WEEKLY UPDATES APRIL 6, 2020 – APRIL 10, 2020

POLICE DEPARTMENT:

Patrol/Investigations:
- Symanthia Watson (55) reported on March 30th she was the victim of Internet Fraud in the 1300 block of Carolina Beach Avenue North, CB. The case is under further investigation.
- Dorothy Roussard (46) reported on March 31st she was the victim of Larceny and Credit Card Fraud in the 900 block of South Fifth Street, CB. The case is under further investigation.
- Matthew Watson (58) reported on March 31st he was the victim of Breaking and Entering Auto and Larceny in the One block of North Seventh Street, CB. The case is under further investigation.
- Sea Merchant Grocery Store, Cape Fear Boulevard, reported on April 5th they were the victim of a Shoplifting. The suspect was located, and the merchandise returned. The suspect was issued a citation for Misdemeanor Larceny.

Arrests:
- Charmaine Johnson (54) Charlotte Avenue, CB was arrested on April 2nd in the 400 block of Charlotte Avenue, CB for Misuse of 911 System.
- Shane Gaither (52) Marina Street, CB was arrested on April 2nd in the One Block of Periwinkle Lane, CB for Disorderly Conduct.
- Michael Klein (32) Charlotte Avenue, CB was arrested on April 5th in the 200 block of Cape Fear Boulevard, CB for Misdemeanor Larceny.
- Bradley Matteson (51) Shamrock Road, Bel Air, Maryland was arrested on April 5th in the 600 block of North Seventh Street, CB for Obtaining Property by False Pretense and Uttering Forged Instrument.

Civil Citations:
- Civil citations written March 30, 2020 – April 5, 2020: 1

FIRE DEPARTMENT

Fire/Rescue Administration Division:
- Chief participated in updates/conference calls all week on COVID 19 (Coronavirus)
- Response to medical calls have been modified to follow county medical director guidance’s
- Working on training options on Zoom for volunteer firefighters

Fire/Rescue Fire Prevention Division:
- 2 Site visits
- 1 Sprinkler test
Fire/Rescue Operations Division:
- Departmental training has been postponed until further notice.
- Staff spent the week going through each apparatus pulling all the equipment and deep cleaning.

Ocean Rescue:
- Applications for seasonal lifeguards are open
- Temporary lifeguard station is almost complete
- Staff exploring options for modified tryouts

Fire Responses:

<table>
<thead>
<tr>
<th>DATE</th>
<th>INCIDENT #</th>
<th>ADDRESS</th>
<th>INCIDENT TYPE</th>
<th>SHIFT</th>
<th># APP.</th>
<th># PERS.</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/03/2020</td>
<td>2020-133229</td>
<td>1037 SAINT JOSEPH ST</td>
<td>111 - Building fire</td>
<td>C Shift</td>
<td>6</td>
<td>14</td>
</tr>
<tr>
<td>04/03/2020</td>
<td>2020-133230</td>
<td>213 CAPE FEAR BLVD</td>
<td>311 - Medical assist, assist EMS crew</td>
<td>A Shift</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>04/04/2020</td>
<td>2020-134859</td>
<td>628 NFORT FISHER BLVD</td>
<td>311 - Medical assist, assist EMS crew</td>
<td>C Shift</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>04/04/2020</td>
<td>2020-133232</td>
<td>122 SEAWATCH WAY</td>
<td>311 - Medical assist, assist EMS crew</td>
<td>C Shift</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>04/05/2020</td>
<td>2020-136105</td>
<td>226 ROUEN CT</td>
<td>111 - Building fire</td>
<td>A Shift</td>
<td>1</td>
<td>9</td>
</tr>
<tr>
<td>04/05/2020</td>
<td>2020-136501</td>
<td>401 MARINA ST</td>
<td>911 - Citizen complaint</td>
<td>A Shift</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>04/05/2020</td>
<td>2020-136633</td>
<td>539 SPENCER FARLOW DR</td>
<td>561 - Unauthorized burning</td>
<td>A Shift</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>04/06/2020</td>
<td>2020-137163</td>
<td>4 NLAKE PARK BLVD</td>
<td>560 - Public service assistance, other</td>
<td>B Shift</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>04/06/2020</td>
<td>2020-137748</td>
<td>110 SUGARLOAF CT</td>
<td>140 - Natural vegetation fire, other</td>
<td>B Shift</td>
<td>2</td>
<td>9</td>
</tr>
<tr>
<td>04/06/2020</td>
<td>2020-138001</td>
<td>64 PELICAN LN</td>
<td>745 - Alarm system activation, no fire - unintentional</td>
<td>B Shift</td>
<td>2</td>
<td>12</td>
</tr>
<tr>
<td>04/08/2020</td>
<td>2020-139605</td>
<td>933 RIFTIDE LN</td>
<td>311 - Medical assist, assist EMS crew</td>
<td>B Shift</td>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

TOTAL # INCIDENTS: 11

PARKS AND RECREATION
- The Parks and Recreation department is continuing to manage cleaning supplies for Covid-19. We have purchased extra cleaning and disinfectant supplies for this event. We purchased face masks for all employees that need one. All logistic supply requests are going through Parks and Rec. and entered through the County EOC SharePoint.
- Staff conducted an interview with a UNCW student for a class project.
- We received a donation of close to $5,000 from Island Women to purchase two additional beach wheelchairs. Thank you to Island Women and the Beach Bound Project!
• The new cardio equipment will be arriving in the coming weeks. Prior to arrival, we will be doing a deep clean of the cardio room at the Recreation Center.

  Staff has processed all refunds for the Youth Volleyball League and Adult Kickball League. Unfortunately, due to timing these programs have been canceled.

  Staff registered with the NFL Youth Flag football league. We are currently preparing information for league registration.

• Staff attended a live webinar regarding Silbo, which is software for sports official booking.

• Staff is currently reviewing all sections of the Parks and Recreation website and updating areas with additional information to make it more user friendly.

• Staff is actively updating the Adopt-a-beach program. We have reviewed all beach access signs and are looking at ways to provide additional beach areas to be adopted. Once completed, we will update the program on a newly created page on the Parks and Rec. website.

  Due to Covid-19 currently Mike Chappell Park has been closed. On Monday, March 30th staff locked all the fields, skate park, tennis courts, dog park, and cautioned taped the playground. Signs were also placed throughout the park.

• With the Recreation Center closed, the staff has purchased materials for several projects to complete while the facility is closed. Wainscoting in the weight room was completed and we also began painting the back hallway and installing additional wainscoting. We are now working on installing wainscoting and painting the front hallway of the Recreation Center.

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**PLANNING AND DEVELOPMENT**

<table>
<thead>
<tr>
<th>Development Review</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>All Permits Received</td>
<td>12</td>
</tr>
<tr>
<td>Renovations/Repair RESIDENTIAL (paid)</td>
<td>3</td>
</tr>
<tr>
<td>Renovations/Repair COMMERCIAL (paid)</td>
<td>3</td>
</tr>
<tr>
<td>Accessory Structures - Res &amp; Comm (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Demolitions (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Fill/Grade/Clear (paid)</td>
<td>2</td>
</tr>
<tr>
<td>Fence (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Fire (paid)</td>
<td>1</td>
</tr>
<tr>
<td>CAMA permits/exemptions</td>
<td>4</td>
</tr>
<tr>
<td>Electrical T-Pole</td>
<td>2</td>
</tr>
<tr>
<td>Electrical Final</td>
<td>1</td>
</tr>
<tr>
<td>Certificate of Occupancy</td>
<td>4</td>
</tr>
<tr>
<td>Certificate of Compliance</td>
<td>2</td>
</tr>
</tbody>
</table>

**Building Inspections**

<table>
<thead>
<tr>
<th>Building Inspections</th>
<th>22</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Plan Review</td>
<td>15</td>
</tr>
</tbody>
</table>

**Planning and Zoning**

<table>
<thead>
<tr>
<th>Zoning Inspection</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning Plan Review</td>
<td>26</td>
</tr>
</tbody>
</table>

**Code Enforcement**

<table>
<thead>
<tr>
<th>Received/Reported Complaints</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolved Complaints</td>
<td>3</td>
</tr>
<tr>
<td>Investigations Researched</td>
<td>8</td>
</tr>
<tr>
<td>Violation Letters</td>
<td>4</td>
</tr>
</tbody>
</table>
Building Inspections:
- Visited job sites to educate contractors on securing items in preparation for expected high winds.

Code Enforcement:
- Receiving reports of short-term rental violations, letters are being sent out and am having many phone conversations and public awareness.
- Report of a possible sink hole located in a vacant lot on Goldsborough avenue. Hole was made secure with a barricade supplied by Storm Water Department.
- A concern of reported asbestos shingles being removed in the 1100 block of CBAN.

ZONING:

<table>
<thead>
<tr>
<th>Agenda Items/Meeting Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>April meetings</td>
<td>Cancelled</td>
</tr>
<tr>
<td>May meetings</td>
<td>On schedule, but TBD</td>
</tr>
<tr>
<td>TRC Meeting</td>
<td>Remote meeting, TBD</td>
</tr>
</tbody>
</table>

- A CAMA permit has been applied for to demolish 1318 CBAN and rebuild with a single-family residence
- Staff continues to do research and data gathering on the crisis to support decision makers.
- Ordinance updates:
  - Sign Ordinance Update
  - Stormwater/Tree Ordinance Research
  - 160D update for State Statutes
  - Zoning Ordinance Updates review
  - LUP update
  - Short term rental registration process

Census Response:
- Keep up to date on North Carolina’s progress [here](#), follow the rankings [here](#), and continue your local efforts to increase the count. The 2020 Census is the first to allow easy response online.
- Everyone can safely be counted by completing their 2020 Census form either online (my2020Census.gov), by phone, or by paper questionnaire. The US Census Bureau is mailing paper 2020 Census forms to households that have not responded online or by phone.
King Tide Event:
- Higher high tides and lower low tides are predicted last week and this week.

OPERATIONS:

WWTP:
- Staff performed all operational/maintenance tasks and laboratory analyses as necessary to maintain compliance with all applicable permits.

Utility Staff:
- Locates, work orders and tap verifications, clearing permits.
- Continuous maintenance of existing road cuts.
- Water meter cut on, off and verifications.
- Replace broken meter registers and mtus.
- Repaired broken sewer service.
- Install water service line for Hamlet.
- Clean Collection Sewer System.

W/S Administration/Billing/Customer Service:
- Applied mail and lockbox payments to account (everyday)
- Processed AR box and online payments (everyday)
- Processed T2 decal requests:
  - Total online requests received: 204
  - Total not approved: 101
  - Total approved: 103
  - Total paid: 64
- 11 new accounts for FMS
- Processed 2 Permit payments
- Set up 6 account in FMS for planning
- 10 leak adjustments

Environmental:

Beach Front
- Removed deceased birds

Freeman Park
- Repaired poles and rope
- Repairing trash pods

Boardwalk
- Removed sand from the beach accesses
- Continued building a wall along the accesses to prevent sand build up
**Signage**
- Continued to straighten signs throughout town
- Continued installing new poles and stop signs in Zone 1
- Replaced pedestrian crosswalk signs along Lake Park and Dow

**Facilities**
- Cut and welded rebar for parking stops in the new town parking lots
- Repaired the lattice pickets and handrails on the northeast side of the marina
- Installed pay station base in the Tennessee parking lot

**Streets**
- Repaired potholes throughout town

**Storm water:**
- Department install/construct interference box for the 1500 block of Pinfish
- Capital stormwater project continues on the 600 block of Charlotte
- Vactor 17 catch basins, clean 205’ of stormwater lines, and remove 25 cubic yards of sediment
- Maintenance/retrofit 4 bioretention areas throughout town
- Maintenance/repair equipment and vehicles