

# NOTES

TO: Honorable Mayor and City Council Members  
FROM: Ann E. Walk, City Manager  
DATE: September 16, 2020  
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Don Octigan, Assistant Director of Recreation and Parks, regarding improvements to the Town Common
2. A memo from Heather White, Recreation and Parks Outreach Coordinator, regarding Trillium Health Resources Donation at the Town Common
3. A memo from Mark Holtzman, Chief of Police, regarding 2020 National Night Out virtual event on October 6, 2020
4. Chart outlining building permits issued during August for new residential and commercial construction
5. Monthly report from Inspections Division for August

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Attachments

# Memo

**To:** Ann Wall, City Manager  
**From:** Don Octigan, Assistant Director of Recreation and Parks *DO*  
**Date:** September 16, 2020  
**Re:** Town Common Improvements

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Various improvements are underway on the east end of Town Common and will be completed in October. An outline of improvements are listed below:

- The City's Engineering Department is leading the efforts to improve the Town Common parking lot. This project, which is part of the overall Town Creek Culvert replacement, will resurface the lot from 1<sup>st</sup> street to the boat ramp. The walkways leading to the pedestrian bridge and the gravel lot near 1<sup>st</sup> street will also be paved. The new striping design of the lot will include designated parking near the river for a potential water sports vendor in the future. The resurfacing is expected to begin Monday, September 21<sup>st</sup>, weather permitting, and the parking lot will be closed until the project is complete.



- Recreation and Parks staff will also be performing the following improvements to the area between 1<sup>st</sup> street and the Tar River:

- The pedestrian bridge connecting the Greenway to Town Common has gone through a transformation the last several month. The updates include new paint, installation of lights, expansion of the walkway, and concrete poured from end to end to replace wooden boards. The project, which will create a great venue for future event, is scheduled to be complete by mid-October.
- The underbrush between the pedestrian bridge and the river will be thinned out to create dynamic views of the river.
- An additional sidewalk will be installed near the kayak launch to increase accessibility. Sod will also be added to help with the issues related to river flooding in the area.



These projects will enhance the east end of Town Common and compliment the great amenities already within the park including the Sycamore Hill Gateway Plaza as well as the inclusive playground. The pedestrian bridge will be a great site for future City sponsored and private events. Staff is in the process of planning some events on the east end that include the use of the pedestrian bridge for the month of October.

As the projects are complete, Recreation and Parks will share these with the community via social media.

CC: Michael Cowin – Assistant City Manager  
Gary Fenton - Director of Recreation & Parks  
Lisa Kirby – Director of Engineering

# Memo

**To:** Ann Wall, City Manager  
**From:** Heather White, Recreation and Parks Outreach Coordinator  
**Date:** September 16, 2020  
**Re:** Trillium Health Resources Donation at Town Common

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Trillium Health Resources, financial donor for the development of the Town Common inclusive playground, secured funding to provide three hand sanitizing stations for Recreation and Parks to install within the playground area at Town Common. The donation includes a steel lock box, a sanitizing dispenser, and a year's supply of sanitizing liquid.

The stations will help provide a safe environment for the thousands of citizens who visit the playground at Town Common annually. As Recreation and Parks staff continue to encourage park visitors to follow the three W's (Wear, Wait, Wash) as recommended by the North Carolina Department of Health and Human Services, the hand sanitizers will provide an additional measure of safety.

Included with this memo is a flyer that provides detail as to the sanitizer lockbox that will be placed in the park. Information will be provided from Trillium about hand sanitizer re-orders once the year's supply has been depleted so that we can continue to provide the service in the future.

Trillium will notify the Recreation and Parks Department upon delivery of the hardware and installation will follow. The installation will be shared on the Department's social media page as well as the City's when complete. Let me know if there any questions.

**CC:** Michael Cowin – Assistant City Manager  
Gary Fenton - Director of Recreation & Parks  
Don Octigan – Assistant Director of Recreation & Parks



# Hand Sanitizer NoTouch Lockbox Only



This hand sanitizer enclosure provides a touchless experience for users. It holds up to 1400ml of hand sanitizer. It's a durable 14-gauge locking steel case with keys. Includes mounting post for in-ground installation. Usage instructions are printed on the front in English and Spanish. NOTE: Hand sanitizer dispenser and liquid not included.

## Features and Benefits:

- Durable steel, locking enclosure for hand sanitizer
- Designed for touchless hand sanitizer dispensers
- Available in all of our standard powder coat paint finishes

Model: S9903I

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](http://gametime.com/warranty) for full warranty information



Designing world-class playgrounds since 1979



Certified Installer Network - GameTime trained for GameTime playgrounds.




Complies with ASTM standards before it leaves the factory.



POLICE DEPARTMENT

# Memorandum

**To:** Ann Wall, City Manager  
**From:** Mark Holtzman, Chief of Police   
**Date:** September 16, 2020  
**Subject:** 2020 National Night Out

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As with everything else this year, COVID-19 has affected the typical plans for National Night Out (NNO). As you are aware, millions across America typically celebrate NNO in August each year; however, nationally, the event was postponed to October. While this annual community-building event may have been slightly delayed, I am pleased to share with you that plans are in place to *virtually* celebrate NNO on October 6, 2020.

This year, to adhere to the Governor's orders for large gatherings and accommodate with social distancing requirements, the Greenville Police Department (GPD) will prepare a 45-60 minute pre-recorded program to broadcast on Facebook Live. The "live" broadcast will run on the evening of October 6, at 6:00 p.m. and be available to view later through a link on our website.

A few of the planned "events" include GPD's own Officer Antonio Webb singing for everyone, along with updates from Cops and Barbers and PAL, to highlight their efforts to continue community outreach as they touch the lives of many in our surrounding neighborhoods.

You may also remember at last year's NNO event, GPD Officer Wines met Josiah, a young boy who was afraid of the police until his grandmother took him to the NNO event where they met Officer Wines. Since then, the two have developed a unique and lasting relationship and we hope to get an update from them to highlight. "Visits" from the Mayor and City Council members may also be a part of the program.

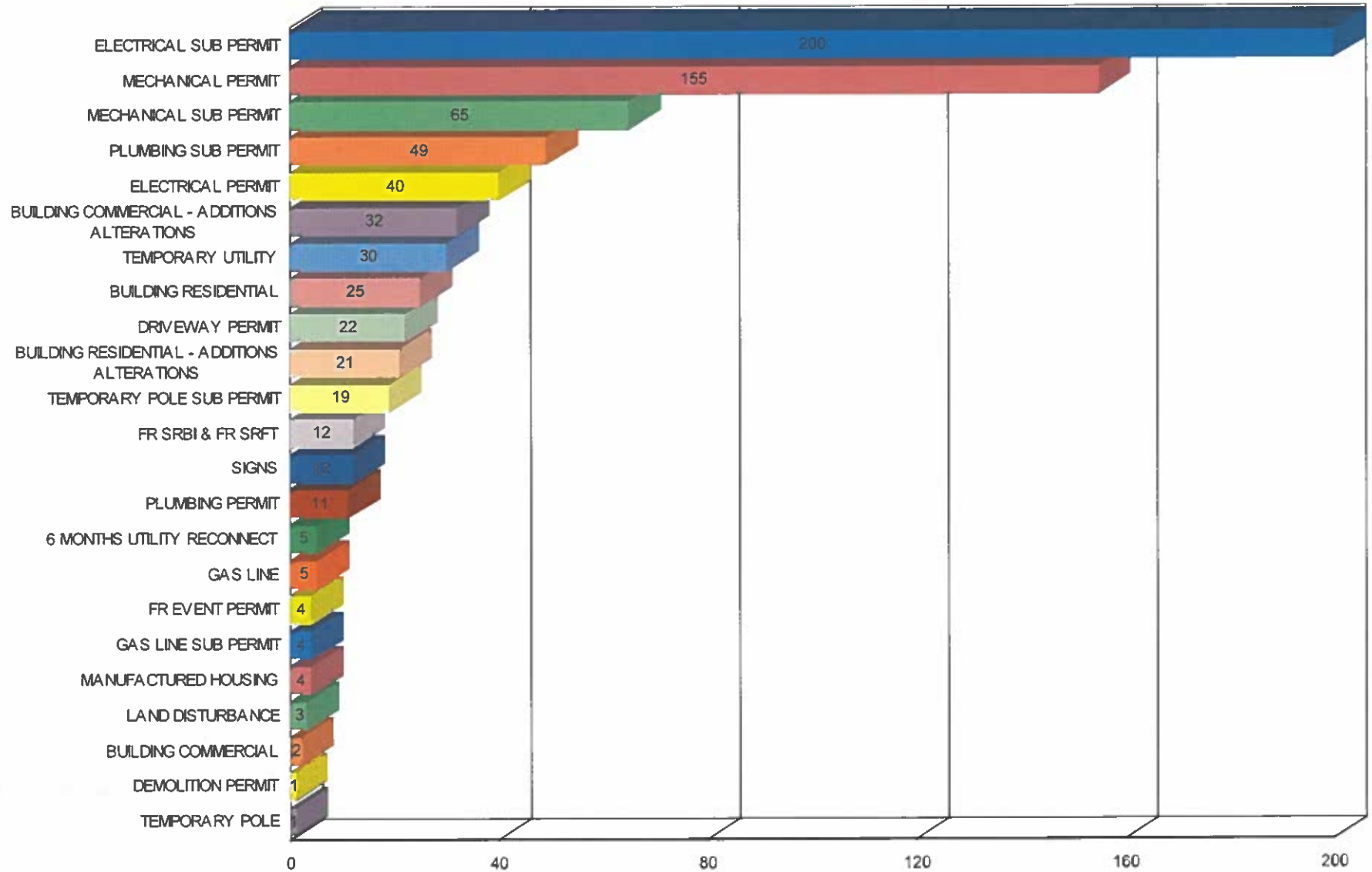
One regular aspect of NNO can remain the same - during the hours of 6:00p – 9:00p on the night of the event, we will ask citizens to turn on their porch lights as a sign of community awareness and camaraderie. We look forward to celebrating and "finding ourselves in good *virtual* company" with our many friends and neighbors during this year's NNO event.

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***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.*

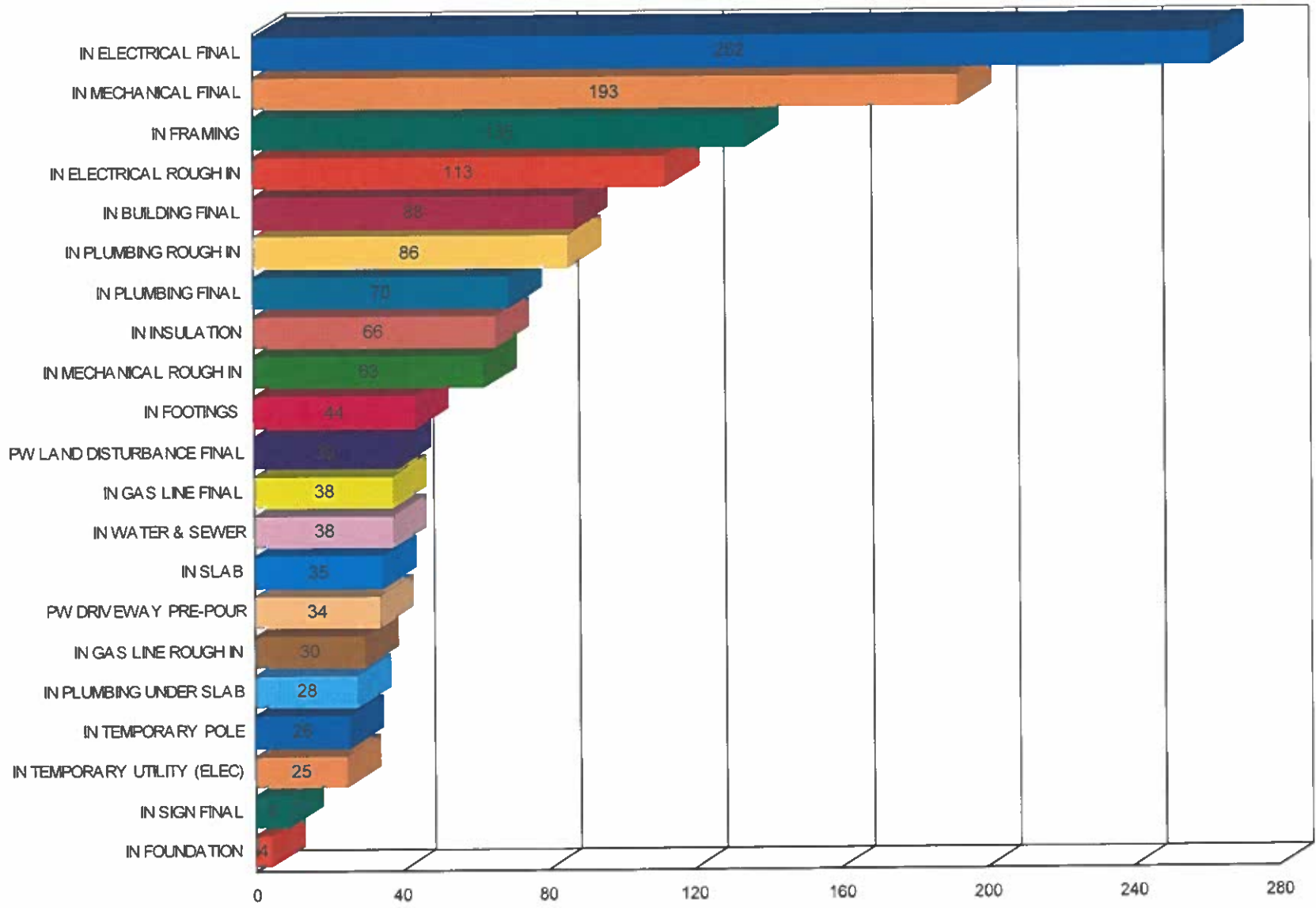
PERMITS ISSUED BY TYPE (08/01/2020 TO 08/31/2020)
   
 FOR GREENVILLE, NC





Find yourself in good company®

# COMPLETED INSPECTIONS BY ACTUAL START DATE BY INSPECTION TYPE (08/01/2020 TO 08/31/2020) FOR GREENVILLE, NC





**PERMITS ISSUED BY PERMIT TYPE (08/01/2020 TO 08/31/2020)**

**Selected Permit Type: Building Commercial, Building Commercial - Additions Alterations, Building Residential, Building Residential - Additions Alterations**

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
Building Commercial	BLD-COM-2020-0123	Commercial	08/13/2020	600 Greenville Bv Se F Greenville, NC 27858	P. West Company, Inc. DBA Custom Building Company		2,505,300.00
	BLD-COM-2020-0121	Commercial	08/17/2020	1717 5Th St W Greenville, NC 27834	TSC Construction		10,500.00
<b>TOTAL VALUATION FOR BUILDING COMMERCIAL:</b>							<b>2,515,800.00</b>
<b>TOTAL PERMITS FOR BUILDING COMMERCIAL:</b>							<b>2</b>
Building Commercial - Additions Alterations	BLD-AAC-2020-0220	Commercial Additions	08/28/2020	101 Horseshoe Dr A Greenville, NC 27834	KEYSTONE MANAGEMENT CO		1,861.00
	BLD-AAC-2020-0221	Commercial Additions	08/28/2020	102 Horseshoe Dr A Greenville, NC 27834	KEYSTONE MANAGEMENT CO		4,362.00
	BLD-AAC-2020-0064	Commercial Alterations	08/03/2020	1406 Hooker Rd Greenville, NC 27834	KEYSTONE MANAGEMENT CO		81,840.00
	BLD-AAC-2020-0203	Commercial Alterations	08/03/2020	3414 Evans St E Greenville, NC 27834	CareMaster LLC		100,000.00
	BLD-AAC-2020-0204	Commercial Alterations	08/03/2020	3414 Evans St F Greenville, NC 27834	CareMaster LLC		75,000.00
	BLD-AAC-2020-0069	Commercial Alterations	08/12/2020	2577 Stantonsburg Rd Greenville, NC 27834	P. West Company, Inc. DBA Custom Building Company		1,182,000.00
	BLD-AAC-2020-0073	Commercial Alterations	08/14/2020	100 Hickory St Greenville, NC 27858	NO LIMIT CONTRACTING & DESIGN		63,271.00
	BLD-AAC-2020-0202	Commercial Alterations	08/20/2020	3414 Evans St C Greenville, NC 27834	CareMaster LLC		75,000.00
	BLD-AAC-2020-0222	Commercial Alterations	08/28/2020	102 Horseshoe Dr B Greenville, NC 27834	KEYSTONE MANAGEMENT CO		4,372.00
<b>TOTAL VALUATION FOR BUILDING COMMERCIAL - ADDITIONS ALTERATIONS:</b>							<b>1,587,706.00</b>
<b>TOTAL PERMITS FOR BUILDING COMMERCIAL - ADDITIONS ALTERATIONS:</b>							<b>9</b>
Building Residential	BLD-RES-2020-0305	Single-family	08/06/2020	5809 Ivan Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		179,550.00
	BLD-RES-2020-0299	Single-family	08/07/2020	3904 Lochmere Dr Greenville, NC 28590			201,975.00

PERMITS ISSUED BY PERMIT TYPE (08/01/2020 TO 08/31/2020)

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-RES-2020-0301	Single-family	08/07/2020	1109 Arnold Ct Greenville, NC 27858	Cherry Construction Company		750,000.00
	BLD-RES-2020-0304	Single-family	08/07/2020	3600 Chesson Ct Winterville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		214,800.00
	BLD-RES-2020-0310	Single-family	08/13/2020	614 Megan Dr Greenville, NC 27834	Southern Development Group Inc.		256,875.00
	BLD-RES-2020-0311	Single-family	08/13/2020	618 Megan Dr Greenville, NC 27834	Southern Development Group Inc.		243,000.00
	BLD-RES-2020-0312	Single-family	08/13/2020	1705 Penncross Dr Greenville, NC 27834	WILL KUHN HOMES LLC		138,150.00
	BLD-RES-2020-0313	Single-family	08/13/2020	1525 Penncross Dr Greenville, NC 27834	WILL KUHN HOMES LLC		138,150.00
	BLD-RES-2020-0314	Single-family	08/13/2020	1804 Penncross Dr Greenville, NC 27834	WILL KUHN HOMES LLC		115,200.00
	BLD-RES-2020-0317	Single-family	08/13/2020	212 Jack Pl Winterville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		244,500.00
	BLD-RES-2020-0318	Single-family	08/19/2020	2405 Charity Ln Winterville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		211,875.00
	BLD-RES-2020-0319	Single-family	08/19/2020	2604 Dakota Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		194,400.00
	BLD-RES-2020-0320	Single-family	08/21/2020	3202 Larkspur Ln Greenville, NC 27834	John Paul Corey Construction		662,550.00
	BLD-RES-2020-0321	Single-family	08/21/2020	2025 Sedbrook Ln Greenville, NC 28590	RS Builders llc		347,000.00
	BLD-RES-2020-0322	Single-family	08/21/2020	2517 Charity Ln Winterville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		238,200.00
	BLD-RES-2020-0323	Single-family	08/26/2020	1400 Penncross Dr Greenville, NC 27834	WILL KUHN HOMES LLC		165,000.00
	BLD-RES-2020-0324	Single-family	08/27/2020	629 Moonstone Ct Greenville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		200,025.00
	BLD-RES-2020-0325	Single-family	08/27/2020	621 Moonstone Ct Greenville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		176,100.00
	BLD-RES-2020-0326	Single-family	08/27/2020	328 Sequoia Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		169,350.00
	BLD-RES-2020-0327	Single-family	08/27/2020	2212 Birch Hollow Dr Greenville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		311,175.00

**PERMITS ISSUED BY PERMIT TYPE (08/01/2020 TO 08/31/2020)**

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-RES-2020-0328	Single-family	08/27/2020	3912 Pensacola Dr Greenville, NC 27834	Spain Builders LLP		157,634.00
	BLD-RES-2020-0266	Storage/Accessory Structure	08/07/2020	204 Eleanor St Greenville, NC 27858			7,200.00
	BLD-RES-2020-0315	Storage/Accessory Structure	08/19/2020	305 Arbor Dr Greenville, NC 27858	Chris Cyphers		17,280.00
<b>TOTAL VALUATION FOR BUILDING RESIDENTIAL:</b>							<b>5,339,989.00</b>
<b>TOTAL PERMITS FOR BUILDING RESIDENTIAL:</b>							<b>23</b>
Building Residential - Additions Alterations	BLD-AAR-2020-0160	Duplex Alterations	08/26/2020	200 Rollins Dr 25 Greenville, NC 27834	Chance and Smith Builders, Inc.		84,375.00
	BLD-AAR-2020-0139	Residential Additions	08/03/2020	1312 Largo Rd Greenville, NC 27858	Matt Aldridge Construction, Inc.		75,450.00
	BLD-AAR-2020-0144	Residential Additions	08/06/2020	3300 Star Hill Farm Rd 49 Greenville, NC 27834	Strictly Business Builders LLC		41,000.00
	BLD-AAR-2020-0136	Residential Additions	08/07/2020	1401 Trafalgar Dr 18 Winterville, NC 28590			25,836.00
	BLD-AAR-2020-0138	Residential Additions	08/07/2020	3602 Baywood Ln E Greenville, NC 27834			39,450.00
	BLD-AAR-2020-0142	Residential Additions	08/07/2020	200 Deerwood Dr Greenville, NC 27858	JOE MCMILLAN BUILDERS, LLC, JOE		44,137.50
	BLD-AAR-2020-0149	Residential Additions	08/13/2020	1044 Rock Spring Rd E Greenville, NC 27858	AG's Home Solutions, LLC		47,000.00
	BLD-AAR-2020-0150	Residential Additions	08/13/2020	4004 Dunhagan Rd Greenville, NC 27858	Carolina East Home Improvements, LLC		26,415.49
	BLD-AAR-2020-0157	Residential Additions	08/14/2020	225 Churchill Dr Greenville, NC 27858	Dudley Construction, Inc.		13,822.00
	BLD-AAR-2020-0143	Residential Additions	08/20/2020	714 Cromwell Dr Greenville, NC 27858	Tierney Construction, LLC		90,000.00
	BLD-AAR-2020-0146	Residential Additions	08/24/2020	203 Buckingham Dr Winterville, NC 28590	Walker Morrison Builders Inc.		20,000.00
	BLD-AAR-2020-0145	Residential Alterations	08/06/2020	200 Kineton Ci D6 Greenville, NC 27858	Walker Morrison Builders Inc.		30,000.00
	BLD-AAR-2020-0147	Residential Alterations	08/06/2020	2613 Camille Dr Winterville, NC 28590	KW Quality Trades Inc.		9,000.00

**PERMITS ISSUED BY PERMIT TYPE (08/01/2020 TO 08/31/2020)**

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-AAR-2020-0148	Residential Alterations	08/18/2020	106 Gates Dr Winterville, NC 28590	Walker Company Inc.		16,500.00
	BLD-AAR-2020-0158	Residential Alterations	08/21/2020	302 Dupont Ct Greenville, NC 27858	Ski Home Improvements		2,500.00
	BLD-AAR-2020-0140	Storage Alterations	08/11/2020	2000 Pinecrest Dr Greenville, NC 27858	A Elks Construction, Inc.		25,000.00
	BLD-AAR-2020-0127	Swimming Pools	08/07/2020	714 Cromwell Dr Greenville, NC 27858	jj&t builders llc		23,500.00
	BLD-AAR-2020-0153	Swimming Pools	08/13/2020	3505 Star Hill Farm Rd Greenville, NC 27834			16,200.00
	BLD-AAR-2020-0155	Swimming Pools	08/13/2020	4525 Lagan Ct Winterville, NC 28590	Elite Pools & Hardscapes		61,313.00
	BLD-AAR-2020-0156	Swimming Pools	08/13/2020	940 Chesapeake Pl 4 Greenville, NC 27858	Elite Pools & Hardscapes		210,825.00
<b>TOTAL VALUATION FOR BUILDING RESIDENTIAL - ADDITIONS ALTERATIONS:</b>							<b>902,323.99</b>
<b>TOTAL PERMITS FOR BUILDING RESIDENTIAL - ADDITIONS ALTERATIONS:</b>							<b>20</b>
<b>GRAND TOTAL OF VALUATION OF ISSUED PERMITS:</b>							<b>10,345,818.99</b>
<b>GRAND TOTAL OF ISSUED PERMITS:</b>							<b>54</b>

**Monthly Report for Inspections/CDD**

2020/2021	For Month	To Date
	August	
Building Permits	85	165
Mechanical Permits	234	482
Plumbing Permits	60	123
Electrical Permits	290	634
<b>Total Permits</b>	<b>669</b>	<b>1404</b>
Building Inspections	381	837
Plumbing Inspections	222	472
Mech. Inspections	324	635
Elect. Inspections	426	835
Fire Inspections	4	7
Stop Work Orders	2	4
Condemnations	0	0
ABC Lic. Insp	8	13
<b>Total Inspections</b>	<b>1367</b>	<b>2803</b>
Commercial Plan Reviews	40	61
Residential Plan Reviews	54	100
Demolition Plan Reviews	1	4
Site Plan Reviews	7	12
BOA Reviews	7	11
Turnover	\$ 107,094.97	\$ 326,113.96

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