

# 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

mc

Attachments





*Find yourself in good company*

## MEMORANDUM

**TO:** Ann Wall, City Manager

**FROM:** Bernita Demery, Director of Financial Services *BD*

**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	Refund Amount
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

# Memo

**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

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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	Type	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, Llp	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, Llp	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

Kuhn Homes, llc, Will	3413 Sagewood Ct	Single Family Residential (new)	103,800
Kuhn Homes, llc, Will	3417 Sagewood Ct	Single Family Residential (new)	119,625
Kuhn Homes, llc, Will	3421 Sagewood Ct	Single Family Residential (new)	103,800
Kuhn Homes, llc, Will	3425 Sagewood Ct	Single Family Residential (new)	119,625
Kuhn Homes, llc, 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, Llc	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, Llc	1009 Ellery Dr	Single Family Residential (new)	92,250
Wjh, Llc	1005 Ellery Dr	Single Family Residential (new)	131,100
Wjh, Llc	1017 Ellery Dr	Single Family Residential (new)	167,550
Wjh, Llc	1021 Ellery Dr	Single Family Residential (new)	150,000
Wjh, Llc	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, Llc	1037 Ellery Dr	Single Family Residential (new)	145,800
	Total		9,222,630

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

2017-2018July

Residence:	32 Permits	6,930,800
Duplex T:	2 Permits	255,000
Multi-Family:	21 Permits	1,562,400
(3 Bldgs/21 Units)		
Business:	2 Permits	484,411
Total:	57 Permits	9,232,611

August

Residence:	26 Permits	5,447,950
Duplex T:	14 Permits	1,897,200
(7 Bldgs/14 Units)		
Multi-Family:	5 Permits	42,195,680
(5 Bldgs/188 Units)		
Business:	3 Permits	4,150,000
Total:	48 Permits	53,690,830

2016-2017July

Residence:	15 Permits	2,702,205
Multi-Family:	12 Permits	4,870,745
(12 Bldgs/136 Units)		
Business:	1 Permit	400,000
Total:	28 Permits	7,972,950

August

Residence:	9 Permits	2,054,450
Duplex T:	12 Permits	1,429,800
(6 Bldgs/12 Units)		
Multi-Family:	4 Permits	8,695,680
(4 Bldgs 96 Units)		
Business:	3 Permits	6,292,000
Total:	28 Permits	18,471,930

September

Residence:	22 Permits	4,215,037
Duplex T:	6 Permits	1,550,500
(3 Bldgs/6 Units)		
Shell:	1 Permit	564,000
Business:	2 Permits	3,109,600
Total:	31 Permits	9,439,137

October

Residence:	24 Permits	5,518,400
Duplex T:	20 Permits	2,752,175
(10 Bldgs/20 Units)		
Business:	2 Permits	545,000
Shell:	1 Permit	557,769
Church:	1 Permit	4,250,000
Total:	48 Permits	13,623,344

November

Residence:	21 Permits	4,622,475
Duplex T:	6 Permits	702,000
(3 Bldgs/6 Units)		
MF Townhomes:	10 Permits	725,000
(1 Bldg/10 Units)		
Business:	2 Permits	1,100,282
Total:	39 Permits	7,149,757

December

Residence:	35 Permits	5,664,050
Duplex T:	8 Permits	868,400
(4 Bldgs/8 Units)		
Duplex:	2 Permits	182,100
(1 Bldg/2 Units)		
MF Townhomes:	6 Permits	1,012,080
(1 Bldg/6 Units)		
Business:	1 Permit	1,496,000
Total:	52 Permits	9,222,630

F/Y Total: 275 Permits 102,358,309

Cc: Ann Wall, City Manager  
Doc: 1067600

September

Residence:	10 Permits	2,839,500
Duplex T:	4 Permits	525,000
(2 Bldgs/4 Units)		
Shell:	1 Permit	600,000
Business:	1 Permit	905,650
Total:	16 Permits	4,870,150

October

Residence:	17 Permits	3,423,225
MF Townhomes:	20 Permits	1,945,520
(3 Bldgs/20 Units)		
Business:	2 Permits	3,420,000
Total:	39 Permits	8,788,745

November

Residence:	15 Permits	2,856,000
Duplex T:	6 Permits	688,500
(3 Bldgs/6 Units)		
Multi-Family:	4 Permits	4,758,000
(4 Bldgs/78 Units)		
Business:	2 Permits	675,000
Shell:	1 Permit	2,165,000
Total:	28 Permits	11,142,500


December

Residence:	21 Permits	4,637,650
Duplex T:	6 Permits	1,300,800
(3 Bldgs/6 Units)		
Multi-Family:	2 Permits	18,311,136
(2 Bldgs/29 Units)		
Business:	2 Permits	10,444,257
Total:	31 Permits	34,693,843

F/Y Total: 170 Permits 85,940,118

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

<b>Building Permits</b>	<b>\$ 267.00</b>	<b>1427</b>
<b>Mechanical Permits</b>	<b>140</b>	<b>1149</b>
<b>Plumbing Permits</b>	<b>34</b>	<b>382</b>
<b>Electrical Permits</b>	<b>169</b>	<b>1299</b>
<b>Total Permits</b>	<b>609</b>	<b>4237</b>
<b>Building Inspections</b>	<b>433</b>	<b>2860</b>
<b>Plumbing Inspections</b>	<b>246</b>	<b>1637</b>
<b>Mech. Inspections</b>	<b>295</b>	<b>2074</b>
<b>Elect. Inspections</b>	<b>377</b>	<b>2560</b>
<b>Fire Inspections</b>	<b>2</b>	<b>19</b>
<b>Stop Work Orders</b>	<b>1</b>	<b>6</b>
<b>Condemnations</b>	<b>1</b>	<b>2</b>
<b>ABC Lic. Insp</b>	<b>0</b>	<b>18</b>
<b>Total Inspections</b>	<b>1355</b>	<b>9176</b>
<b>Commercial Plan Reviews</b>	<b>15</b>	<b>120</b>
<b>Residential Plan Reviews</b>	<b>40</b>	<b>254</b>
<b>Sign Plan Reviews</b>	<b>16</b>	<b>109</b>
<b>Site Plan Reviews</b>	<b>5</b>	<b>45</b>
<b>BOA Reviews</b>	<b>3</b>	<b>12</b>
<b>Turnover</b>	<b>\$ 72,901.50</b>	<b>\$ 812,163.28</b>

Respectfully Submitted,  
  
Les Everett  
Chief Building Inspector

cc: Ann Wall, City Manager