WEEKLY UPDATES APRIL 27, 2020 – MAY 1, 2020

POLICE DEPARTMENT:

Patrol/Investigations:
• No reported victim crimes between April 20, 2020 – April 26, 2020

Arrests:
• Brandon Wilson (25) Brown Mountain Beach Road, Morganton, NC was arrested on April 20th in the 800 block of Teakwood Drive, CB for Attempt/ Obtain Property by False Pretense and Financial Card Theft.
• Sheila Solberg (54) 3rd Street, Kure Beach, NC was arrested on April 22nd in the 200 block of North Lake Park Boulevard, CB for Driving While Impaired.
• Nicholas Alexander (19) Frank Mills Road, Hampstead, NC was arrested on April 24th In the 1100 block of North Lake Park, Boulevard, CB for Breaking and Entering a Motor Vehicle and Misdemeanor Larceny.
• Christopher Scharf (50) Elton Avenue, CB was cited on April 27th in the 700 block of Elton, Avenue, CB for Resist/Delay/ Obstruct Public Officers.

Civil Citations:
• Civil citations written April 20, 2020 – April 26, 2020: 6

FIRE DEPARTMENT

Fire/Rescue Administration Division:
• Chief presented proposed 2020/21 budget to council
• 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

Fire/Rescue Fire Prevention Division:
• 4 Site visits
• 1 CO Inspection

Fire/Rescue Operations Division:
• Staff conducted annual fire hose pressure testing
• In-house departmental training has been postponed until further notice

Ocean Rescue:
• Applications for seasonal lifeguards are open
• 1st round of tryouts was held on Saturday, 2nd round of tryouts will be Saturday May 9th
PARKS AND RECREATION

- We are putting the finishing touches on Joseph Ryder Lewis Park in order to have a ribbon cutting in the future. We are meeting with fencing contractors in the coming week to install split rail fencing and a bollard. The Federal Point History Center continues to work on the interpretive signs for the park.
- The new playground at McDonald Park is set to be assembled on Thursday, May 14th through Sunday, May 17th. We are excited to put the playground together!
- Staff cleaned and disinfected men’s bathroom/locker room as well as weight and cardio rooms.
- Staff created flyer and registration information for Youth Fall Flag Football League
- Staff refunded last remaining volleyball and tennis participants
- Staff removed all signage and locks at MC Park. The park is open to the public except for the playground. There are no group activities or organized sports allowed at this time. Expect limited use of water and bathroom access.
- We completed our final day of the City Nature Challenge on Monday, April 27th. Our community observed more than 500 species of animals and plants! We look forward to participating again in 2021 – in the meantime, folks can continue to use the free iNaturalist app to identify our local wildlife!
- Staff updated our Carolina Beach Skate Park guidelines. Please continue to follow CDC recommendations and stay 6 feet away from other patrons while enjoying the Skate Park.
- We created new temporary signage for our Carolina Beach Parks and seasonal summer Market. These signs will advertise COVID-19 updates/guidelines to follow while visiting our Parks and Market.
- Work continued on the front desk renovation including finishing drywall and HVAC adjustments.

- Staff attended the following NRPA Educational Virtual Zoom: "Pre-Planning for Re-Opening: Beaches, Parks and Summer Camps. Are You Ready?"
- Three additional fish tiles were installed on the Boardwalk.
<table>
<thead>
<tr>
<th>Development Review</th>
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<tbody>
<tr>
<td>All Permits Received</td>
<td>13</td>
</tr>
<tr>
<td>Alter/Up-Fit/Add COMMERCIAL (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Additions (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Single Family (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Swim Pool/Deck (paid)</td>
<td>1</td>
</tr>
<tr>
<td>Fill/Grade/Clear (paid)</td>
<td>3</td>
</tr>
<tr>
<td>Fence (paid)</td>
<td>1</td>
</tr>
<tr>
<td>CAMA permits/exemptions</td>
<td>1</td>
</tr>
<tr>
<td>Electrical T-Pole</td>
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</tr>
<tr>
<td>Electrical Final</td>
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</tr>
<tr>
<td>Foundation/Piling Survey</td>
<td>1</td>
</tr>
<tr>
<td>Certificate of Occupancy</td>
<td>1</td>
</tr>
<tr>
<td>Certificate of Compliance</td>
<td>2</td>
</tr>
</tbody>
</table>

| Building Inspections                           |       |
| Building Inspections                           | 42    |
| Building Plan Review                           | 14    |

| Planning and Zoning                            |       |
| Zoning Inspection                              | 5     |
| Zoning Plan Review                             | 19    |

| Code Enforcement                               |       |
| Received/Reported Complaints                   | 8     |
| Resolved Complaints                            | 2     |
| Investigations Researched                      | 8     |
| Violation Letters                              | 6     |

| Brenda                                         |       |
| Phone Calls Received                           | 38    |

**Code Enforcement:**
- 11 reported cases of short-term rental violations this week.
- Received a complaint of tall grass/weeds and a fence in need of repair on Clarendon Ave.
- Complaint of a children’s above ground pool on Spartanburg Avenue.
- Several older cases were brought into full compliance.

**Administration:**
- Completed scanning historical CUP and subdivision folders into a digital format.
- Covering phone calls/voicemail: averaging 115 per week

**ZONING:**

<table>
<thead>
<tr>
<th>Agenda Items/Meeting Dates</th>
<th>Status</th>
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<tbody>
<tr>
<td>TRC Meeting</td>
<td>May 4th – staff will review proposed development on Lake Dr. and short-term rental regulations.</td>
</tr>
<tr>
<td>Planning &amp; Zoning Commission</td>
<td>May 14th – discuss short-term rental registration program</td>
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</tbody>
</table>
Building Finals:
- Wheel fun Rentals and the Fudge Boat Damage Repair
- A+ Nail expansion for a smoothie business.

- Staff has developed a draft short-term rental (STR) ordinance and investigated several communities’ methods for handling them
  - Nags Head and Wilmington ordinances have been the main resource for local ordinance comparisons
  - Raleigh and Asheville were also researched
  - There are a variety of regulations depending upon the community and fees vary substantially too.
- Ordinance updates and other projects:
  - Sign Ordinance update
  - Stormwater/Tree Ordinance research
  - 160D update for State Statutes
    - Adoption date may be shifted from January 1, 2021 due to Covid19
  - Zoning Ordinance Updates review
- Cityworks
  - Inspections have been configured for Residential permits:
    - Fill/grade/clear
    - Driveway/Hardscaping
    - Demo
    - House Moving
    - Fence
    - Swimming Pool
    - Accessory Structure
    - Beach Access/Walkway
    - New Construction
    - Additions
    - Renovation/Repairs
  - Data is being compiled from the county’s resources to create a database and map of existing STRs
    - Will be used in future organization of STRs, should the Town adopt an ordinance

PARKING/FREEMAN PARK:
- **Freeman Park** - currently closed to vehicular traffic due to COVID-19.
- **Revenue** for parking has slowly begun as meters have been activated and beach access locations have been re-opened.
- **Parking Meters** - have been activated; some required battery replacement and repairs (completed); new meters ready to install, waiting on payment/info stickers.
- **Lots** - closed to public due to COVID-19; possible openings of select lots announced 5/1.
**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 MTU's.
- Repaired leaking 2” water service.
- Clean Collection Sewer System.

**W/S Administration/Billing/Customer Service:**
- Applied mail and lockbox payments to account (everyday)
- Processed A/R box and online payments (everyday)
- Processed T2 Parking Decal requests:
  - Total online requests received: 168
  - Total not approved: 110
  - Total approved: 56
  - Total paid: 53
  - Merged 205 accounts
- 11 new accounts established in FMS
- Processed 8 permit payments
- Created 1 account in FMS for planning
- 11 billing adjustments
- Process manual reads-1607
- Processed bills for April 4671 total, 1333 emailed, 3338 printed and mailed

**Public Works:**

**Canal Drive Flooding:** Tidal flooding related to the full moon is projected along Canal drive beginning Monday/Tuesday. Staff will be monitoring and taking actions as needed, per protocol.
Parking Expansion and Preparation: Public Works staff completed the installation of tire all stops in the newly leased parking area on Carolina Beach Avenue - North / Pelican. Installation of updates signage will be completed Monday.

Boardwalk Improvements: PW Staff continued to make improvements to the boardwalk area in preparation for the Summer months. They are preparing, sealing and painting all manholes, catch basin grates, meter and valve covers. Professional pressure washing is scheduled for the next week along with concreting of the stone areas near the new planters at the gazebo. Stormwater staff completed construction of an improved infiltration system to accommodate runoff from the public showers. Contractor will be installing sod in foot traffic prone areas as well as pressure washing the concrete surfaces and installing the overhead hanging baskets.

Environmental:

**Beach Front**
- Removed several deceased birds
- Straightened #11, 13, 15, 25 & 27 lifeguard stands
- Opened up all beach accesses

**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
- Painting all manholes, water meter lids, clean out lids and shutoff valve covers
- Repaired handle on the door at private beach access
- Repaired 2 foot washes on the beach accesses

Signage
- Continued to straighten signs throughout town
- Continued installing new poles and stop signs in Zone 1
- Began installing new signage in all town parking lots
- Installed No Parking signs along Woody Hewett Ave.

Streets
- Repaired potholes throughout town
- Removed deceased animals from Lake Park Blvd.

Storm water:
- Continue improvements for storm water runoff for Parking Office parking lot.
- Vactor catch basins-19, clean 595' of stormwater lines, remove 70 cubic yards of debris and sediment.
- Maintenance of storm water system for 700 block of Columbia.
- Clean, perform maintenance, and repair 42 trash racks, grates, and orifices.