

Town of Indian Trail

Memo

To: Mayor & Town Council
From: Patrick N. Sadek P.E., Interim Town Manager
Report Date: 10-21-2017
Subject: Manager's Report 09-23-17 to 10-21-17



Boards & Committees

- **ABC:** Town requested add. contribution for UCSO. ABC Chair will present a nominee on **10/24/17**
- **BOA:** Meeting was held on **10/26/17**. SUP 2017-0025 Pressley Hospital was Approved on 9/28/17.
- **CRTPO-TCC:** Town staff attended the CRTPO-TCC meeting on **10/05/17**.
- **CRTPO - MPO:** Town staff attended the meeting on **10/18/17**.
- **Parks & Rec.:** Due to lack of membership, will operate temporarily under stake-holders format.
- **Planning:** Meeting was held on **10/17/17**. PB unanimously recommended approval of food truck ordinance.
- **Public Safety:** Meeting was held on **10/05/17**.
- **Storm-water:** Meeting will be held on **10/12/17**. Bylaws were discussed.
- **Transportation:** Meeting was canceled **10/03/17**. No Quorum.
- **Tree Board:** Unanimously recommended approval of the Auto Bell Carwash plan on 10/17/17.

Bonds & Sureties / Contracts

- **Bonds:**
 - **Brookhaven:** Bond Release pending street acceptance on 10/10/17 Town Council Meeting.
 - **Valvoline:** Landscaping Bond Release, approved by Planning 10/05/17.
 - **Walden Austin Village:** New Sureties – BMP forever bonds Phase I & II requested, Performance Bonds requested for Phase III (streets, SW, C&G, and W&S).
- **Contracts:**
 - **On-Call Emerg. Srvcs.:** Revising terms before execution.
 - **On-Call Surveying Srvcs.:** Lawrence & Associates. Executed.
 - **Labella & Assoc./USI:** executed a 30K agreement for Beacon Hills Storm-water study.
 - **Town Hall:** Network cabling is complete, Security & Surveillance is ongoing awaiting internet connectivity to Test and Inspect Installed Security Equipment),
 - **Audio Visual:** Construction Phase. Custom roller shades installed
 - **Cottage Creek Storm Drainage Improvements:** NTP was awarded on 10/2/2017. Construction phase.
 - **Stormwater Maintenance:** No bids received. Staff will repackaged the contract to attract contractors.
 - **UDO/Land Development Std. Manual:** Interviewed 2 consultants. selected Cole Jenest & Stone.
 - **Unionville/Sardis Roundabout:** Design Phase, Categorical Exclusions Completed and Approved.
 - **Greenway/US 74 Multiuse Path:** Selecting an alignment and developing a schedule.
 - **IT "Complete St."/Downtown Revitalization:** Planning/funding allocation Phase.
 - **Procurement Manual:** Completed by Town attorneys and under review by staff.

Finance

- **Sales Tax:** 07/17 sales tax came in at \$192,896, an 8.4% increase over 07/16 allotment of \$177,405.
- **Vendors:** Paid accurately/timely. Effective w/ the AP run of 09/21/17 all appropriations are charged to FY18.
- **Bank Accounts:** all are accurately reconciled.
- **Property & Liability Ins.:** secured for year beginning 09/16/17. Effective price increase by 2.4%.
- **Audit:** Continue to work w/ our external COPA Audit, we expect our draft in October 2017.

- **Departments 1st Quarter Results:**
 - **Governing Body:** W/in budget.

- **Administration:** W/in budget. expenditures are 30K less than last year.
- **Finance:** W/in budget. Department consolidated.
- **Tax:** W/in budget. One budgeted full-time position will start in November, 2017.
- **Legal:** Optimistic that actions taken by Administration will ensure annual budget will be met.
- **HR:** W/in budget. Based on hiring lag and not hiring a part- time position.
- **Law Enforcement-:** W/in budget at. Anticipating a \$30,000 annual savings based on new contract.
- **Engineering:** W/in budget. Town Manager is handling two positions at present.
- **Solid Waste:** W/in budget. Transition to new company is on track.
- **Public Works:** W/in budget.
- **Planning & Zoning:** W/in budget.
- **Code Enforcement:** W/in budget.
- **Economic Development:** No monies yet expended. Budget remains at \$275,000K
- **Debt Service:** Tied to budget dollar for dollar.
- **Parks & Rec.:** W/in budget.
- **Powell Bill:** W/in budget.
- **Stormwater:** W/in budget.

Com.-Community Engagement

- **PIRs:** two (2) requests:
 - Mr. Michael Faulkenberry: requested copies of emails. Ongoing
 - Mrs. Branden Chopelas: requested employment related info. Ongoing. Partially completed.
- **News Releases:** for new mobile app and upcoming Parks & Rec. events
- **Website:** Maintenance efforts on website, including job applications portal and notification system
- **HOA's:** Worked w/ Holly Park on a handful of issues. Scheduled to meet w/ Colton Ridge for 10/10/17.
- **Grant Application:** Assisted P&R with grant application for bicycle playground
- Finalized approval of Apple mobile app, now available for download
- **Info. Tech.:** Addressed issues audio/visual and server room at new Town Hall.
- **Community Rooms Usage:** Worked with P&R to coordinate community room usage in new building
- **Events Promotions:** Art show, movie night, and Halloween event.
- **Residents' Inquiries:** various needs including: loose dogs, future developments, pot holes, trash service.
- **UC Chamber of Commerce:** Town Planning Director (Rox) along w/ staff from adjacent municipalities made a presentation regarding Town's future plans near the Monroe Expressway interchanges., Town's online permitting sys., and the upcoming Town Hall ribbon cutting. Chris Plate w/ Monroe-UC ED made a complimentary presentation regarding the importance of future non-residential development and high value residential to UC tax base.

Council / Clerk / Record Mgmt.

- **Meeting:** No meeting was held on 09-26-17. A meeting will be held on 10/10/17.
- **Record Management:** Research ordinances, resolutions, proclamations. Store files.
- **Meeting Minutes:** Prepared, reviewed, scanned, and stored open/closed sessions meeting minutes and agendas.
- **Ordinances:** Recorded ordinances # 266, 267, 268, 269, 270, and annexation #147 at ROD
- **Proclamation:** PANDA

Economic Development

- **UCED:** Town Manager met w/ Chris Plate' and discussed the Town's economic development program (participants, local developers, roles, process, strategies, promoting entrepreneurship, capturing new dollars, recruiting new facilities, marketing and recruiting tools, the need for a product, how a business location project happens, a typical project, and financial incentives
- **SVMP:** Met w/ Mr. Dennis Moser and shared TC's development concept review comments and discussed downtown revitalization and potential high density mixed-use projects.

- **Downtown Revitalization:** Met for the 2nd time w/ Mr./Mrs. Max & Amy Anthony, & Michael Newman and discussed sport facility alternatives and locations.
- **Towne Center:** Will schedule series of meeting early November.
- **Lemmond Site:** Met w/ DAVCO Properties and discussed land-use and current Transportation projects. Developer is very interested in building a Hotel and an apartment complex. Developer is willing to dedicate land for shared parking.

HR

- **Flu Shots:** Flu Shot Clinic for staff has been scheduled on 10-12-17 at 10:00 A.M.
- **Recruiting:**
 - a. Planning Admin. Assist. Over 225 applicants have applied. Phone interviews are in process.
 - b. Interviews are still being conducted for the part time Maintenance Tech. position.
- **Risk Management-**
 - a. Met w/ Cintas representative to discuss AED units and training for staff.
 - b. Began providing PW w/ weekly safety topics for discussion w/ staff.
- **Performance Mgmt.:** 2 employee performance reviews were completed for Town staff.
- **Training & Development-**
 - a. Town Manager attended “Development Finance Toolbox” course at the SOG;
 - b. Jason Tryon & Katy Keller attended NCPRA conference;
 - c. Marhonda Smith attended “Contracting for Construction & Design Service” at the SOG; and
 - d. Rox Burhans attended the NCAPA conference.
- **Personnel:** HR Director continues to work on completing Stay Interviews w/ staff looking for recommendations from staff on how to make the organization better and to learn where the challenges might exist.
- **Breast Cancer Awareness Month:** In honor of breast cancer awareness month, employees who donate a \$1.00, and wear pink, will be allowed to have casual Thursday’s. The funds raised will go to a local breast/health organization or breast cancer research and support. Pink treats and prevention tips/literature will be provided throughout the month.



Legal:

- **Town Council:** prepared for TC meeting. Telephone conversation w/ IOG regarding resignation of Mr. Wireman. Review interlocal REDA and draft correspondences regarding the same. Met w/ Town Manager and Parks & Rec. regarding ADA ball park.
- **New Town Hall:** Met w/ Project Team and their attorneys on 09/15/17. Disapproved CM @ Risk's proposal.
- **Admin.:** Reviewed text message policy. reviewed outstanding legal matters. Conducted research regarding the timing of councilman's resignation and the declaration of "vacancy" on TC.
- **Eng.:** Reviewed Edifice's full agreement document, COs from Creech, and asphalt CO remediation.
- **Procurement:** Completed the procurement manual.
- **Planning:** Met w/ Planning Dept. regarding zoning projects (Vet. Clinic, Sage Croft, Old Hickory Bus. Park, Azar property, Electronic Gaming). Interlocal agreement w/ Union County regarding "Secrets Area Plan".
- **Parks & Rec:** Met w/ staff regarding one park injury.
- **HR:** Met w/ HR regarding an old personnel issue.

Manager's Activities

- **Monroe Rd. Agency Unified Resolution:** Met w/ Stallings & Matthews Town Managers and received approval to develop a unified agreement.
- **NCDOT Crash Data:** Received data for Monroe Rd. will share results w/ TC on 10/24/17.
- **NCDOT–Chestnut Pkwy. Ownership:** Scheduled to meet w/ NCDOT on 10/24/17 to discuss road ownership.
- **Economic Development:**
- **Downtown Revitalization:** Working on conceptual design.
- **Halloween Event:** Assisted Park & Rec staff in handing out Candy
- **Town Hall:** Continue to Monitor progress of pavement repair, punch list, and furniture delivery. Scheduled the Ribbon Cutting Ceremony (12/01/17 at 6:00 PM).
- **Support:** Continue to provide support to TC, residents, HOA, consultants, Contractors, and staff.
- **Miracle Field:** The project will be under Town staff management and supervision.
- **Sage-Croft Develop.:** Working w/ Developer (Bob Bennet) to finalize necessary land swap docs. Received docs. Docs. Will be shared w/ TC on 10/24/17 for approval.

Park & Rec

- **Carolina Panthers Grant:** Received \$15K park facility improvement and /construction of turf field grant.
- **Events:** "Rogue One" movie was held on 08/18/17 at CS Park. Sponsored by "Movement Fitness Martial Arts". The night featured free Star Wars themed balloon art, free face painting, yard games, food truck and vendors. 3 demonstrations were given: "a forms demonstration", "a women's self-defense", and "a board breaking".
 - **Christmas Parade new route:** (IT Rd., Matthews IT, Chestnut Pkwy. Matthews IT, back on IT Rd.)
 - **Christmas Decoration:** planning on decorating several town properties/bldg. for the event.
 - **2018 events:** Identifying preliminary dates and preparing a surprise for next year's "Fun Day."
 - **Halloween Spooktacular:** Huge Success. 10/20/17. 59 bus./org. registered for the event. A photographer has been secured for the event free of charge in exchange for marketing her bus.
 - **UC Public Library:** has signed on for a story time.
 - **Christmas Parade:** Event application has been completed and will be sent out the 1st time next week.
- **Borrow Boxes:** designed for Crooked Creek Park near the Medium Game Shelter along with the Disc Golf Course to store discs, ping pong balls, bean bags, etc. boxes can be accessed by the Park users.
- **Programs:**
 - **UC 4-H Cooperative Ext. Summer Robotics Camp:** M-F 8:30 A.M. to 5:00 P.M. 11 boys participated. 1st summer camp that was completely full w/ a waiting list of 6 people.
 - **Cultural Arts Festival:** Working w/ local pageant society on a show as part of our event, to include: salsa instructions, 50's musicians, accordion artists, violinist, hip hop & swing dance.
 - **Senior field trip:** 1st was held on 08/25/2017. 6 had registered. Arts & historical presidents narrated a Tour of the Town of IT.
 - Exhibits: Planning Phase. Writers Exhibit, Hindenburg Exhibit, Meet-up groups & Pottery Show.
- **Patriots Day:** Planning for 2 tributes this year:

- Morning memorial at Crossing Paths Park. 8:00 A.M. to 10:00 A.M. FREE to citizens of all ages, elected officials to speak, 1st. responders, public safety personnel invited, flag lowering - Color guard to assist, National Anthem to be sung by Michelle Reese, and
- Rock activity-victim tribute: Evening Vigil, VFW Post 2423, 5:00 P.M. to 8:30 P.M., open to citizens of all ages, elected officials, 1st. responders, staff, public safety personnel, flag tributes, food trucks, patriotic DJ, Emcee, Tour VFW 9:00 to 11 Tower Monument
- **Other Stats:**
 - 46 athletic reservations were held at Crooked Creek & Chestnut Square Park in the last 2 wks.
 - \$5,658.00 was taken in through program registration, rentals and event registration.
 - One-day USSSA Softball/Baseball tournament – 20 teams (Aug 26-27)
 - Finalized the Fall Program guide that will go out to 16,00 homes w/in IT.
 - 1 sponsor (Charlotte International Tennis Academy) has been signed for the Spook Movie Night
 - 14 shelter rentals over the past 2 wks.
 - 6 new dog park passes.
 - 11 local students are interested in performing Hamilton in our CPP. This will be part of the new Theater group the Town will be offering
 - 11 participants in the Senior Program (shopping)
 - 12 attendees in the Writers Exhibit
- **Master Plan:** Staff continues to work on the plan with the consultant and preparing for the upcoming public meetings to take place on Nov. 1. A conference call was held between the consultant and staff to review the upcoming meeting.
- **Pottery Sale:** The town continues to reach out to key signature and is awaiting solo artist recommendation. Accordion Lou is going to perform at the event while Alpaca Demonstration are planned.
- **Paint IT PINK:** The Town partnered with the FireFighters for the Cure. Everyone at the event had fun painting brick art and participating in lawn activities and games.
- **Equipment:** Bought equip. for volleyball courts, resurfaced pitching mounds, new field maintenance equip. & SNAG golf.

Public Works - Maintenance

- **Streets:** Completed pothole repairs in Brandon Oaks.
- **Right-of-Way:** ongoing maintenance along several Town maintained roadways. Continues to transmit NCDOT maintenance inquiries to NCDOT (e.g. Rogers Rd., Unionville IT Rd., Sardis Rd and IT Rd.)
- **Dog Park:** New dog park equip. was ordered. Equip. was donated by Union West Rotary.
- **Bldg. & Grounds:** Routine maintenance at all Town facilities including hauling waste to landfills.
- **On-street Parking at CS Park:** Work will begin on 10/24/17.
- **Splash Pad:** Approved by UC. Work to begin on 10/27/17.
- **Town Hall Irrigation & Landscaping (town's Part):** Irrigation lines are being installed. Landscaping materials have been selected.
- **Street Wayfinding:** Final design and cost estimate to replace 4 existing signs.
- **Miracle Field:** Eagle Eng. is working on site design. Town staff will procure and manage construction.
- **Equip. Maintenance:** Preformed ongoing maintenance.
- **Street Maintenance:** Completed sidewalk repairs on Sentinel Drive.
- **R/W Maintenance:** Ongoing maintenance along several roadways. Continues to report to NCDOT maintenance inquiries.
- **Park Maintenance:** Routine maintenance at all park facilities. Met w/ Duke Energy about an ongoing power issues w/ the quad lights at CSP. Additional maintenance was completed at CSP.
- **Training:** Conducted weekly safety meeting. All full-time parks crew members and Field Operation Manager attended a day long (Free Class) in Charlotte at the Knights Stadium on field maintenance.

Solid Waste:

- **God Bless USA:** Continue to ensure highest level of service possible. During the past 4 weeks, there have been 37 service requests; 17 in week One, 20 in week two. Added 17 new customers in August. The past 2 weeks have been the 1st of 4 bulk pickups under the new contact.

Strategic Planning

- **Park Master Plan:** **Planning phase.**
- **Pocket Park Master Plan:** **Planning Phase.** Submitted a preliminary plan to TC.
- **Downtown Revitalization Master Plan:** **Planning Phase.** Working w/ the Ty-Par Group.
- **Chestnut Pkwy. Parking Master Plan:** **Prelim. Eng. Phase.**
- **Storm Drainage Improvement Master Plan:** **Prelim. Eng.**
- **Ped & Bike Master Plan:** **Planning Phase**
- **Traffic Congestion Mitigation Plan:** **Planning phase**
- **Secrets Shortcut Small Area Plan:** Interlocal Agreement w/ UC will be on the 11/14 TC agenda.

Storm Drainage Maintenance & Improvement Contracts/Studies (FY17/18):

- **1st Ave.:** Met w/ consultant and discussed phase I and land acquisition.
- **Beacon Hill Study:** **Awarded.**
- **IT Park Study:** Under-review.
- **Water Reclamation Study:** **Ongoing.**
- **Storm Drainage Sys. Phase I/Floodplain Maintenance/Bridge Culverts:** **Procurement Phase.**
- **Cottage Creek:** **Construction Phase**

Tax

- **Tax Collection:** Actively collecting current and delinquent taxes
 - Current Year Collection: 12%
 - Prior Year Collection: 13%
- **Record Retention:** Coordinating annual shredding (per adopted retention schedule)
- **Revenue Streams:** Researching various revenue streams

Town Hall Professional Services / Construction Contracts

- **Schedule:** Bldg. is 99% **complete**; parking lot substantial completion date is 11/13/17.
- **Furniture:** **Delivered.** Awaiting add. Community Rm. Chairs.
- **Architectural (Creech):** Construction mgmt. & design-during construction. Punchlist is **ongoing.**
- **CM at Risk (Edifice):** Pavement repair and landscaping are still **ongoing.**
- **Matthews IT Rd.:** intersection design (pavement marking) is ongoing.
- **Testing (Boyle):** Roadway testing at Matthews IT Rd. **Completed.**
- **Audio Visual:** Custom roller shades & dias completion.
- **IT (Network Cabling):** **Completed.**
- **Security & Surveillance:** Completed. Awaiting internet connectivity to test & inspect equip.
- **Internet/Phones:** **Completed.**
- **Moving Services:** **Ongoing.** Awaiting completion of interior punch List items.
- **Wayfinding:** **On-hold**; completion of furniture delivery.
- **Dumpster Pad:** Pending parking lot repair. **Onhold.**
- **Site Landscaping/Irrigation (Town Part):** irrigation is complete. Landscaping is **ongoing.**
- **Cleaning Svc. Contract:** **On-Hold.**
- **Floor Mat Contract:** **Purchased**

Training (Staff)

- **Parks:** Nat. Parks/Rec Conference: Jason Tryon scheduled to attend the nat. conference. **Completed**
- **Parks:** Nat. Parks/Rec Conference: Kate Keller scheduled to attend the nat. conference. **Completed**
- **Parks:** NC Parks & Rec Conference: Jason Tryon scheduled to attend the state conference.
- **Parks:** NC Parks & Rec Conference: William Carroll scheduled to attend the state conference.
- **Parks:** Nat. Recreation & Park Assoc. "Supervisory Mgmt." Katy Keller is scheduled to attend this course.
- **Parks:** Nat. Recreation & Park Assoc. "Special Event Mgmt." Hayden Kramer will attend this class.

- **Parks:** "Nat. Alliance for Youth Sports" certification. William Carroll is scheduled to attend this training course.
- **Parks:** NC Recreation & Park Assoc. State Conference. Susan Didier will attend this conference.
- **Finance:** Jim Wojtowicz. Is scheduled to attend "Budgeting for government" at the School of Gov.
- **Finance:** Rosemary Bernauer. Accounting & Auditing Update.
- **Finance:** Rosemary Bernauer Basic Local Government Contracting & Procurement
- **Engineering:** Todd Huntsinger is planning on taking the "Engineering-In-Training" exam.
- **Engineering:** Todd Huntsinger is scheduled to attend "NC Association of Floodplain Managers"
- **Engineering:** Adrian Moritz will attend the Storm Water BMP Inspection & Maintenance Certification course.
- **Engineering:** Marhonda Smith will attend two-part Procurement Certification training session. **Completed**
- **Engineering:** Dalton Pierce is planning on attending a "Storm Drainage Inspection" training course. **Completed**
- **Public Works:** APWA Conference: Adam Mclamb scheduled to attend the APWA conference.
- **Public Works:** APWA Conference: Mike Wright is scheduled to attend the APWA conference.
- **Public Works:** Field staff are scheduled to take "Flagging", "Safety", and "Pesticide" training.
- **Planning:** Meade Bradshaw, "Zoning Practice" training class in October. **Completed**
- **Planning:** Rox Burhans, Attend NC APA Conference **Completed**
- **Tax:** Mya Bailey is scheduled to attend "Fund. of Property Tax Collection", 10-03-17 to 10-05-17. **Completed**
- **Administration:** Patrick Sadek is scheduled to attend "Budgeting for Government" at the School of Gov.

Transportation Projects (FY17/18):

- **Monroe Expressway Rd Naming Project:** **Ongoing**. Will be on 11/14 TC agenda.
- **Chestnut Pkwy. Phase II:** **Planning phase**. Matthews IT Rd. to Gribble Rd.;
- **Chestnut Pkwy. Phase III:** **Environmental phase**/endanger species. Gribble Rd. to Monroe Rd.;
- **Resurfacing:** **Procurement phase**. Reviewing core sample data and visually inspect streets.
- **IT "Complete St.":** **Planning phase**. Included in the Transportation Improvement Program for funding (STIP).
- **Crack Pouring:** **Planning phase**; street selection process.
- **Pavement Marking:** **Planning phase**; street selection process.
- **Pavement Patching:** **Planning phase**; street selection process.
- **Raised Pave. Markers:** **Planning phase**; street selection process.
- **US 74 Multi-Use Trail:** **Planning phase**; ongoing; generating a project schedule.
- **S Fork CC Greenway Trail:** **Planning phase**; developing the alignment; generating a project schedule.
- **Stouts RR Siding Extension:** **Planning phase** (CSX).
- **Chestnut Sq. Park Pave. Marking:** **Construction Phase**.
- **Unionville/Sardis Rd. Roundabout:** **Design phase**.
- **Town Hall Ped & Bike Trail:** A trail between New and Old Town hall is under design.

ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION

Projects under review:

- **Annexation Projects:** Annexation of 5104 Strand Drive to construct 1 SF home
- **Rezoning Projects:**
 - Residential:**
 - *Bonterra*: Conversion of live-work units to conventional town homes in town center area
 - *5104 Strand Drive*: Rezoning from R-20 (Union Co) to SF-1
 - Non-residential:** No new submittals
 - **Conditional Zoning Projects:**
 - Administrative Amendment:**
 - Bonterra Phases 5-8 – Request for admin. amendment to Bonterra Phases 5-8 concept plan and architectural stds.
 - H&H Homes 2nd phase – 49 units located off of Waxhaw-Indian Trail Road.
 - New UDO Text Amendment Applications:**
 - Food Trucks: Amendment to UDO to permit food trucks in designated areas of the Town. Approved 10-17-17 PB.
 - Board of Adjustment Submittals:**
 - Variance – Request to install a residential gravel driveway instead of the UDO required concrete or asphalt

driveway. Location: 6920 Plainview Rd.

Site Plan/Plat Application:

- Residential: Bonterra Phase IV Map II Plat
- Non-Residential: None

Site Plan / Subdivision / Plat Projects

- **Bonterra Phase IV Map II Plat:** Recordation of 34 SF lots/ 2 open space lots on 14.15 ac. Eagle Engineering
- **Walden at Austin Village Phase III:** Recordation of 24 SF detached lots and 1 common open space lot on 5.95 ac. On Point Surveying
- **Berkshires/Old Hickory Lot # 11:** Eaton Av. Construction of a 20, 253 sq. ft. office/warehouse on 3.37 ac. Chris Hope
- **All Points Waste Svcs.:** Van Buren Av. Construction of a 16,292 sq. ft. bldg. on 5.2 ac. Design Resource Group.
- **Riverside Conc.:** Located on Tech. Dr. 8,500 sq. ft. Site plan flex bldg. located on 1.15 ac. Chris Hope.
- **Taco Bell SV:** Wesley Chapel Rd. Construction of a 2,100 sq.ft. restaurant on 1.29 ac. Jason Galloway.
- **Heritage Subdivision:** Located on Wesley Chapel Stouts Rd. A 316-lot SF subdivision. Kolter Land Partners Ongoing Mass grading. Engineering staff responded to blasting issues.
- **Southgate Phase I:** Intersection of Poplin Rd/Rocky River Rd. Site Plan review for 67 ac. site contemplating 124 SF lots and 52 Townhome lots. Eagle Eng.
- **Idlewild Commons Bus. Ctr.:** The Moser Group. Proposed Office/Flex Bldg. (2) totaling 22,000 sq. ft. of space. Adjacent to Food Lion and Beacon Hills.
- **Church of The Redeemer:** Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. Under review (2nd submittal)
- **Metrolina CA Track & Field:** Proposed track and field addition to the Metrolina CA complex. Mark Houle
- **SV Lot 17:** 7,500 sq. ft. multi-tenant bldg. at SVC shopping center (theater site). Overcash-Demmitt Architects.
- **Austin Village Office Bldg.** Proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- **Auto. Repair:** Gray Fox Rd. Construction of new 2,400 sq. ft. auto. repair bus. on 1.58 ac. HOJCO, LLC.
- **Plyler Rd Townhomes:** 35-lot alley-served townhomes. Next to former Genwove site. Will be submitting for plan modification to remove alleys and add more units. Eagle Eng.

Projects Under Development:

- **Shoppes at Hanfield Village Out Parcel #2:** Construction of a 4,775 sq. ft. medical office bldg. on 0.79 ac. Eagle Eng. Site grading is ongoing.
- **H&H Homes Cottages:** Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Grading is ongoing, stormwater features are stabilized.
- **Shops at SV Retail** (Harris Teeter ctr.): Site Plan for retail bldg. approx. 4,161 sq. ft. Interior of bldg. work is ongoing, and exterior is 90% complete.
- **Lidl Grocery Store:** Aspen Asset Group, LLC. Grocery Store w/ parking lot and future IT public roadway. At the corner of Unionville IT Rd. and Hwy. 74. Developer has started work on his grading-only permit. FEMA floodplain docs. under review for culvert redesign. Erosion control devices have been installed.
- **Bonterra Phase 4:** Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots. Eagle Eng. Mass grading, erosion control, and bldg. pad is complete.
- **Goins Family Company Addition:** A 6,500 sq. ft. addition to an exist. bldg. 1.36 ac. 2121 Unionville IT Rd. Crescent metal structures. Approved to construct but developer hasn't moved forward.
- **Union Grove:** Proposed 207-lot subdivision (approx. 68-ac. site) located on Unionville-IT Rd. across from the Ashe Croft neighborhood. Ongoing Construction in Phase I & II. ½ Phase II streets have been paved and C&G in place. Other ½ of phase II streets have a stone base.
- **Tsai Office:** Conversion of exist. house/residential structure into an office/retail use. Almost completed. Located at 307 S. IT Rd. (parcel 07108001A). Almost completed.
- **Shoppes at Hanfield Village:** Proposed construction for the Shoppes at Hanfield Village: 5 bldg. totaling 88,616 sq. ft. of commercial space. Arista Development. Bldg. interior is being constructed. Site internal roads are constructed and paved. BMPs is in permanent phase but not vegetated.
- **Walden at Austin Village:** 51 SF detached homes on approx. 16 ac. On the N side of Chestnut Ln., W of Potter

- Rd. Cox-Shepp Construction is ongoing homebuilding.
- **Harris Teeter Dist. Ctr. Parking:** Trailer parking expansion for distribution center. Storm-water pond upfit is complete. Installation of C&G & dolly pads. Ongoing construction.
 - **MCA Classroom & Family Life Ctr. Addition:** Metrolina Christian Academy. Replacing modular classrooms w/ a new free-standing bldg. Also expanding the Family Life Ctr. where the exist. 'tot lot' is located. Classroom bldg. is 6,656 Sq. ft. and Family Life Ctr. Bldg. is 15,400 Sq ft. Fine grading for bldg. pad.
 - **SVMC Bldg. 18:** 11,463 sq. ft. multi-tenant bldg. at SVMC ctr. (theater site). Project wrapping up.
 - **SVMC Bldg. 22:** 11,463 sq. ft. multi-tenant bldg. (theater site). Bldg. is 90% complete.
 - **Atlantic Pin Striping:** 8,000 sq. ft. vehicle pin striping and customization facility for semis and other lg. vehicles. 4108 Matthews IT Rd. Bldg. pad is poured w/ steel structure being erected.
 - **IT Elem. School:** 200 Education Dr. Eagle Eng. Project is 95% complete, awaiting request for final inspection.
 - **Double Radius Office Warehouse Conversion:** Conversion required additional parking. No change to bldg. footprint. Off Van Buren Ave. Peadon Finein Architecture, PLLC.
 - **Fieldstone Farms Subdivision:** Working with developer on street acceptance. Concrete repair is ongoing and pavement repair to begin once developer awards contract.
 - **Sheridan Subdivision:** Development has two (2) parcels left to build on plus the Amenity Area. Street repair is ongoing on Phase 1. Roadway improvements should start back up next week.

Number of New Businesses (2):

- **Roving Pedicures** (home occupation)
- **Ridgeline Merchants** (home occupation)

Weekly Report 09-22-17 to 10-17-17 (Permits)

Alarm	61
False Alarm	90
23Compliances	12
Zo7ning	23
Signs/Banners	7
New Project Reviews	11
Misc. Invoices	0

Weekly Report 09-22-17 to 10-21-17 (Code Enforcement)

Sign Banners Violations	43
New Nuisance Violations (i.e. Tall Grass, Junk, etc.)	32
Residential Zoning Compliance Inspections-New Construction	12
Violation Re-Inspections – Ordinance Compliance	49
Citizen Ordinance Education	84
Minimum Housing Inspections/Hearings	1
Property Lien Actions	3
Auto Violations (i.e. junk vehicles, etc.)	10
On Street Parking Violations	23
Notice of Violation or Written Warning	34
ZONES	1-7