

NOTES

TO: Honorable Mayor and City Council Members

FROM: Michael W. Cowin, City Manager 

DATE: December 13, 2023

SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A memo from Kevin Mulligan, Director of Public Works, regarding Fleet Division fiscal year update
2. A memo from Kevin Mulligan, Director of Public Works, Buildings and Grounds Division Downtown decorations update
3. A chart outlining commercial and residential building permits issued during the month of November
4. The monthly Inspections Division report for November 2023

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Attachments



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Memorandum

To: Michael Cowin, City Manager
From: Kevin Mulligan, PE, Director of Public Works
Date: December 4, 2023
Subject: Fleet Division Fiscal Year Update

The Public Works Fleet Division has 20 employees with the responsibility to service and repair over 1,100 vehicles and pieces of equipment. These assets span from weed eaters to fire trucks with heavy machinery like backhoes and excavators included. Fleet has completed over 3,100 work orders in this fiscal year. These work orders account for over 11,000 billable hours. For each work order the city is saving approximately \$100 per billable hour which is the difference between the City labor rate and commercial billing rate. Commercial labor is utilized for specialty inspections or when existing staff is overloaded thus resulting in a work backlog.

In comparison to the same period last year in 2022, Fleet has realized a 25% increase in preventative maintenance work orders and a 5% increase in repair work orders. This has resulted in a 15% increase in billable hours over the same period in 2022. The Fleet division has hired additional mechanics that have increased billable hours while also reducing the utilization of commercial labor.

Additionally, the Fleet Division regularly monitors fuel usage for all City Departments. The City uses 8,000 gallons of diesel and 8,800 gallons of unleaded fuel every 7 to 10 days. In this fiscal year, city departments have used about 140,000 gallons of unleaded, 130,000 gallons of diesel at a total cost of about \$790,000. During the same period in 2022, the total cost for fuel, for slightly less quantity, was \$80,000 higher than this year. To date, the fuel expenditure for fiscal year 24 is approximately 35% of the allocated budget. To date, fuel expenditures are below budget.



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Memorandum

To: Michael Cowin, City Manager
From: Kevin Heifferon, Assistant Director of Public Works *KWH*
Date: December 11, 2023
Subject: Buildings and Grounds Division, Downtown Decorations Update

The Public Works Buildings and Grounds Division has 25 employees. One of the primary duties of the Buildings and Grounds division is the maintenance of the downtown area. Beautification efforts include: flower planter maintenance, parking deck/lot maintenance, tree and shrub care, sidewalk gum removal, litter patrol and Christmas decoration management.

Since the late 1990's, the Buildings and Grounds Division has partnered with Mosca, out of Durham NC, for the procurement and installation of decorations to help beautify our downtown area. Earlier this year, the City Manager's office partnered with the Uptown Greenville Beautification Committee, to purchase 39 larger replacement wreathes and a larger 26' Christmas tree to replace the original 18' Christmas tree. Uptown Greenville provided \$25,000 toward the 39 new wreathes and we were approved to allocate approximately \$27,000 from general fund resources for the purchase of a new tree.

The old wreathes will become surplus and the old tree has been repurposed to another location at the corner of Dickinson Avenue and Pitt Street.

Decoration considerations for the future enhancements include;

- Replacing the current sky liner at the intersection of 5th Street and Evans Street
- Adding sky liners at Evans x 3rd and 4th Streets
- Adding more wreathes on light poles
- Enhance the decorations at the Five Points lot

The new lighted wreathes and bows provide an inviting and festive greeting as you enter the Downtown area from 10th Street through the Evans Street Courtyard.

Located in the 5 Points parking lot, the magnificent new 26' tall Christmas tree wrapped with thousands of bright twinkling lights sets the scene for a cherished holiday photo opportunity with family and friends.

PERMITS ISSUED BY PERMIT TYPE (11/01/2023 TO 11/30/2023)

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-2023-0112	Commercial	11/07/2023	1049 Wh Smith Bv Greenville, NC 27834	P. West Company, Inc. DBA Custom Building Company		2,020,496.00	
	BLD-COM-2023-0104	Commercial	11/27/2023	2109 Arlington Bv W Greenville, NC 27834	Farrior & Sons, Inc.		886,875.00	
	BLD-COM-2023-0106	Commercial	11/29/2023	1041 Wh Smith Bv Greenville, NC 27834	Berry Building Group, Inc.		1,716,625.00	
	BLD-COM-2023-0117	Multi-family	11/29/2023	1925 Smythewyck Dr Greenville, NC 27858	East Point Homes, LLC		8,372,800.00	
	BLD-COM-2023-0120	Storage/Accessory Structure	11/14/2023	3701 Martin Luther King Jr Hw Greenville, NC 27834	Venture Construction Co.		49,866.00	
	BLD-COM-2023-0118	Storage/Accessory Structure	11/28/2023	1925 Smythewyck Dr Greenville, NC 27858	East Point Homes, LLC		14,750.00	
	TOTAL VALUATION FOR BUILDING COMMERCIAL:							13,061,412.00
	TOTAL PERMITS FOR BUILDING COMMERCIAL:							6
	Building Commercial - Additions Alterations	BLD-AAC-2023-0148	Cell Tower Alteration	11/13/2023	1843 Progress Rd 7A Greenville, NC 27834	Hightower Communications		20,000.00
		BLD-AAC-2023-0156	Cell Tower Alteration	11/13/2023	110 Fire Tower Rd E Winterville, NC 28590	Hightower Communications		20,000.00
BLD-AAC-2023-0151		Cell Tower Alteration	11/14/2023	1046 Greenville Bv Sw Greenville, NC 27834	Hightower Communications		20,000.00	
BLD-AAC-2023-0175		Cell Tower Alteration	11/21/2023	2525 Greenpark Dr Greenville, NC 27834	Hightower Communications		20,000.00	
BLD-AAC-2023-0176		Cell Tower Alteration	11/21/2023	2000 Chestnut St Greenville, NC 27834	Hightower Communications		20,000.00	
BLD-AAC-2023-0168		Commercial Alterations	11/02/2023	920 Criswell Dr 105 Greenville, NC 27834			127,500.00	
BLD-AAC-2023-0153		Commercial Alterations	11/06/2023	5900 Martin Luther King Jr Hw Greenville, NC 27834	DPR Construction		28,000,000.00	
BLD-AAC-2023-0152		Commercial Alterations	11/06/2023	5900 Martin Luther King Jr Hw Greenville, NC 27834	DPR Construction		40,000,000.00	
BLD-AAC-2023-0169		Commercial Alterations	11/14/2023	1221 Portertown Rd Greenville, NC 27858	P. West Company, Inc. DBA Custom Building Company		525,000.00	
BLD-AAC-2023-0173		Commercial Alterations	11/15/2023	498 Red Banks Rd A Greenville, NC 27858	HUDSON BROTHERS CONST. CO.		392,025.00	

PERMITS ISSUED BY PERMIT TYPE (11/01/2023 TO 11/30/2023)

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-AAC-2023-0174	Commercial Alterations	11/16/2023	107 Oakmont Dr Greenville, NC 27858	P. West Company, Inc. DBA Custom Building Company		60,000.00
	BLD-AAC-2023-0178	Commercial Alterations	11/27/2023	100 3Rd St W Greenville, NC 27858	HUDSON BROTHERS CONST. CO.		1,200,000.00
	BLD-AAC-2023-0177	Roofing	11/21/2023	9 Medical Dr Greenville, NC 27834	Curtis Construction Co., Inc.		525,000.00
TOTAL VALUATION FOR BUILDING COMMERCIAL - ADDITIONS ALTERATIONS:							70,929,525.00
TOTAL PERMITS FOR BUILDING COMMERCIAL - ADDITIONS ALTERATIONS:							13
Building Residential	BLD-RES-2023-0798	Garage/Carport	11/16/2023	817 Darrell Dr Greenville, NC 27834		Andrew Bott	60,000.00
	BLD-RES-2023-0820	Single-family	11/02/2023	1243 Forrest Acres Dr Greenville, NC 27834	BIGGS CONSTRUCTION, INC.		403,732.00
	BLD-RES-2023-0827	Single-family	11/03/2023	3845 Oliver Ct Greenville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		289,900.00
	BLD-RES-2023-0829	Single-family	11/03/2023	1508 Stephenson Dr Greenville, NC 27834	D.R. Horton Inc.		263,600.00
	BLD-RES-2023-0833	Single-family	11/03/2023	1504 Stephenson Dr Greenville, NC 27834	D.R. Horton Inc.		207,100.00
	BLD-RES-2023-0832	Single-family	11/03/2023	3837 Oliver Ct Greenville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		312,000.00
	BLD-RES-2023-0837	Single-family	11/03/2023	6020 Sagebrush Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		239,400.00
	BLD-RES-2023-0830	Single-family	11/03/2023	1408 Stephenson Dr Greenville, NC 27834	D.R. Horton Inc.		278,700.00
	BLD-RES-2023-0851	Single-family	11/16/2023	6016 Sagebrush Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		266,700.00
	BLD-RES-2023-0852	Single-family	11/16/2023	6032 Sagebrush Dr Greenville, NC 27858	BILL CLARK HOMES OF GREENVILLE, LLC		308,000.00
	BLD-RES-2023-0853	Single-family	11/16/2023	4020 Cindi Ln Winterville, NC 28590	BILL CLARK HOMES OF GREENVILLE, LLC		346,500.00
	BLD-RES-2023-0855	Single-family	11/17/2023	710 Remington Dr Greenville, NC 27858	ROCKY RUSSELL DEVELOPMENT LLC		490,600.00
	BLD-RES-2023-0838	Single-family	11/21/2023	1008 Finn Ct Greenville, NC 27834	ACREW		333,600.00
	BLD-RES-2023-0835	Storage/Accessory Structure	11/16/2023	512 Kent Rd Greenville, NC 27858		Thomas Shrader	20,000.00

PERMITS ISSUED BY PERMIT TYPE (11/01/2023 TO 11/30/2023)

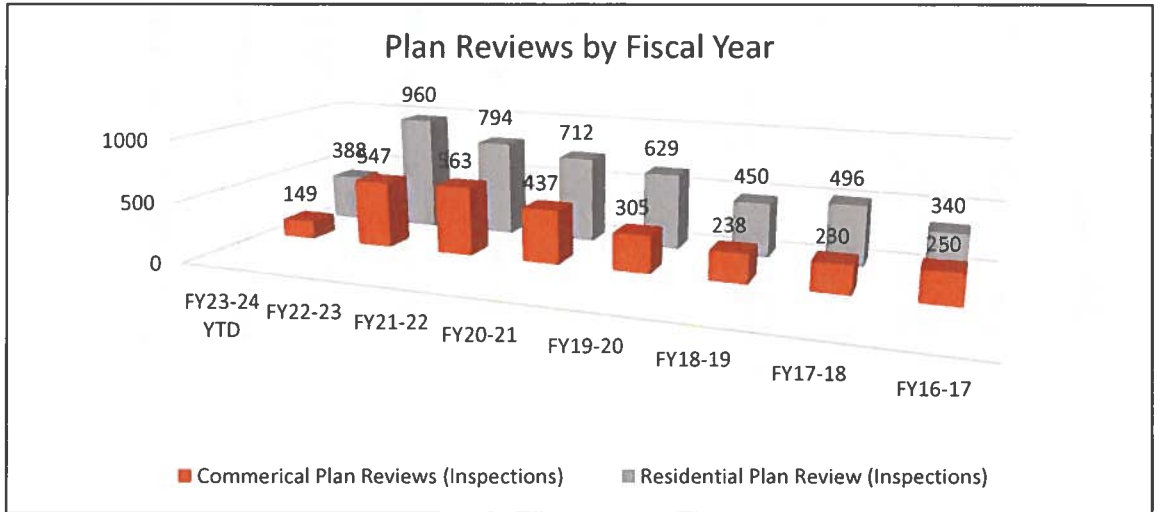
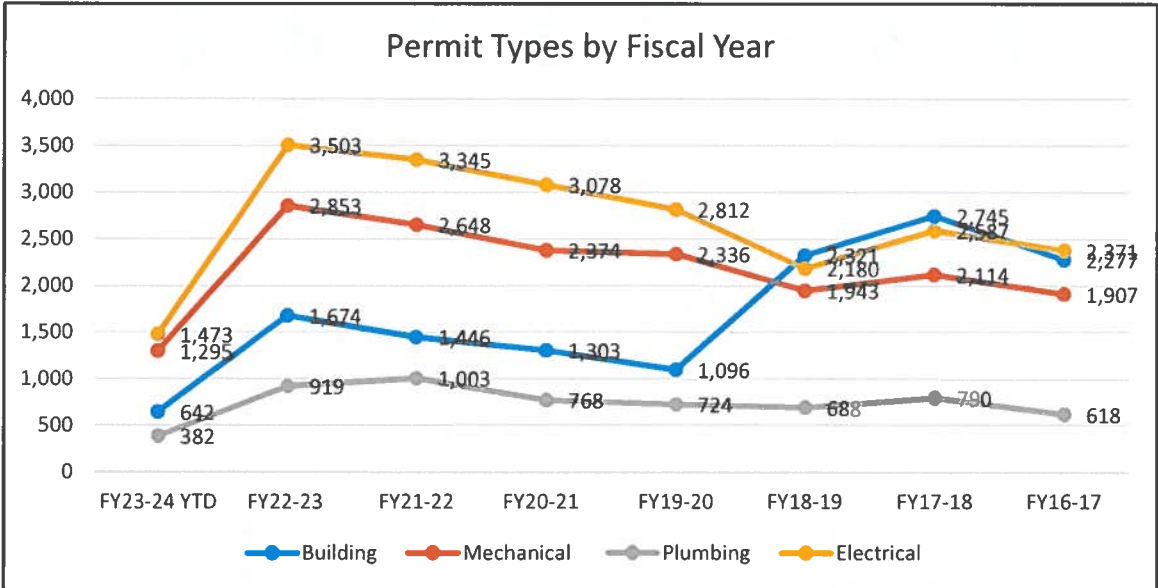
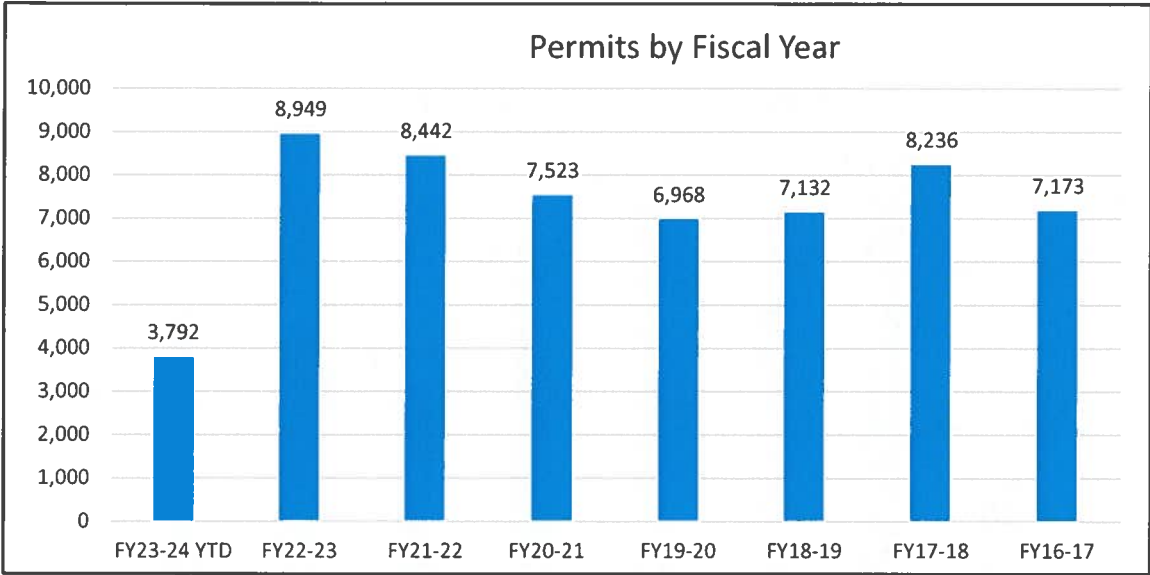
Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-RES-2023-0771	Storage/Accessory Structure	11/17/2023	944 Van-Gert Dr Winterville, NC 28590	JT Williams Building Group		95,080.00
	BLD-RES-2023-0850	Storage/Accessory Structure	11/17/2023	2136 Montalvan Dr Greenville, NC 27834	D.R. Horton Inc.		6,400.00
	BLD-RES-2023-0826	Swimming Pools	11/07/2023	3401 Star Hill Farm Rd Greenville, NC 27834	POOL PROS OF GREENVILLE, LLC		87,350.00
	BLD-RES-2023-0839	Swimming Pools	11/15/2023	205 Hardee Ct Greenville, NC 27858	Zayne MPW		72,487.00
	BLD-RES-2023-0849	Townhome (3 or More Units)	11/15/2023	2000 Newbury Wy A Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0841	Townhome (3 or More Units)	11/15/2023	2000 Newbury Wy B Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0842	Townhome (3 or More Units)	11/15/2023	2000 Newbury Wy C Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0847	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy E Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0846	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy D Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0843	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy A Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0845	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy C Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0844	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy B Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0848	Townhome (3 or More Units)	11/15/2023	2005 Newbury Wy F Greenville, NC 27834	A Elks Construction, Inc.		213,700.00
	BLD-RES-2023-0554	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy F Greenville, NC 28590	JC HAZELTON		255,900.00
	BLD-RES-2023-0553	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy E Greenville, NC 28590	JC HAZELTON		251,100.00
	BLD-RES-2023-0552	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy D Greenville, NC 28590	JC HAZELTON		251,100.00
	BLD-RES-2023-0551	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy C Greenville, NC 28590	JC HAZELTON		251,100.00
	BLD-RES-2023-0550	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy B Greenville, NC 28590	JC HAZELTON		251,100.00
	BLD-RES-2023-0549	Townhome (3 or More Units)	11/29/2023	404 Cassidy Wy A Greenville, NC 28590	JC HAZELTON		255,900.00

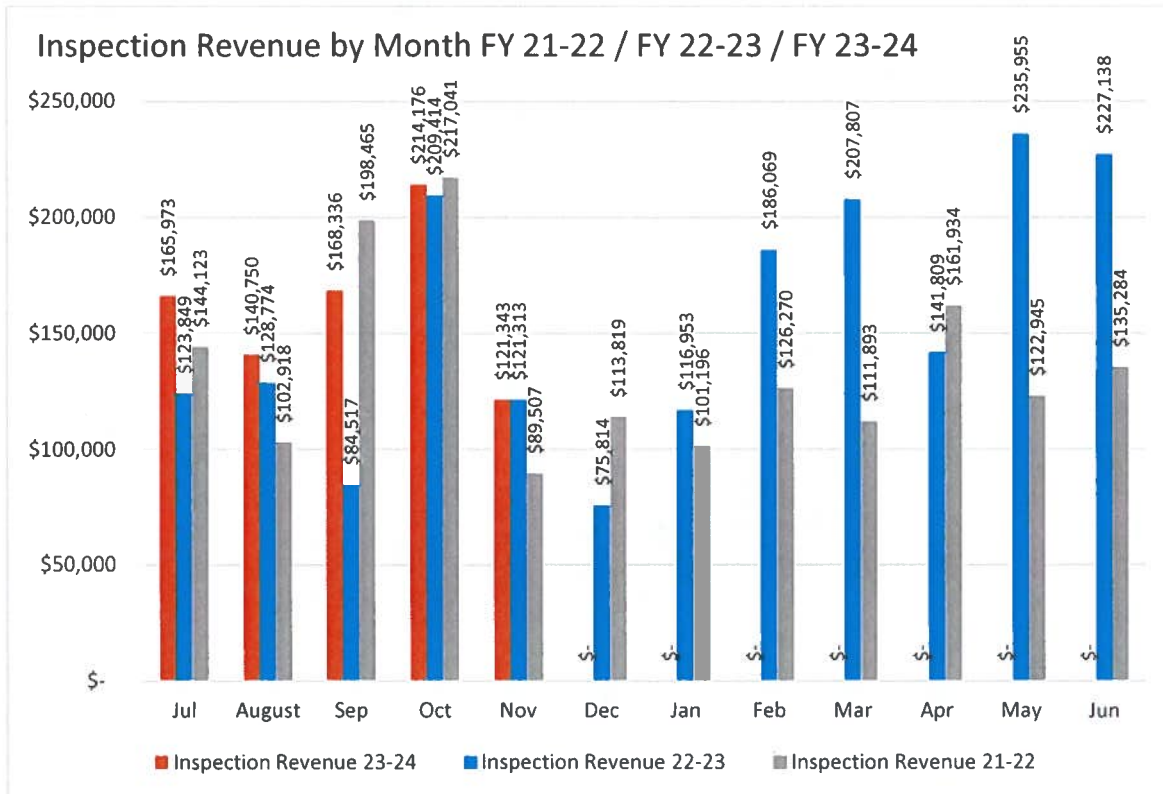
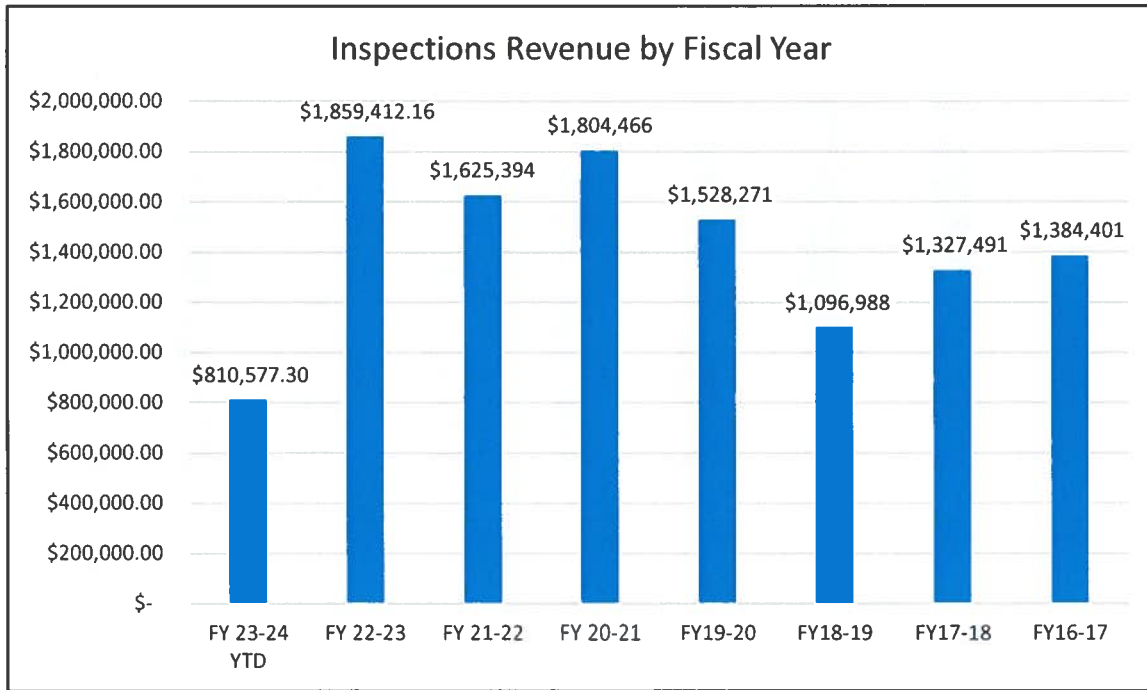
PERMITS ISSUED BY PERMIT TYPE (11/01/2023 TO 11/30/2023)

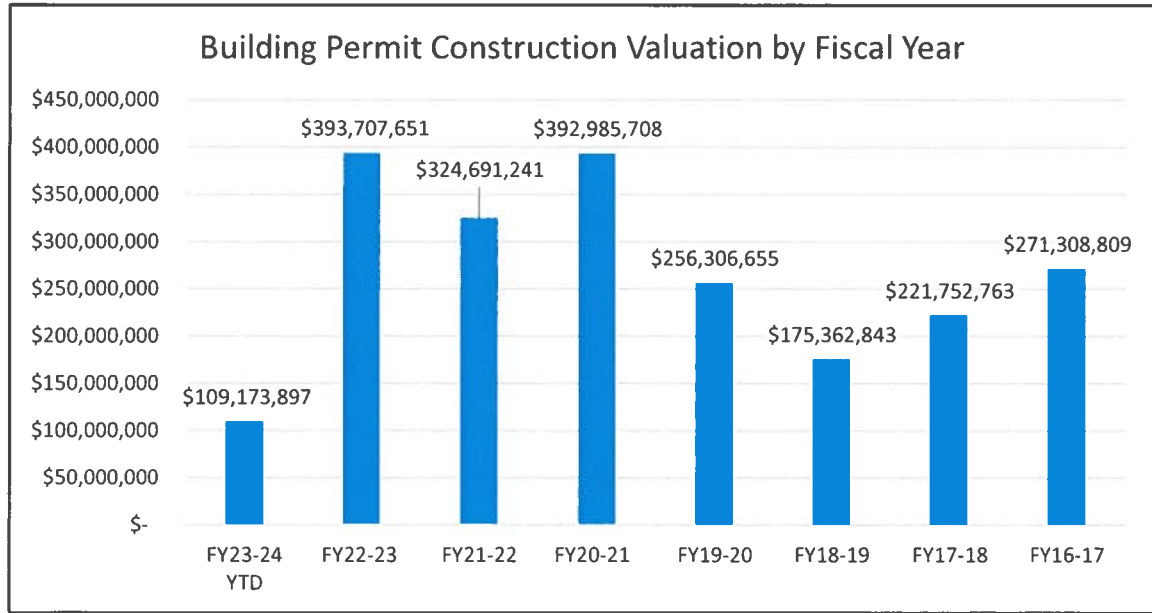
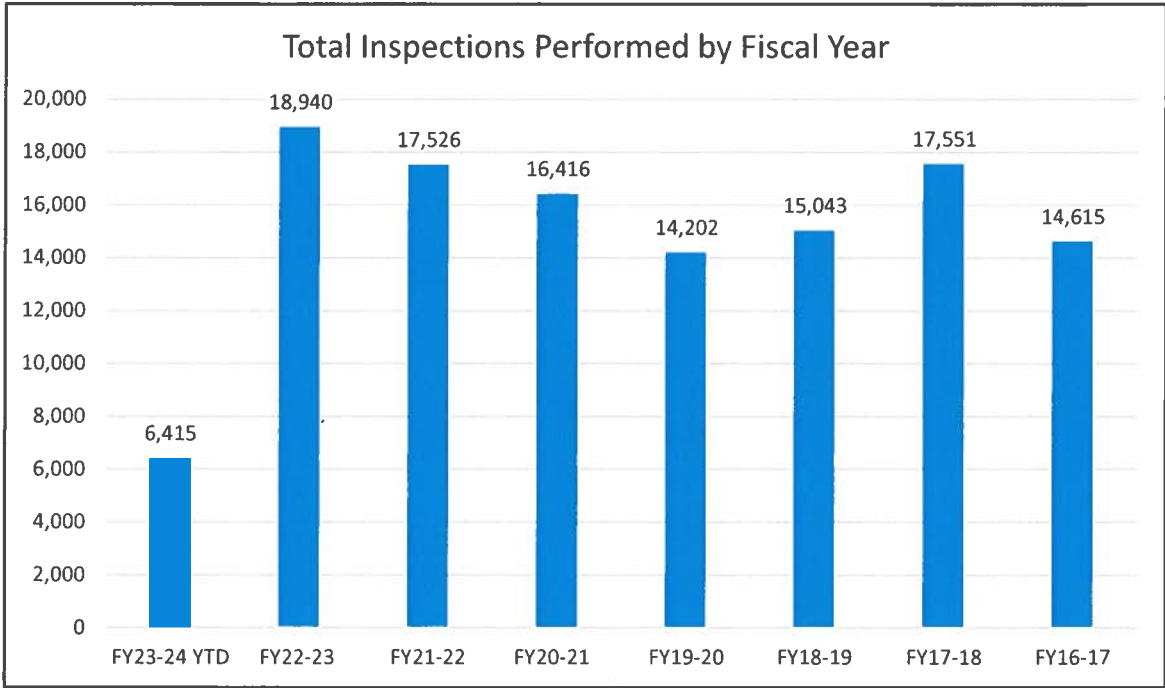
Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-RES-2023-0709	Townhome (3 or More Units)	11/30/2023	401 Ophelia Wy A Greenville, NC 28590	JC HAZELTON		255,900.00
TOTAL VALUATION FOR BUILDING RESIDENTIAL:							7,776,549.00
TOTAL PERMITS FOR BUILDING RESIDENTIAL:							34
Building Residential - Additions Alterations	BLD-AAR-2023-0179	Residential Additions	11/08/2023	1257 Greenville Bv Sw Greenville, NC 27834		Jose Argueta	8,000.00
	BLD-AAR-2023-0271	Residential Additions	11/15/2023	205 Sylvan Dr S Greenville, NC 27834			3,000.00
	BLD-AAR-2023-0281	Residential Additions	11/17/2023	1808 Tucker Rd Greenville, NC 28590	JT Williams Building Group		40,000.00
	BLD-AAR-2023-0288	Residential Additions	11/27/2023	1803 Circle Dr Greenville, NC 27858	Designco Construction Inc		20,000.00
	BLD-AAR-2023-0268	Residential Alterations	11/01/2023	1104 3Rd St W Greenville, NC 27834	Elect Builders, Inc		124,475.00
	BLD-AAR-2023-0273	Residential Alterations	11/08/2023	1404 14Th St E Greenville, NC 27858	K Real Estate & Investment LLC		95,741.25
	BLD-AAR-2023-0274	Residential Alterations	11/14/2023	504 River Hill Dr Greenville, NC 27858	Chris Bender, LLC		11,100.00
	BLD-AAR-2023-0272	Residential Alterations	11/15/2023	102 Christenbury Dr Greenville, NC 27858	KDL Construction LLC		79,000.00
	BLD-AAR-2023-0278	Residential Alterations	11/16/2023	1014 Ward St Greenville, NC 27834	Strictly Business Builders LLC		78,300.00
	BLD-AAR-2023-0277	Residential Alterations	11/16/2023	2814 Jefferson Dr Greenville, NC 27858	Groundworks NC LLC - Tar Heel Basement Systems		105,000.00
	BLD-AAR-2023-0283	Residential Alterations	11/17/2023	305 Davis St Greenville, NC 27834	Admired Builders Inc		148,050.00
	BLD-AAR-2023-0280	Residential Alterations	11/17/2023	312 St. Andrews Dr Greenville, NC 27834	Groundworks NC LLC - Tar Heel Basement Systems		111,375.00
	BLD-AAR-2023-0284	Residential Alterations	11/27/2023	106 Avalon Ln Greenville, NC 27858	Justice Home Improvements, Inc.		116,100.00
	BLD-AAR-2023-0285	Residential Alterations	11/27/2023	102 Pineview Dr Greenville, NC 27834	KDL Construction LLC		75,000.00
	BLD-AAR-2023-0276	Solar Panels	11/15/2023	503 Pittman Dr Greenville, NC 27834			46,080.06
	BLD-AAR-2023-0279	Solar Panels	11/16/2023	540 Arbor Dr Greenville, NC 27858	Top Tier Solar Solutions LLC		34,783.57
	BLD-AAR-2023-0286	Solar Panels	11/17/2023	900 Dearborn Ct Winterville, NC 28590	Top Tier Solar Solutions LLC		28,708.57

PERMITS ISSUED BY PERMIT TYPE (11/01/2023 TO 11/30/2023)

Permit Type	Permit Number	Work Class	Issue Date	Address	Contractor	Owner	Value
	BLD-AAR-2023-0267	Townhome Alterations (3 or More Units)	11/09/2023	3076 Dartmouth Dr Greenville, NC 27858	Swing Custom Homes, LLC		156,975.00
TOTAL VALUATION FOR BUILDING RESIDENTIAL - ADDITIONS ALTERATIONS:							1,281,688.45
TOTAL PERMITS FOR BUILDING RESIDENTIAL - ADDITIONS ALTERATIONS:							18
GRAND TOTAL OF VALUATION OF ISSUED PERMITS:							93,049,174.45
GRAND TOTAL OF ISSUED PERMITS:							71







PDS INSPECTIONS Monthly Report Information

	Current Year		Prior Year	
	2023-2024		2022-2023	
	November		November	
	For Month	YTD	For Month	YTD
Building Permits	89	642	181	608
Mechanical Permits	212	1295	192	1269
Plumbing Permits	61	382	70	331
Electrical Permits	283	1473	257	1431
Total Permits	645	3792	700	3639
Building Inspections	448	2348	360	2191
Plumbing Inspections	262	1539	272	1481
Mech. Inspections	390	1914	234	2036
Elect. Inspections	341	2039	382	2182
Fire Inspections	2	10	3	15
Stop Work Orders	1	2	0	4
Condemnations	0	0	0	0
ABC Lic. Insp	0	7	1	11
Total Inspections	1444	7859	1252	7920
Commercial Plan Reviews	15	149	40	245
Residential Plan Reviews	59	388	55	326
Demolition Plan Reviews	5	13	2	17
Site Plan Reviews	6	33	10	50
BOA Reviews	4	20	9	32
Turnover	\$ 121,342.70	\$ 810,577.79	\$ 121,312.72	\$ 667,866.45
Valuation	\$ 93,049,174.45	\$ 202,223,071	\$ 21,501,069	\$ 149,587,548

**PERMITS ISSUED BY TYPE (11/01/2023 TO 11/30/2023)
 FOR GREENVILLE, NC**

