROM:** S. Mujeeb Shah-Khan, City Attorney

**SUBJECT: Proposed Economic Interest Disclosure Form**

As Mayor Vaughan mentioned during the December 17, 2013 Council meeting, she had asked me to prepare a proposed Economic Interest Disclosure Form that might take the place of the current disclosure form used by Council. Attached is a draft of the form for your review.

If you have any questions about the draft form, please contact me.

MSK

Enclosure

cc: Denise Turner Roth, City Manager (w/enc.)  
Becky Jo Peterson-Buie, Esqx., Chief Deputy City Attorney (w/enc.)

**CITY OF GREENSBORO  
CITY COUNCIL ECONOMIC INTEREST DISCLOSURE**

FOR OFFICE USE ONLY

336-373-CITY

[www.greensboro-nc.gov](http://www.greensboro-nc.gov)

COMPLETE THIS FORM AND PROVIDE SIGNED, ORIGINAL TO  
BETSEY RICHARDSON, CITY CLERK, 300 W. WASHINGTON STREET, GREENSBORO, NC 27401

FILER'S NAME (FIRST, MIDDLE, LAST)			
<b>First Name</b>	<b>Middle Name</b>	<b>Last Name</b>	<b>Suffix</b>
MAILING ADDRESS, CITY, STATE, ZIP+4 <sup>1</sup>			
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
HOME ADDRESS, CITY, STATE, ZIP+4			
<input type="checkbox"/> Same as Mailing Address			
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
CURRENT EMPLOYER		JOB TITLE	
NATURE OF BUSINESS			
DAYTIME PHONE NUMBER		ALTERNATE PHONE NUMBER	
E-MAIL ADDRESS			
Do other immediate family members reside in your household? <sup>1</sup>			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>FULL NAME<sup>2</sup></b>	<b>RELATIONSHIP</b>	<b>EMPLOYER</b>	<b>JOB TITLE</b>

<sup>1</sup> **Immediate family** includes your spouse (unless legally separated), minor children, and members of your extended family (your and your spouse's adult children, grandchildren, parents, grandparents, and siblings, and the spouses of each of those persons) **that reside in your household.**

<sup>3</sup> **Filers** may use the initials of unemancipated children instead of those children's names. If initials are used, the children's names should be provided on a (non-public) supplement form available from the City Clerk upon request.

**I. \$10,000 PLUS DISCLOSURES**

If you, your spouse, or members of your immediate family have assets or liabilities with a market value of at least \$10,000 in the following categories, please provide the requested information as of December 31<sup>st</sup> of the preceding year unless another time period is specified in the question.

- ▶ Do not list the value of those assets or liabilities.
- ▶ Do not list assets or liabilities held in a blind trust<sup>3</sup> established by or for the benefit of you or an immediate family member.

1. Do you, your spouse, or members of your immediate family have an ownership interest in real estate within Gullford County, North Carolina with a market value of \$10,000 or more?

Yes  No

Owner of Real Estate	% Ownership Interest	Location by City	Location by County

2. Do you, your spouse, or members of your immediate family lease or rent to or from the City real estate with a market value of \$10,000 or more?

Yes  No

Name of Lessor	Name of Lessee (Renter)	Location by City	Location by County

3. Within the preceding two years, have you, your spouse, or members of your immediate family sold to or bought from the City personal property with a market value of \$10,000 or more?

Yes  No

Name of Purchaser	Name of Seller	Type of Property

4. Do you, your spouse, or members of your immediate family currently lease or rent to or from the City personal property with a market value of \$10,000 or more?

Yes  No

Name of Lessor	Name of Lessee (Renter)	Type of Property

<sup>3</sup> A "blind trust" is a trust that meets all of the following criteria: (a) the owner of the trust's assets has no knowledge of the trust's holdings and sources of income, (b) the individual or entity managing the trust's assets ("the trustee") is not a member of the covered person's extended family and is not associated with or employed by the covered person or his or her immediate family, and (c) the trustee has sole discretion to manage the trust's assets. G.S. 138A-3(1).

5. Do you, your spouse, or members of your immediate family have financial interests in a non-publicly or publicly owned company or business entity (including interests in sole proprietorships, partnerships, limited partnerships, joint ventures, limited liability companies, limited liability partnerships, and closely held corporations) that does business within Guilford County, North Carolina?

Yes  No - If "No", proceed to question 7.

Owner of Interest	Name of Business Entity

**II. OTHER DISCLOSURES**

6(a). During the preceding calendar year, were you, your spouse or members of your immediate family a director, officer, governing board member, employee, independent contractor, or registered lobbyist of a nonprofit corporation or organization operating in the State primarily for religious, charitable, scientific, literary, public health and safety, or educational purposes?

Yes  No - If "No", proceed to question 7.

- ▶ Do not list City boards or entities, or entities created by City, or boards or entities where you serve as a City Council liaison to that board or entity.
- ▶ Do not list organizations of which you are a mere member or subscriber.

Name of Person	His/Her Position	Name of Nonprofit Corporation or Organization	Nature of Business or Purpose of Organization

6(b). If the listed nonprofit corporations or organizations do business with the City or receive City funds, please provide a brief description of the nature of that business, if known, or with which due diligence could reasonably be known.

Name of Nonprofit Corporation or Organization	Describe City Business or City Funding
<input type="checkbox"/> None or Not Known	

7. During the preceding calendar year, were you, your spouse, or members of your immediate family a director, officer, or governing board member of any society, organization, or advocacy group which has an interest pertaining to subject matter areas over which the City Council may have jurisdiction?

Yes  No

► Do not list organizations of which you are only a member (not a leadership role).

Name of Person	Name of Society, Organization or Advocacy Group	Leadership Position (Director, Officer, Board Member)

8(a). List the name of each business with which you are associated where you or a member of your immediate family is an employee, director, officer, partner, proprietor, or member or manager.

Name of Person	Relationship to Filer	Name of Company	Role of Person
<input type="checkbox"/> No Business Associations - If "No Business Associations", proceed to question 9.			

8(b). If you know that any company or business entity listed in 8(a) above has any material business dealings or business contracts with the City, or is regulated by the City, provide a brief description of that business activity.

Name of Company or Business Entity	Description of Business Activity with the State
<input type="checkbox"/> Not applicable (No entities listed on #8a) <input type="checkbox"/> No relationship / Not known	

9. Are you aware of any other information that *you believe* may assist the City in advising you concerning your compliance with any applicable ethics standards for the City?

Yes  No

**AFFIRMATION**

I affirm that the information provided in this Economic Interest Disclosure Form and any attachments hereto are true, complete, and accurate to the best of my knowledge and belief.

I also certify that I have not transferred, and will not transfer, any asset, interest, or property for the purpose of concealing it from disclosure while retaining an equitable interest.

I understand that my Economic Interest Disclosure Form and any attachments or supplements thereto are public record.

I Agree

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Submit SIGNED, ORIGINAL documents.

**Fire Department  
City of Greensboro**



December 17, 2013

**TO:** Jim Westmoreland, P.E., Deputy City Manager  
**FROM:** David Lindsay, Fire Marshal  
**SUBJECT:** Projected Ordinance Modifications for Fire Code Issues

Two items are slated to go before Council in the near future concerning minor modifications to city ordinance related to fire code issues. These are:

1. Amending Code of Ordinances Chapter 10, Article 1, Section 10-5(a) (Violations and Penalties); Clarification of counter use to maintain an accurate count of occupants in assembly occupancies such as bars and nightclubs.

The use of counting devices by managers of clubs, bars and other special events is a code requirement and an expected behavior. The state fire code places specific legal occupant load maximums on the establishments and business managers must comply and be able to show code officials they are adhering to these laws. The current ordinance indicates \$150 is charged for technical provisions of the Fire Prevention Code, which creates an imminent safety to life hazard. Although fire inspectors have been charging \$150 for problems with mechanical counting devices for years, it was recently recommended by the City Legal Department that specific language pertaining to the use, or lack thereof, of mechanical counters be included in city ordinance.

The North Carolina Department of Insurance has also recently ruled that the North Carolina Fire Code does not contain specific language that could be used to cite for counter deficiencies. The proposed amendment to Sec. 10-5 specifies that the fine for counting devices that are not operable, an inadequate number of counting devices, or persons who do not maintain the proper count on existing counting devices is \$150.00 per violation.

2. Amending Code of Ordinances Chapter 10, Article 1, Section 10-2 (Rewards) and 10-5(a) (Violations and Penalties). Addition to existing reward program already in place and addition to citations for persons convicted of tampering with fire protection equipment.

Fire protection equipment is available in many forms, some being passive and others being active and part of life safety systems. The equipment typically is identified as portable and fixed fire extinguishers, sprinkler systems, fire alarm smoke detector devices, fire alarm pull devices, carbon monoxide detectors, and

*Mr. Jim Westmoreland*  
*December 17, 2013, Page Two*

audible and visible alarm notification devices. Other passive related equipment includes exit location signage and emergency lighting. Too often, fire companies are dispatched to locations where individuals have maliciously tampered with equipment, causing unnecessary alarms and resulting in property damage that business owners then must repair. Many times, fire extinguishers have been discharged, resulting in costly clean up. Exit signage and emergency lighting are also common targets of abuse and malicious damage.

Section 10-2 (rewards) has existed for many years and is often underused. The amendment to Sec. 10-2 clarifies that persons that identify and assist in the conviction of persons tampering and maliciously damaging fire equipment can receive a reward of fifty dollars. The amendment to Sec. 10-5 establishes graduated fines for persons that are convicted of maliciously damaging fire equipment in the following amounts: \$150 for a first violation; \$300 for a second violation; and \$400 for a third and all subsequent violations. These fines are consistent with graduated re-inspection fees already in place.

Please advise should you need more information on these proposed minor modifications to the city ordinances related to fire code issues.

DL

cc: GFD Leadership

Parks and Recreation Department  
City of Greensboro



December 19, 2013

**TO:** Chris Wilson, Interim Assistant City Manager

**FROM:** Wade Walcutt, Interim Director

**SUBJECT:** Additional holiday opportunities at Community Recreation Centers

Traditionally, our community recreation centers have operated on an abbreviated schedule during the weeks around Christmas and New Year's Day. This year staff has adjusted operating schedules in response to community feedback, and is remaining open when many residents are off work or out of school for the holidays. Our centers will retain their normal hours of operation, with the exception of being closed on December 24, 25, and January 1.

In addition to offering our regular hours of operation during the holidays, staff worked to develop a series of holiday programs that has also responded to resident feedback. Both the changes in our operating schedules and additional programming opportunities have been made without negatively impacting our operating budget.

A list of the programs being offered is attached to this memo. Those interested in participating in one of the holiday programs or would like to view the hours of operation at a community recreation center near them, can visit [www.greensboro-nc.gov/leisure](http://www.greensboro-nc.gov/leisure) or call the Parks and Recreation Administrative Office at 373-2558.

WW/pjf  
Attachment Winter Program List

## Winter Programs

### Community Recreation Centers of Greensboro

#### **Brown Community Recreation Center, 274-3470**

##### **Gingerbread Children's Workshop**

December 13 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

##### **Community Gingerbread House Workshop**

December 13 from 6-8 pm

\$10 per Household/family

Bring the whole family to build a Gingerbread House!

##### **I-40 Basketball Tournament**

December 20

9-12 years old

\$25 per team

##### **Free Toy Drive Giveaway**

December 21

Special Guest, food & fun for all

##### **Holiday Party**

December 23

5-12 years old (5 year olds must be in kindergarten)

\$18 per child

Come in your favorite jammies We will bake cookies, drink hot coco and watch movies

##### **Midnight Basketball**

December 31 from 10 pm-1:30 am

10-17 years old

\$10 per player

Registration is required, by a parent, for the child to participate.

##### **Drop & Shop**

January 2 & 3 from 7:30 am-6 pm

5-12 years old

\$15 for each day, or \$25 for both!!

##### **Snowflake workshop**

January 3

#### **Craft Community Recreation Center, 375-2233**

##### **Gingerbread Children's Workshop**

December 16 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

##### **Basketball Skills Camp**

December 26 & 27 from 3-5 pm

5-13 years old

\$5 per child, per day or \$25 for the week per child

##### **Movie and Popcorn Night**

December 26 & 27 from 3-5 pm

5-13 years old

Free

##### **Holiday Camp**

December 30-31 and January 2-3 from 7:30 am-6 pm

5-13 years old

\$15 per day, per child.



## Winter Programs Community Recreation Centers of Greensboro

### **Glenwood Community Recreation Center, 373-2929**

#### **Cookies with Clause & Gingerbread Children's Workshop**

December 16 from 4-6 pm

5-12 years old

\$5 per child

See Santa and build your own Gingerbread House! Lots of fun for all!

### **Leonard Community Recreation Center, 297-4889**

#### **Gingerbread Children's Workshop**

December 9 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

#### **Ring in the New Year with a New Craft**

December 30 from 9 am to 12 noon

For children 5-12 years old

Free

Children will be making fun items that they will be able to take home

#### **Gimme a Break Camp**

January 3 from 7:30am to 6pm.

Children ages 5 to 12

\$15 per day, per child

Sports theme will include basketball, volleyball, badminton and possibly archery or golf.

### **Lewis Community Recreation Center, 373-3330**

#### **Gingerbread Children's Workshop**

December 19 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

#### **Community Gingerbread House Workshop**

December 19 from 6-8 pm

\$10 per Household/family

Bring the whole family to build a Gingerbread House!

#### **Basketball Skills Camp**

December 26 & 27 from 3-5 pm

5-13 years old

\$5 per child, per day.

#### **Movie and Popcorn Night**

December 26 & 27 from 3-5 pm

5-13 years old

Free

#### **Holiday Camp**

December 30-31 and January 2-3 from 7:30 am-6 pm

5-13 years old

\$15 per day, per child or \$25 for the week per child



## Winter Programs

### Community Recreation Centers of Greensboro

#### **Lindley Community Recreation Center, 373-2930**

##### **Gingerbread Children's Workshop**

December 12 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

##### **Community Gingerbread House Workshop**

December 12 from 6-8 pm

\$10 per Household/family

Bring the whole family to build a Gingerbread House!

##### **Kinderdance**

December 23 & 30 from 5:30-6:30 pm

kindergarten-2<sup>nd</sup> grade

##### **Friday Night Movie**

December 27 at 6 pm

5-12 years old

Free

##### **Karate**

December 31 & January 2 from 3:30-4:30

7-13 years old

\$50/month

##### **Hoop Shoot Free Throw Contest**

January 3 at 6pm

8-13 years old

Free

#### **Peeler Community Recreation Center, 373-5877**

##### **Gingerbread Children's Workshop**

December 17 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

##### **Movie Night – Polar Express**

December 27 from 6-9 pm

5-13 years old

\$3 per child and includes movie, pizza, and juice.

##### **Mini Day Camp**

January 2 & 3 from 9 am-12 noon

5-13 years old

\$5 per child, per day.

#### **Trotter Community Recreation Center, 373-2927**

##### **Gingerbread Children's Workshop**

December 10 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

##### **Drop & Shop**

December 20 from 6 pm to 9:30 pm

\$10 per child

Arts & crafts, gym, games and a movie, dinner and drink provided!!



## Winter Programs Community Recreation Centers of Greensboro

### Warnersville Community Recreation Center, 373-5871

#### Gingerbread Children's Workshop

December 11 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

#### Holiday Talent Showcase

December 20 from 6-8 pm

Free Admission

Fun for all, come and show your talent or enjoy someone else's!!

### Windsor Community Recreation Center, 373-5845

#### Gingerbread Children's Workshop

December 20 from 4-6 pm

5-12 years old

\$5 per child

Come build your own Gingerbread House! Lots of fun for all!

#### Hoop Shot Preliminary

December 27 from 6:30-8:30 pm

8-13 years old

Free

#### Popcorn and Movie

December 30 from 5-7 pm

All Ages

Free

#### Popcorn and Movie

December 31 from 5-7pm

All Ages

Free

#### Popcorn and Movie

January 2 from 5-7pm

All Ages

Free

#### Popcorn and Movie

January 3 from 5-7pm

All Ages

Free



GREENSBORO  
PARKS AND  
RECREATION



December 13, 2013

**TO:** Chris Wilson, Interim Assistant City Manager

**FROM:** Jenny Caviness, Youth and Volunteer Services Division Manager  
Tammy Miller, Youth Services Coordinator

**SUBJECT: Teen Forums Response**

In an effort to gain a better understanding of ways to engage youth in our community, the City of Greensboro organized more than one dozen community discussions throughout the late summer and early fall. The discussions were facilitated by City Councilmembers, local organization leaders, the City of Greensboro's Human Relations Department, and the National Conference for Community and Justice (NCCJ). The feedback from these forums is attached. (See Appendix A)

Three consistent themes emerged from the community discussions as residents offered insight into ways to improve youth interactions, including:

1. **Generating greater awareness of youth programs;**
2. **Creating opportunities for access to the programs;**
3. **Developing diverse opportunities for engagement.**

The following recommendations are based on addressing those themes as we plan and execute City programs for the summer of 2014 and beyond. We will focus on these outlined priorities while we maintain ongoing dialogue with internal and external stakeholders as we work to best meet the needs of our residents. We will also continue to focus on our mission, which is to offer programs and services to provide for the physical, social, and intellectual development of youth, while also supporting community, academic, and family institutions to enrich the whole child. The City of Greensboro strives to provide appealing, high quality services to youth; adhering to industry standards and best practices, and engaging in collaboration, research, and innovation. All identified services are within current budgetary resources or attainable through grant and sponsorship funding.

**1. Develop and publicize a series of current and potential events and programs designed to engage teens.**

New Offerings:

- Arts and Crafts and Maker Spaces:  
"As seen on Pinterest"
- Bike Repair and Career Info
- Citizen Science Series: Technology, Careers and Inquiry (Outdoor Survival, Marine Biology, Green

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>Building, etc.)</li> <li>▪ Exercise with Zumba Instructor</li> <li>▪ Extended Recreation Center hours</li> <li>▪ SAT Prep/College-Career Prep</li> <li>▪ Girls Spa Day and Career</li> </ul> | <ul style="list-style-type: none"> <li>Information</li> <li>▪ Silent Library Game</li> <li>▪ Informal Talent Shows</li> <li>▪ Back to School Bash/Open Mic Party</li> </ul> |
|---|---|

Existing offerings:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Arts and Cultural Events</li> <li>• Counselors in Training Program</li> <li>• Dance or Concert Event</li> <li>• Free Play Basketball</li> <li>• Magician Workshop</li> <li>• Manga/Anime Club &amp; Comic Con</li> <li>• Money/Budget Games &amp; Simulation</li> <li>• Movies /Book Discussions</li> </ul> | <ul style="list-style-type: none"> <li>• Pen to Film</li> <li>• Pool Parties</li> <li>• Summer Night Lights (SNL) (multiple evening events)</li> <li>• Teen Talk</li> <li>• Video Game Tournaments</li> <li>• Workforce Development Workforce Investment Act program</li> </ul> |
|--|---|

**2. Design multiple avenues to increase awareness for teen offerings.**

- **Increase City communication:** Develop a comprehensive City of Greensboro Youth Services marketing strategy that leverages existing communications avenues, including media relations, web, social media and Greensboro Television Network. Expand communications efforts to include mobile technology that better connects with teens using mobile devices.
- **Promote local grassroots campaign:** Continue to encourage word-of-mouth methods, including street and neighborhood teams and staff-customer conversations. Create partnerships with other youth service providers and houses of worship to message youth offerings.
- **Create a school system communications plan:** Work with City Communications to publicize City youth services through Guilford County schools, charter schools and home schools.

**3. Promote access to existing teen spaces and research new opportunities and current trends.**

- **Research teen spaces:** Review models of teen spaces and locations in other communities, and promote current teen-friendly locations. Investigate usage of available spaces.
- **Investigate transportation opportunities:** Consult with the Greensboro Department of Transportation for ideas about promotions and options regarding teen transportation.
- **Promote current locations:** Continue to offer and promote teen events at City facilities located throughout Greensboro.

**4. Utilize City and community resources to engage teens.**

- **Offer empowerment and decision-making opportunities:** Continue to offer and promote current City resources, including Greensboro Youth Council, Workforce Development Workforce Investment Act program, service learning, volunteerism,

internships, counselors-in-training, and teen-led program planning. Partner with other youth service providers to engage more youth.

- **Create group events:** Continue to offer large broad-scope events, but also smaller special-interest events held at various locations and times, and including multiple topics using teen input for ideas.
- **Promote resources for individuals:** Promote the variety of City spaces and resources available to teens on a self-guided, individual basis, including open-gym athletic facilities, libraries, parks, cultural centers, pools, computer access, free music downloads, online homework help, books, maker-spaces, free DVD rentals, and more.
- **Encourage welcoming and inclusiveness effort:** Encourage a policy of proactive-friendliness to teens at City facilities. Utilize National Conference for Community and Justice (NCCJ) to offer Flash Judgments trainings and City experts and teen volunteers to create additional training and guidelines.
- **Partner for professional services needs:** Some medical, psychological, legal or other needs may fall outside the City's mission and require professional specialists. Continue City participation in "Safe Place", and continue to promote web link (<http://www.greensboro-nc.gov/index.aspx?page=3698> ) to "Youth Services Resource Guide," working with community groups to update information.
- **Collaborate for education and information for parents of teens:** Use libraries and recreation center facilities to offer community-led parent workshops, such as Guilford County Schools Parent Academy, Family Life Council, etc.

**Next steps:** We will continue to refine our summer program offerings with the goal of providing a full listing by May of 2014. Moving past the summer, we will utilize this information in this report, plus a youth master plan national model, to create an internal master plan that holistically addresses the needs of all youth, age birth-18.

The plan will define the City's role in youth development and ensure that we engage all internal and external stakeholders to best serve Greensboro youth. As part of this process, we will assemble a youth services team, comprised of multiple departments, to help develop this internal master plan and develop a broad view of all current offerings. We will continue to partner with the Human Relations Department to ensure cultural sensitivity and inclusion.

JC & TM  
Attachments

cc: Brigitte Blanton, Public Libraries Director  
Wade Walcutt, Interim Parks and Recreation Director  
Donnie Turlington, Communications Manager  
Mary Vigue, Assistant to the City Manager

## Appendix A

### **Community Conversations: Youth Development Initiative Dr. Love Crossling, Director of Human Relations**

The Human Relations Department with the City of Greensboro has been charged with being a participant or facilitator of community conversations focused on youth development. This charge is the result of an incident involving approximately 300 teens downtown on June 29, 2013. Since that time, the Director, Senior Manager, and Supervisor of Human Relations have been present at over a dozen community discussions, some of which were facilitated by grassroots organizers, council members, community organization leaders, and the City of Greensboro. There were two clusters of meetings. The first cluster was organized primarily by the Youth Pastors' Coalition, which was headed by Joseph Frierson from July 5-August 10, 2013. The second cluster was organized by the Human Relations department and facilitated by National Coalition for Community Justice (NCCJ). The following is a list of themes that were either distinct to either cluster or shared across both.

#### Shared Themes:

- Teens are in the margin in Greensboro (small children matter, but teens don't)
- There needs to be a place for teens to "just hang out" without it being rigidly structured. Adult supervision should be present but not apparent (unless they are younger adults).
- Teens need mentors
  - For life transitions
  - Dealing with life challenges
  - Age doesn't matter as much as the ability to relate
- Teens do not know what resources are available if any.
- Face book is no longer the relevant way to communicate to teens.
- Teens like event-based program, but also want consistent activities (see initial report suggestion model of event-message-workshop/workshop-message-event).
- Fun for teens (different from fun for children) requires more money. Teens do not have money.
- Transportation is an issue for some teens.
- Teens are interested in programs that address:
  - College preparation
  - Business and Entrepreneurship
  - Artistic Expression
  - Athletics
  - Technology
  - Gaming (Electronic Gaming)
  - Volunteering and Civic Engagement
  - Social Awareness

#### Cluster One Themes: Youth Pastor Coalition Meetings

- All teens aren't welcomed
  - Don't belong because of race
  - Don't belong because of socioeconomic status

- Nothing happens in the community where I live. You have to go to another part of the city.
- Parents:
  - Those activities are not (socially/culturally relevant) for my child.
  - I do not know about the activities for my teen.
  - I do not have the money and cannot do for one child and not the others.
  - There needs to be parent education
    - About monitoring your teens whereabouts
    - About finding mentors if your teen is unsupervised due to work schedule
    - About the opportunities available to teens if they aren't enrolled in afterschool programs

Cluster Two Themes: NCCJ

- There is no place for diverse groups of teens to mix.
- Teens need to be *welcomed* downtown, not just tolerated.
- Teens are disengaged because they do not have organizations like NCCJ to pull them in and give them a sense of belonging.
- Teens need to feel supported and their voiced need to be heard regularly.
- School is the best means of marketing because teens are there all day.
- Social media is a limited avenue for marketing. Street teams are better:
  - Defined as a group of teens at *each school* who
    - pass out flyers for programs, events, and services
    - are responsible for posting programs, events, and services on twitter
    - possibly get permission to address different groups of students for more personalized invitations to events
  - Rationale: Teens participate in things that *other teens* say are relevant, not adults
- Lack of privilege equals lack of participation
  - Limited access
  - Limited knowledge
  - Limited finances
  - Limited parental support

Human Relations Department  
City of Greensboro



December 19, 2013

**TO:** Chris Wilson, Interim Assistant City Manager  
**FROM:** Love Crossling, Human Relations Department Director  
**SUBJECT:** Human Relations Commissions Complaint Review Committee  
Quarterly Activity Report, July 1 - September 30, 2013

Attached please find statistics for the first quarter 2013 Complaint Review Committee (CRC) activity through the Human Relations Commission.

AH

cc: Allen Hunt, Human Relations Supervisor

Human Relations Commissions  
Complaint Review Committee  
Quarterly Activity Report, July 1 - September 30, 2013

Case Activity

Active Cases: 2

Closed Cases: 4

Cases in Suspense: 1

Allegations Reviewed

2	1.5.9 (A):	Use of Discretion
1	1.5.12:	Duty Responsibility
1	1.5.3 (A):	Truthfulness
1	1.5.25 (A):	Release of Information
4	1.5.13 (A):	Use of Force
3	1.5.34:	Arrest, Search and Seizure
1	1.8.3:	Bias Based Policing
1	1.5.2:	Courtesy

CRC Training

On October 3, 2013, the CRC received training on the following topics:

- Law and Jurisdiction  
Presented by Police Attorney, James Clark
- Article II, Chapter 12, Sec. 12-23 of the Greensboro Code of Ordinances, entitled  
“Duties”
- North Carolina General Statute 143-318.11
- NCGS § 160A-168. “Privacy of employee personnel records”
- Session Law 2001-20
- CRC: Purpose and Structure  
Presented by Allen Hunt, Supervisor, Human Relations Department
- GPD Investigative Process  
Presented by Lt. Michael Terry, Lead Officer, Professional Standards Division
- Complaint Process, Statistical Information, Education and Outreach  
Presented by Allen Hunt, Supervisor, Human Relations Department

CRC Membership Roster

<p>Chantale Wesley-Lamin [Commission Member] (D1) 14 Red Bush Court McLeansville, NC 27301 P: (336) 307-8115 E: chantalew@partnc.org</p>	<p>Rev. Clarence J. Shuford [Chair, Commissioned Member] (D2) 5915 Bluestem Circle Greensboro, NC 27405 P: (336) 272-1301 E: shuford569633@bellsouth.net</p>	<p>Paul Ksieniewicz [Commissioned Member] (D3) 4620 Lawndale Drive, Unit E Greensboro, NC 27455 P: (336) 549-9510 E: pksieniewicz@triad.rr.com</p>
<p>Adam J. Marshall, PA [Commissioned Member] (D4) 100 S. Elm St., Suite 320 Greensboro, NC 27401 P: (336) 691-1044 E: ajmarshall@themarshalllawfirm.com</p>	<p>Dr. Abdel Nuriddin [Non-Commissioned Member] (D5) 4114 Flowering Path Lane Greensboro, NC 27405 P: (336) 856-7564 E: nuriddin@triadbiz.rr.com</p>	<p>Janice Reaves [Commissioned Member] (D1) 845 Ross Avenue Greensboro, NC 27406 P: (336) 274-7426 E: jreaves85@bellsouth.net</p>
<p>Ed Cobbler [Non-Commissioned Member] 8 Gable Stone Lane Jamestown, NC 27282 P: (336) 362-2134 E: elcpi@bellsouth.net</p>	<p>Allen Hunt [Executive Secretary] 300 W. Washington St. PO Box 3136 Greensboro, NC 27402-3136 P: (336) 373-2038 E: allen.hunt@greensboro-nc.gov</p>	

Note: Commissioner Rev. Clarence J. Shuford and Commissioner Attorney Adam Marshall became members of the CRC during the first quarter of 2013.

Online Complaint Form (OCF)

The OCF was collaboratively designed by Allen Hunt of the Human Relations Department with Debby Davis of the Public Affairs Department and April Craddock of the IT Department. The OCF was approved by the CMO and became live on 12/05/13. The OCF allows residents to simultaneously notify the Human Relations Department and GPD of an allegation of police misconduct. The OCF increases residents' accessibility to voice their concerns in a neutral setting that encourages transparency and educates residents on the process of registering a complaint.



# Current Public Records Requests Update December 19, 2013

Date Requested	Requestor	Subject	Status
5/30/2013	Charles Cherry	Pending GPD Lawsuits	Initial documents were provided on 6/14/13. Legal is reviewing remaining documents.
6/10/2013	George Hartzman	Renaissance/Bessemer Shopping Center Emails- 7,973	Documents have been provided to requestor. First batch of emails was made available- 10/7/13- Staff is continuing to review emails.
7/5/2013	Roch Smith	Downtown Video	Available video footage has been identified. Attorney's Office determining publicly releasable records.
7/8/2013	George Hartzman	Video from Center City Park & Festival Park	Staff is reviewing available video footage and determining what is releasable.
7/18/2013	Roch Smith	GPD Database Indexes	Initial documents provided. City IT continuing to review for contractual records.
7/23/2013	Roch Smith	Councilmembers Information Requests	Released initial information; Staff continuing to review this request for available information.
7/24/2013	Roch Smith	Incumbent Candidate Requests	Staff is reviewing this request for available information.
7/24/2013	George Hartzman	Incumbent Candidate Requests	Staff is reviewing this request for available information.
7/24/2013	Billy Jones	Incumbent Candidate Requests	Staff is reviewing this request for available information.
8/5/2013	Mike Carter	Email Correspondence from 8/1/11 to 8/5/13 Emails: 35,931 + 239,652	Batch of emails was provided to requestor on 9/13/13. Staff will review emails as available.
8/21/2013	Mr. Lassiter	Emails: P&R and Developmental Associates from 1-1-12 to 8-18-13 Email: 765	Staff is reviewing emails as available and Legal is coordinating with the requestor. Released batch 10/16/13.
9/24/2013	George Hartzman	Email Search Emails-6,569	Staff is reviewing emails as available.
11/4/2013	Patrick Williams	RFP for Smartphone CRM App	Provided documents to requestor on 11/25/13. Legal is reviewing two remaining documents.
11/18/2013	George Hartzman	Downtown Hotel Incentive Grant Emails: 1,121	Staff is reviewing emails as available.
11/18/2013	George Hartzman	Downtown Hotel Grant Incentive	Staff is collecting the requested information.
11/25/2013	Sal Leone	Emails from Councilmembers regarding Gerbing Emails: 511	Staff is reviewing emails as available.
11/25/2013	Sal Leone	Name Change for Lee Street	Initial information provided- 12/13/13 and will review emails as available.



Date Requested	Requestor	Subject	Status
11/25/2013	Sal Leone	Nussbaum Center	Initial information provided- 12/13/13 and will review emails as available.
11/26/2013	Christopher Brooks	SWAT Team Deployment Logs	Staff is collecting the requested information.
12/2/2013	George Hartzman	GPAC Parking Deck Studies	Initial information provided to requestor- 12/3/13. Staff is collecting the requested information.
12/2/2013	George Hartzman	Elm Street Center, LLC	Staff is continuing to review the request for available information.
12/2/2013	Billy Jones	GPAC Parking Deck Studies	Initial information provided to requestor- 12/3/13. Staff is collecting the requested information.
12/4/2013	George Hartzman	Downtown Hotel-Follow-up Questions	Staff is collecting the requested information.
12/4/2013	Billy Jones	Downtown Hotel-Follow-up Questions	Staff is collecting the requested information.
12/4/2013	Ivan Culter	COG Employee Telephone Numbers	Staff is collecting the requested information.
12/5/2013	George Hartzman	Loans & Incentives (2009-Present)	Staff is collecting the requested information.
12/5/2013	Billy Jones	Loans & Incentives (2009-Present)	Staff is collecting the requested information.
12/5/2013	Ben Briscoe	Housing Loans	Staff is collecting the requested information.
12/9/2013	Roch Smith	GPD Database Index Email Records	Staff is reviewing emails related to this request.
12/10/2013	Eddie Lothridge	Residential Building Permits	Staff is compiling records responsive to this request.
12/11/2013	George Hartzman	GPAC: Binding Contracts	Staff is searching for available records responsive to this request.
12/11/2013	Billy Jones	GPAC: Binding Contracts	Staff is searching for available records responsive to this request.
12/12/2013	George Hartzman	GPAC: Architecture Contract and Cost	Staff is searching for available records responsive to this request.
12/12/2013	Billy Jones	GPAC: Architecture Contract and Cost	Staff is searching for available records responsive to this request.
12/12/2013	Steven Iorio	Environmental Assessment - 3008-3014 Executive Drive, Greensboro	Staff is searching for records responsive to this request.
12/16/2013	Billy Jones	Feasibility Study	Staff is searching for records responsive to this request.
12/16/2013	George Hartzman	Prison Farm, Economic Feasibility Study	Staff is searching for records responsive to this request.
12/16/2013	Billy Jones	Same as G Hartzman - Prison Farm, Feasibility Study	Staff is searching for records responsive to this request.



Date Requested	Requestor	Subject	Status
12/16/2013	Billy Jones	203 S. Elm Street	Staff is searching for records responsive to this request.
12/16/2013	George Hartzman	Commercial Sprinkler Code Violations for 2012 & 2013	Staff is searching for records responsive to this request.
12/17/2013	Sal Leone	Grants, loans and incentives	Staff is searching for records responsive to this request.
12/17/2013	Eric Robert	South Elm Street Redevelopment Area	Staff is searching for records responsive to this request.
12/18/2013	Roch Smith	License Plate Readers by GPD	Staff is searching for records responsive to this request.
12/18/2013	Roch Smith	Database Index/Indexes	Staff is searching for records responsive to this request.
12/18/2013	Nicole LaMonda	Mallard Lake Apt - 2961-2963 Cottage Place	Staff is searching for records responsive to this request.
12/18/2013	Salisha Ali	2905 Cottage Place Assessment	Staff is searching for records responsive to this request.
12/19/2013	Paul Clark	GPAC Information	Staff is searching for records responsive to this request.

<b>Weekly Total: (12/16/13-12/19/13)</b>		
	Number of PIRTS Opened	16
	Number of PIRTS Closed	16
	Average Completion Time	3.67 days
<b>Totals Since January 1, 2013:</b>		
	Number of PIRTS Opened	852
	Number of PIRTS Closed	803
	Average completion time	8.11 day

**Public Affairs**  
**Contact Center Weekly Report**  
**Week of 12/09 – 12/15/13**

**Contact Center**

4204 calls answered this week

**Top 5 calls by area**

**Water Resources**

Balance Inquiry – 906  
IVR/Pay by Phone – 210  
New Sign up – 122  
Cutoff Requests – 119  
General Info – 106

**Field Operations**

Loose Leaf Collection – 97  
Bulk Guidelines – 66  
Mattress Go Round – 46  
Repair Can/Garbage – 37  
No Service/Garbage - 36

**All others**

Police/Watch Operations – 250  
Courts/Sheriff – 63  
HR/Employment – 35  
Privilege License - 34  
Inspections - 26

**Comments**

We received a total of 5 comments this week:

**Field Operations – 5 comments:**

- Caller wants to thank the leaf crew that worked on her street on Friday. She states there is an area at the end of the street that is always left, but this crew cleaned up everything. Caller wants the supervisor to know and thank the crew for doing such a great job.
- Leaves are filling up the gutters. Thinks it is time for Greensboro to ask home owners to clean up their own leaves. Stop offering loose leaf collection because twice every four weeks is not enough and we cannot seem to clean up quick enough. Should fine the residents that are raking the leaves in the street. Residents do not adhere to placing leaves on the curb.
- Customer is not happy with leaf program. Tax payers should get better service. Paid \$125 to landscaper to rake leaves. First round was done by November 21<sup>st</sup>.
- Customer called back to say she was sorry. She thought she had been missed. We came soon after she called and she wanted to pass along a sincere thank you for always doing such a wonderful job.
- Caller wanted to say thank you and job well done to solid waste crews that work in the Sunset Hills area.

**Overall**

Calls about loose leaf collection remained steady last week. Call volume was busy through the end of the week.



2013  
*SMALL GROUP MEETINGS*

Small Group Meeting Dates & Times	Councilmember Attending	Person Contacted / Department	Subject	Council Notification Date
December 18, 2013	Mayor Nancy Vaughan Councilmember Jamal Fox	City Manager Denise Turner Roth	Minority/Women Business Enterprise	December 20, 2013