# NOTES

TO: Honorable Mayor and City Council Members

FROM: Ann E. Wall, City Manager

DATE: January 3, 2018

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

- 1. A memo from Bernita Demery, Director of Financial Services, regarding tax refunds for EMW Properties
- 2. A memo from Gary Fenton, Director of Recreation and Parks, regarding canoe/kayak services at the Town Common
- 3. A memo from Les Everett, Chief Building Inspector, regarding building permits issued during December for new residential and commercial construction
- 4. A monthly report of activities of the Inspections Division for December 2017

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Attachments



# MEMORANDUM

TO: Ann Wall, City Manager

FROM: Bernita Demery, Director of Financial Services

DATE: January 2, 2018

## SUBJECT: EMW Properties Tax Refund

At their December 4<sup>th</sup> meeting, Pitt County Board of Commissioners approved five tax refunds for EMW Properties, which is a company based out of Falls Church, Virginia totaling \$43,543. The company is owned by Eric Williams and his son Matt Williams. The refund was the result of an error made in the 2008 revaluation process that led to an overstatement of the property's value. The law pertaining to tax refunds limits the refund to five years, therefore, Pitt County approved refunds for the tax years 2013-2017. The City's other tax refunds (including these) are on the January 8th City Council meeting agenda under the consent items for approval. The refund amounts per year for EMW Properties are shown below.

Year	<b>Refund Amount</b>
2013	\$ 8,716.98
2014	8,542.64
2015	8,672.88
2016	8,738.76
2017	8,871.74

cc: Michael Cowin, Assistant City Manager

Doc. #1067579



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To: Ann Wall, City Manager
From: Gary Fenton, Director of Recreation and Parks
Date: January 3, 2018
Re: NTC - Canoe/Kayak Services at Town Common

In anticipation of the completion of the accessible canoe/kayak launch at Town Common late this spring, we are preparing a request for proposals (RFP) to secure a contract from one or more vendors for the delivery of kayak/canoe/paddleboard rental services there at the park. We will also expect rentals of related equipment such as paddles, life vests, protective gear, etc.

Bicycle and bike helmet rentals are also a possibility, since the park provides greenway accessibility.

We envision such services being offered on "weather appropriate" afternoons and weekends throughout the warmer months, and perhaps even by request at other times. We are also asking any vendors who might be currently - "unofficially" - providing such services at Town Common to cease such operations until the RFP process is completed.

Please let me know if there are any questions.

cc: Michael Cowin, Assistant City Manager

#### Memorandum

To: Ann Wall, City Manager

From: Les Everett, Chief Building Inspector

Date: January 2, 2018

Subject: New Building Permit Report

The following is a list of Building Permits issued for NEW Residential and Commercial construction during the month of December, 2017.

Builder	Address	Туре	Cost
Farrior And Sons, Inc.	975 Woodridge Park Rd	Commercial/business (new)	1,496,000
Elks, A Construction	1656 Cambria Dr A	Duplex Townhome	255,900
Elks, A Construction	1656 Cambria Dr B	Duplex Townhome	0
Spain Builders, Lip	4104 Dixie Ct A	Duplex Townhome	140,000
Spain Builders, Llp	4104 Dixie Ct B	Duplex Townhome	0
Spain Builders, Llp	2225 Chavis Dr A	Duplex Townhome	236,250
Spain Builders, Llp	2225 Chavis Dr B	Duplex Townhome	0
Spain Builders, Llp	2301 Chavis Dr A	Duplex Townhome	236,250
Spain Builders, Lip	2301 Chavis Dr B	Duplex Townhome	0
Spain Builders, Llp	2918 Lee Ct A	Duplex	182,100
Spain Builders, Llp	2918 Lee Ct B	Duplex	0
Clark, Bill Homes Of	1808 Fox Den Wy 1	Multi-family Townhome	1,012,080
Clark, Bill Homes Of	1808 Fox Den Wy 2	Multi-family Townhome	0
Clark, Bill Homes Of	1808 Fox Den Wy 3	Multi-family Townhome	0
Clark, Bill Homes Of	1808 Fox Den Wy 4	Multi-family Townhome	0
Clark, Bill Homes Of	1808 Fox Den Wy 5	Multi-family Townhome	0
Clark, Bill Homes Of	1808 Fox Den Wy 6	Multi-family Townhome	0
Clark, Bill Homes Of	2624 Rhinestone Dr	Single Family Residential (new)	163,425
Clark, Bill Homes Of	608 Arbor Dr	Single Family Residential (new)	174,975
Clark, Bill Homes Of	520 Becky Anne Dr	Single Family Residential (new)	207,450
Clark, Bill Homes Of	3609 Live Oak Ln	Single Family Residential (new)	175,875
Clark, Bill Homes Of	709 Arbor Dr	Single Family Residential (new)	187,725
Clark, Bill Homes Of	3201 Rounding Bend Rd	Single Family Residential (new)	266,175
Clark, Bill Homes Of	2612 Rhinestone Dr	Single Family Residential (new)	200,025
Clark, Bill Homes Of	1612 Stone Wood Dr	Single Family Residential (new)	165,075
Clark, Bill Homes Of	104 Rendall Ct	Single Family Residential (new)	199,950
Davis Builders	2140 Tulls Cove Rd	Single Family Residential (new)	160,000
First Colony Construction Co	3501 Craftsman Ln	Single Family Residential (new)	247,200
Home Builders & Supply Compan	1205 Fellowes Ct	Single Family Residential (new)	159,375
Home Builders & Supply Compan	1201 Fellowes Ct	Single Family Residential (new)	183,000

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Kuhn Homes,llc, Will	3413 Sagewood Ct	Single Family Residential (new)	103,800
Kuhn Homes,Ilc, Will	3417 Sagewood Ct	Single Family Residential (new)	119,625
Kuhn Homes,ilc, Will	3421 Sagewood Ct	Single Family Residential (new)	103,800
Kuhn Homes,lic, Will	3425 Sagewood Ct	Single Family Residential (new)	119,625
Kuhn Homes, Ilc, Will	3429 Sagewood Ct	Single Family Residential (new)	119,625
Kuhn Homes,llc, Will	2604 Sawgrass Dr	Single Family Residential (new)	119,625
Roberson Builders, Llc	921 Megan Dr	Single Family Residential (new)	217,725
Tipton Builders, Inc.(gen)	3131 Mclaren Ln	Single Family Residential (new)	252,375
Wallace Construction Co, Dill	169 Blackwater Dr	Single Family Residential (new)	214,125
Wallace Construction Co, Dill	133 Blackwater Dr	Single Family Residential (new)	235,000
Wjh, Lic	969 Ellery Dr	Single Family Residential (new)	106,275
Wjh, Llc	973 Ellery Dr	Single Family Residential (new)	117,450
Wjh, Llc	977 Ellery Dr	Single Family Residential (new)	125,400
Wjh, Llc	1013 Ellery Dr	Single Family Residential (new)	, 131,100
Wjh, Lic	1009 Ellery Dr	Single Family Residential (new)	92,250
Wjh, Llc	1005 Ellery Dr	Single Family Residential (new)	131,100
Wjh, Lic	1017 Ellery Dr	Single Family Residential (new)	167,550
Wjh, Llc	1021 Ellery Dr	Single Family Residential (new)	150,000
Wjh, Lic	1001 Ellery Dr	Single Family Residential (new)	138,075
Wjh, Llc	1025 Ellery Dr	Single Family Residential (new)	138,075
Wjh, Llc	1033 Ellery Dr	Single Family Residential (new)	125,400
Wjh, Lic	1037 Ellery Dr	Single Family Residential (new)	145,800
	Total		9,222,630

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#### (Previous year and month comparison of new construction)

#### 2017-2018

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July July 15 Permits 2,702,205 6,930,800 Residence: 32 Permits Residence: 4,870,745 12 Permits Duplex T: 2 Permits 255,000 Multi-Family: (12 Bldgs/136 Units) Multi-Family: 21 Permits 1,562,400 Business: 1 Permit 400,000 (3 Bldgs/21 Units) 7,972,950 28 Permits 2 Permits 484,411 Total: Business: 9,232,611 57 Permits Total: August August 2,054,450 5,447,950 Residence: 9 Permits Residence: 26 Permits 12 Permits 1,429,800 14 Permits 1,897,200 Duplex T: 🕐 Duplex T: (6 Bldgs/12 Units) (7 Bldgs/14 Units) 8,695,680 4 Permits Multi-Family: 5 Permits 42,195,680 Multi-Family: (4 Bldgs 96 Units) (5 Bldgs/188 Units) Business: 3 Permits 4,150,000 Business: 3 Permits 6,292,000 28 Permits 18,471,930 Total: 53,690,830 Total: 48 Permits

2016-2017

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Residence:       22 Permits       4,215,037       Residence:       10 Permits       2,839,500         Duplex T:       6 Permits       1,550,500       Duplex T:       4 Permits       525,000         (3 Bldgs/6 Units)       1 Permit       564,000       Shell:       1 Permit       600,000         Business:       2 Permits       3,109,600       Shell:       1 Permit       600,000         Business:       2 Permits       9,439,137       Total:       16 Permits       4,870,150         October       October       October       Residence:       17 Permits       3,423,225         Nourables:       2 Permits       2,752,175       MF Townhomes:       2 Permits       3,420,000         Shell:       1 Permit       557,769       Sublags/20 Units)       Sublags/20 Units)       Sublags/20 Units)         Business:       2 Permits       10,623,344       November       November         Residence:       21 Permits       4,622,475       Residence:       15 Permits       2,856,000         Business:       2 Permits       7,149,757       Multi-Pamily:       4 Permits       4,758,000         (1 Bldg/10 Units)       10 Permits       7,149,757       Business:       2 Permits       1,465,000	September			September
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Residence:       21 Permits       4,622,475       Residence:       15 Permits       2,856,000         Duplex T:       6 Permits       702,000       Duplex T:       6 Permits       688,500         (3 Bldgs/6 Units)       MF Townhomes:       10 Permits       725,000       Multi-Family:       4 Permits       4,758,000         (1 Bldg/10 Units)       2 Permits       1,100,282       Business:       2 Permits       675,000         Susiness:       2 Permits       7,149,757       Shell:       1 Permit       2,165,000         December       2       Permits       5,664,050       Residence:       21 Permits       11,142,500         December       December       2       Permits       12,100       11,142,500         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       0uplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         Duplex:       2 Permits       1,012,080       Business:       2 Permits       10,444,257         MF Townhomes:       6 Permits       1,012,080       Business:       2 Permits       34,693,843         Business:       1 Permit       1,496,000       3		Permits		· .
Residence:       21 Permits       4,622,475       Residence:       15 Permits       2,856,000         Duplex T:       6 Permits       702,000       Duplex T:       6 Permits       688,500         (3 Bldgs/6 Units)       MF Townhomes:       10 Permits       725,000       Multi-Family:       4 Permits       4,758,000         (1 Bldg/10 Units)       2 Permits       1,100,282       Business:       2 Permits       675,000         Susiness:       2 Permits       7,149,757       Shell:       1 Permit       2,165,000         December       2       Permits       5,664,050       Residence:       21 Permits       11,142,500         December       December       2       Permits       12,100       11,142,500         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       0uplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         Duplex:       2 Permits       1,012,080       Business:       2 Permits       10,444,257         MF Townhomes:       6 Permits       1,012,080       Business:       2 Permits       34,693,843         Business:       1 Permit       1,496,000       3				
Nesidence:       21 Permits       702,000         Duplex T:       6 Permits       702,000         (3 Bldgs/6 Units)       0       (3 Bldgs/6 Units)         MF Townhomes:       10 Permits       725,000         (1 Bldg/10 Units)       1,100,282         Business:       2 Permits       1,100,282         Business:       2 Permits       7,149,757         December       39 Permits       7,149,757         December       December       28 Permits         Residence:       35 Permits       5,664,050         Duplex T:       8 Permits       868,400         (4 Bldgs/8 Units)       0         Duplex:       2 Permits       182,100         (1 Bldg/2 Units)       1,012,080         MF Townhomes:       6 Permits       1,012,080         Miti-Family:       2 Permits       18,311,136         (1 Bldg/6 Units)       1 Permit       1,496,000	November			November
13 Bldgs/6 Units)       10 Permits       725,000       (3 Bldgs/6 Units)         MF Townhomes:       10 Permits       725,000       Multi-Family:       4 Permits       4,758,000         (1 Bldg/10 Units)       Business:       2 Permits       1,100,282       Business:       2 Permits       675,000         Total:       39 Permits       7,149,757       Shell:       1 Permit       2,165,000         December       December       December       December       11,142,500         Residence:       35 Permits       5,664,050       Residence:       21 Permits       4,637,650         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       01 Bldgs/6 Units)       Multi-Family:       2 Permits       18,311,136         Duplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         (1 Bldg/6 Units)       01       Business:       2 Permits       1,012,080       Business:       2 Permits       10,444,257         Total:       31 Permits       34,693,843	Residence: 21	Permits	4,622,475	
(3 Bldgs/6 Units)       (3 Bldgs/6 Units)         MF Townhomes: 10 Permits       725,000         (1 Bldg/10 Units)       Multi-Family: 4 Permits       4,758,000         Business: 2 Permits       1,100,282         Total: 39 Permits       7,149,757         December       Besidence: 35 Permits       5,664,050         Duplex T: 8 Permits       868,400         (4 Bldgs/8 Units)       Duplex T: 6 Permits       1,300,800         (3 Bldgs/6 Units)       (3 Bldgs/6 Units)         Duplex: 2 Permits       182,100       Multi-Family: 2 Permits         MF Townhomes: 6 Permits       1,012,080       Business: 2 Permits       18,311,136         (1 Bldg/6 Units)       1,012,080       Business: 2 Permits       10,444,257         Total:       31 Permits       34,693,843	Duplex T: 6	Permits	702,000	
Image: Second system in the formation of th				
Business:       2 Permits       1,100,282       Business:       2 Permits       675,000         Total:       39 Permits       7,149,757       Business:       2 Permits       675,000         December       35 Permits       7,149,757       Shell:       1 Permit       2,165,000         December       December       December       December       11,142,500         Residence:       35 Permits       5,664,050       Residence:       21 Permits       4,637,650         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       0       3 Bldgs/6 Units)       Multi-Family:       2 Permits       18,311,136         Duplex:       2 Permits       1,012,080       Business:       2 Permits       10,444,257         MF Townhomes:       6 Permits       1,496,000       31 Permits       34,693,843	MF Townhomes: 10	Permits	725,000	
Dasiness:       2 Formits       2/200/201         Total:       39 Permits       7,149,757       Shell:       1 Permit       2,165,000         December       December       December       December       11,142,500         Residence:       35 Permits       5,664,050       Residence:       21 Permits       4,637,650         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       0       3 Bldgs/6 Units)       18,311,136         Duplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         (1 Bldg/2 Units)       6 Permits       1,012,080       Business:       2 Permits       10,444,257         Mstiness:       1 Permit       1,496,000       31 Permits       34,693,843	(1 Bldg/10 Units)			
December       Total:       28 Permits       11,142,500         December       December       December       December         Residence:       35 Permits       5,664,050       Residence:       21 Permits       4,637,650         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       (3 Bldgs/6 Units)       0(3 Bldgs/6 Units)       18,311,136         Duplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         (1 Bldg/2 Units)       1,012,080       Business:       2 Permits       10,444,257         MF Townhomes:       6 Permits       1,496,000       31 Permits       34,693,843	Business: 2	Permits		
December         December           Residence:         35 Permits         5,664,050         Residence:         21 Permits         4,637,650           Duplex T:         8 Permits         868,400         Duplex T:         6 Permits         1,300,800           (4 Bldgs/8 Units)         (3 Bldgs/6 Units)         (3 Bldgs/6 Units)         18,311,136           Duplex:         2 Permits         182,100         Multi-Family:         2 Permits         18,311,136           (1 Bldg/2 Units)         1,012,080         Business:         2 Permits         10,444,257           MF Townhomes:         6 Permits         1,012,080         Business:         2 Permits         34,693,843           Business:         1 Permit         1,496,000         31 Permits         34,693,843	Total: 39	Permits	7,149,757	
Residence:       35 Permits       5,664,050       Residence:       21 Permits       4,637,650         Duplex T:       8 Permits       868,400       Duplex T:       6 Permits       1,300,800         (4 Bldgs/8 Units)       (3 Bldgs/6 Units)       (3 Bldgs/6 Units)       18,311,136         Duplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         (1 Bldg/2 Units)       6 Permits       1,012,080       Business:       2 Permits       10,444,257         MF Townhomes:       6 Permits       1,496,000       Total:       31 Permits       34,693,843				
Note of the sector of the s	December			December
Note of the sector of the s				
(4 Bldgs/8 Units)       (3 Bldgs/6 Units)         Duplex:       2 Permits       182,100         (1 Bldg/2 Units)       (2 Bldgs/29 Units)         MF Townhomes:       6 Permits       1,012,080         Business:       1 Permit       1,496,000				
Duplex:       2 Permits       182,100       Multi-Family:       2 Permits       18,311,136         (1 Bldg/2 Units)       (2 Bldgs/29 Units)       (2 Bldgs/29 Units)       (2 Bldgs/29 Units)         MF Townhomes:       6 Permits       1,012,080       Business:       2 Permits       10,444,257         (1 Bldg/6 Units)       Total:       31 Permits       34,693,843         Business:       1 Permit       1,496,000		Permits	868,400	
(1 Bldg/2 Units)       (2 Bldgs/29 Units)         (1 Bldg/2 Units)       (2 Bldgs/29 Units)         MF Townhomes:       6 Permits       1,012,080         Business:       1 Permit       1,496,000				
MF Townhomes:         6 Permits         1,012,080         Business:         2 Permits         10,444,257           (1 Bldg/6 Units)         Total:         31 Permits         34,693,843           Business:         1 Permit         1,496,000		Permits	182,100	
(1 Bldg/6 Units) Total: 31 Permits 34,693,843 Business: 1 Permit 1,496,000			_	
Business: 1 Permit 1,496,000		Permits	1,012,080	
				Total: 31 Permits 34,693,843
Total: 52 Permits 9,222,630				
	Total: 52	Permits	9,222,630	

F/Y Total: 275 Permits 102,358,309 F/Y Total: 170 Permits 85,940,118

Cc: Ann Wall, City Manager Doc: 1067600

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### Community Development Department / Inspections Divisio City of Greenville Dec-17

The following is a monthly breakdown of activities of this Division as related to construction within our jurisdiction

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B. 11-11	December		
Building Permits	# of Permits	-	Value
lesidence	35	\$	5,664,050.00
Residence Addition	2	\$	23,500.00
Residence Alteration	· 6	\$	84,100.00
Duplex Townhomes	6	\$	868,400.00
Duplex Alteration	0	\$	<u> </u>
Duplex Additions	0	\$	
Multi-Femily	0	\$	<u> </u>
Auiti-Family Townhomes	6	\$	1,012,080.00
Nulti-Family Additions	0	\$	-
Multi-Family Alterations	3	\$	55,221.00
Business	1	\$	1,498,000.00
Cell Tower & Foundation	0.	\$	
Shell	<b>о</b>	\$	
Duplex	2	\$	182,100.00
HoteVMotel	0	\$	-
Educational	0	\$	
Business Additions	1	\$	20,000.00
Business Alterations	10	\$	1,401,580.00
Churches	0	\$	<u>+</u>
Church Addition	0	\$	
Church Alterations	0	\$	· _
Clubhouse	0	5	
Swimming Pool	0	ŝ	
Storage/Accessory	1	5	10,000.00
Garage/Carport	0	5	
Storege Additions	0	5	
Storage Alterations	1	\$	24,000.00
Garage Additions	0	ŝ	-
Garage Alterations	0	3	
Retaining Wall	7 0	\$	
Foundation	Q	s	
Signa	25	\$	129,845.00
Roofing	4	5	1,111,925.00
Family Care	0	<u> *</u>	n/a
Change of Occupancy	0		n/a
Day Care	0		n/a
Temo. Utilities	36		r/a
Mobile Homes	3		n/a
Sefety Review	37	l	n/a
Driveway	41	<u>+</u>	r/a
Land Disturbance	41	<del> </del>	n/a
Demolition		┢┷╼╼	r/a
Tents	0	<u> </u>	
		<b> </b>	<u></u> 0/0
Totel for Month		<del> </del>	40.000.004.00
Total for Month	267	\$	12,082,801.00
Total Makes Many Denote with-	for month	5	to date
Total Value New Construction	\$ 9,222,630.00		102,358,309.00
Total Alterations	\$ 2,660,171.00	5	39,875,592.00
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	MARCH WEEK ST	
Building Permits	\$ 267.00	1427
Mechanical Permits	140	1149
Plumbing Permits	34	362
Electrical Permits	- 168	1299
Total Permits	609	4237
Building inspections	433	2860
Plumbing inspections	246	1637
Mech, Inspections	295	2074
Elect, Inspections	377	2560
Fire Inspections	2	.19
Stop Work Orders	1	6
Condemnations	1	2
ABC Lie. Insp	0	18
Total inspections	1355	9176
Commerciel Plan Reviews	15	120
Residential Rian Reviews	40	254
Sign Plan Raviews	16	105
Site Plan Reviews	5	45
BOA Reviews	3	12
Tumover	\$ 72,901.50	\$ B12,163.2

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Respectfully Submitted

60 Les Everett

Chielf Building Inspector

co: Ann Wall, City Manager