

# Town of Indian Trail

## Memo



**To:** Mayor & Town Council  
**From:** Patrick N. Sadek P.E., Interim Town Manager  
**Report Date:** 11-04-17  
**Subject:** Manager's Report 10-24-17 to 11-04-17

### Boards & Committees

- **CRTPO:** Staff attended the past MPO meeting.
- **Planning Board:** Meeting scheduled for 11-21-17.
- **Storm-water:** Meeting was held on 10-12-17. Bylaws were discussed and Cottage Creek Project.
- **Transportation:** Meeting was canceled.
- **Public Safety:** Meeting was held on 11-03-17.
- **BOA:** Meeting held on 10/28/17 for a Variance the driveway paving requirements located at 6920 Plainview Road. The BOA denied the variance request.
- **The ABC Board:** Staff met w/ Board representatives and discussed increase in contribution.
- **Tree Board:** TB unanimously recommended approval of the Auto Bell Carwash plan at 10/17 meeting.
- **Parks & Rec.:** No meeting is schedule.

### Bonds & Sureties / Contracts

- **Bonds**
  - **Brookhaven Phase 4 Bond Release:** Pending Street Acceptance.
  - **Bonterra Phase III Bond Release** – Pending Street Acceptance and Application Submittal.
  - **Walden Austin Village New Sureties** – BMP forever bonds Phase I & II request On Hold, Performance Bonds requested for Phase III (Streets, Sidewalk, Curb/Gutter, and Water/Sewer).
- **Contracts**
  - **On-Call Emerg. Srvc.:** Revising terms before execution.
  - **On-Call Surveying Srvc.:** Lawrence and Associates Executed.
  - **UDO & Land Development Std. Update:** Evaluating 1<sup>st</sup> consultant's proposal.

### Com.-Community Engagement

- **ABC:** A meeting is scheduled on 11/08/17 @ 12:00 PM w/ the ABC Board to discuss budget & contributions.
- **Program:** The Planning/Eng. Dept. are organizing their "2017 Box City Program" at Sardis Elem. School. It educates 2<sup>nd</sup> grade students on the importance of town planning & Engineering.
- **Promotions:** Town's Breast Cancer Awareness news releases, social media posts and website activities. Park & Rec. Master Plan, new downtown parking areas, and upcoming Christmas decoration & Parade.
- **Town Hall:** finalized setting up the camera, information technology, and livestream systems. Coordinating Art & Historical Society's artifacts and displays.
- **Events:** Coordinating "Ribbon Cutting" Ceremony at Town Hall on 12/010/17. Coordinated major economic development discussion/proposals.
- **HOAs:** Worked w/ Holly Park, Ashcroft, Arbor Glen, and Cornerstone, on numerous issues including noise & vibration & leaf pickup.

### Fire:

- Council member Gary & Town Staff attended a meeting that was held at Stallings Fire Station. The meeting was organized by Chief Jonny Blythe to discuss the result of fire fee/tax studies.

### Council / Clerk / Record Mgmt.:

- **TC Meeting Minutes:** Processed docs. from 10-24-17 meeting. Completed 10-26 regular & closed session meeting minutes.
- **TC Meeting Agenda:** Began Agenda process for the 11-14 Town Council Agenda.
- **Notices:** Sent notice for Quorum for the 12/1 Ribbon Cutting.
- **Citizen Award for 4th qtr.:** Ordered.
- **Council Request:** Council Member Daniels requested copy of EDAC Minutes.
- **Mayor's signature:** On document – Easement for Crooked Creek.
- **Certificates:** Researched certificate of Sufficiency - How/What specifically is Clerk certifying.
- **Proclamation:** Mailed Domestic Violence Proclamation to Turning Point.
- **Old Records:** Reviewed old records for storage content.
- **Recording:** Recording of ordinances (269-270).

### ED

- **Fisher Textiles:** Led by UCED (Chris Plate'). An expansion project that has the potential to cement the company presence in Indian Trail for decades. The capital investment is approx. \$4,500,000 and the job creation is 5-10 over the next few years.
- **SVMP:** Met w/ the Developer's consultant Mr. John Ross and reviewed a prelim. conceptual plan of phase I. Both Developer & Consultant will present before Town Council on 11/14/17.
- **Downtown Revitalization:** Staff will schedule additional meeting w/ developers in early this months to continue the discussion.

### Finance / Tax/Revenue

- **Vendors:** Paid accurately/timely.
- **Bank Accounts:** All are accurately reconciled.
- **Audit: Received a draft copy from** COPA Audit. An update will be shared w/ Town Council on 11/14/17.
- **Taxes:** Actively collecting current & delinquent yr. taxes (current yr. collection is, 25% & prior yr. collection 15.5%)
- **Receivables:** Processed all receivables timely and in accordance with NCGS and Town procedure
- **Documentations:** Annual shredding per retention schedule completed 10/24/17
- **Fees:** Working on setting up Alarm Permit Fee invoicing & collection within the accounting software

### HR

- **Recruiting:**
  - Conducted 2 interviews for the Planning Admin. Assistant/Customer Service Representative position.
  - Part-time PW Maintenance Tech. position was filled by James Gregg (began working on 10/17/17.)
  - Part-time Program Assistant position within the Park and Recreation department was posted.
- **Performance Management:** Four employee performance reviews were completed for Town Staff.
- **Training & Development -** Town Manager & Finance Director attended "Budget in Local Government" at the NC School of Government. HR Director participated in a EAP work life services overview webinar.
- **Personnel -**
  - HR Director continues to work on completing Stay Interviews w/ staff looking for recommendations on how to make the organization better and to learn where the challenges might exist.
  - Continuing to work on updating the "Employee Personnel m Manual/Handbook."
- **Breast Cancer Awareness Month -** In honor of, emp. who donated a \$1.00, & wore pink, could have casual Thursday's. Emp. raised \$93 which was donated to the Firefighters for the Cure. Pink treats and prevention tips/literature were provided thru the month.
- **Risk Management -** Working on HR processes for new Town Hall opening (Emerg. Action Plan, Labor Law postings, processes & procedures for new bldg.)

### Legal:

- **Town Council:** Attended Town Council meeting on 10/24/17. Reviewed closed session meeting minutes.
- **New Town Hall:** Continue to assist staff in resolving the pavement repair issue.
- **Procurement:** Delivered a draft copy of the procurement manual for staff's review.

- **Planning:** Planning Dept. IT / Union Co. interlocal agreement for Monroe Expressway Study.
- PIRs: Reviewed PIR inquiry.
- **Personnel Issue:** Continue to assist staff in personnel related issues.
- **Resolutions:** Assisted the Town in reviewing a draft copy of the Old Monroe Rd. Widening Unified resolution.
- **Real Estate:** Assisted Staff in resolving a conflict w/ Publix Development and Old Monroe Road.

### Manager's Activities

- **Budget:** Preparing a FY17/18 update to TC on 12/14/17. Working on the FY18/19 format.
- **ABC Board:** Scheduled a meeting w/ the Board on 11/08/17 at 2:00 PM
- **Water Reclamation:** Reviewed the feasibility study. It is unpractical for Crooked Creek Park.
- **Downtown "Complete St.":** Setting up a computer to begin generating conceptual plans.
- **Town Hall:** Continuously inspecting the pavement repair activities.
- **Support:** Continue to provide support to Town Council, residents, HOAs, consultants, contractors, and staff.
- **Miracle Field:** Assisting Staff in developing a new concept for the field, ADA playground, and parking.
- **UCSO Service Contract:** Review and analyzed periodic reports provided by Captain Chase.
- **Design:** Designed Downtown on-street parking.
- **Sage-Croft Development:** Town Manager and the Planning Dept. have generated a 2<sup>nd</sup> round of Appraisal review comments and submitted back to the Developer for consideration.
- **NCDOT:** Reschedule the "Chestnut Pkwy Ownership" meeting until 11/17/17 at 2:00PM at the Division Office.
- **Training:** Joined the Finance Director in attending a "budget" training course at the School of Government.

### Public Works - Maintenance

- **On-street Parking at Chestnut Square Park:** Guiding the contractor to complete work along Blythe Drive, Matthews IT Rd & Chestnut Pkwy. Nelson Lemmond Dr. will be completed on 11/06/17.
- **Splash Pad:** Construction Phase. Targeted to be completed in early December.
- **Town Hall:** Landscaping & irrigation is ongoing. Landscaping materials have been selected and will be delivered 11/08/17.
- **Wayfinding:** Staff has selected a vendor to install 4 replacement signs along Indian Trail Rd.
- **Miracle Field:** Eagle Eng. is assisting the Town in generating project drawings.
- **Stormwater Contract:** Evaluating one quote.
- **Street Lights:**
  - Staff is working w/ residents in the Pondsides and Crismark Developments on street light request.
  - Staff has made several requests to Union Power & Duke Energy about lights that are out around Town.
- **Equip. Maintenance:** Performed routine maintenance.
- **Stormwater:** Completed several ranked storm-water projects including blowouts and catch basin repairs.
- **Streets:** Completed a pothole repairs along 3<sup>rd</sup> Av.
- **Right of Way Maintenance:** DPW staff performed ongoing maintenance along several Town maintained roadways. Staff continues to inform NCDOT of requests for maintenance along their right-of-ways.
- **Parks:** Performed routine maintenance at all park facilities.
- **Bldg. & Grounds:** performed routine maintenance at all Town facilities.
- **Training:** Conducted weekly safety meeting with all PW staff.

### Parks & Rec

- **Master Plan:** A stakeholder meeting was held on 11/01/17 w/ local bus. & org. leaders. These meetings were held to gather insight on current state as well as future desires for our parks & recreation spaces & offerings. Data will be compiled and published later this month.
- **Events:**
  - **Christmas Parade:** Applications were sent out on 10/26/17. Grand Marshall candidates will be recommended by the Rotary Club by 11/14/17 TC meeting. The event will feature the parade, bldg. & tree lights, holiday trackless train, pictures w/ Santa, sledding hill, holiday inflatables, games, cookies & crafts. The event will start at 4 PM.

- **Halloween Spooktacular:** surveys are being received from vendors. Vendors enjoyed the event and are interested in attending next year. Some suggestions were given by vendors that we will incorporate into next year's event.
- **Special Olympics:** The State Bounce Ball Tournament will take place at CCP from 11/03/17 to 11/05/17.
- **Equipment:** Bought equip. for volleyball courts, resurfacing pitching mounds, new field maintenance equipment and SNAG golf.
- **Marketing:** Constant Contact has been implemented. After sending an email for an upcoming program, we have already seen a direct impact of registrations. We will continue to send out upcoming events and programs as part of our marketing strategy.
- **Other Stats:**
  - 5 new dog park users (701 total dogs)
  - 21 Shelter Rentals
  - \$76,309 total revenue thus far for FY17/18
  - \$11,90950 Athletic Revenue for October
  - \$3,773 Athletic Revenue thus far for November
  - 25 users of athletic facilities from Oct. 16-31

#### Solid Waste:

- **God Bless USA (GBUSA):** Staff held a monthly meeting w/ the Contractor & discussed operation.

#### Strategic Planning

- **Park Master Plan:** A public/stakeholder hearing meeting was held this week.
- **Pocket Park Master Plan:** Planning Phase. Submitted a preliminary plan to TC. Sage-croft land swap is a prime example of the plan.
- **Downtown Revitalization Master Plan:** Planning Phase. Will schedule add. meetings w/ all stakeholders.
- **Chestnut Pkwy. Parking Master Plan:** Partially complete.
- **Storm Drainage Improvement Master Plan:** Planning Phase. ongoing.
- **Ped & Bike Master Plan:** Planning Phase. Ongoing.
- **Traffic Congestion Mitigation Plan:** Planning phase.
- **Secret Shortcut Small Area Plan:** Interlocal Agreement with UC will be on held on 11/14/17 TC agenda.

#### Storm Drainage Maintenance & Improvement Contracts / Studies:

- **1st Ave.:** Still reviewing proposal to finish up Phase 1 design.
- **Beacon Hill Study:** Surveying should be complete and will be submitted to engineer this week.
- **Water Reclamation Study:** Determined that water reclamation for Crooked Creek Park is not feasible.
- **Storm-water Maintenance Contract:** Evaluating a quote that was submitted by United Carolinas, Inc.:
  - Floodplain Cleaning: \$142,500
  - Catch Basing Cleaning: \$113,750
  - Bridges & Culverts: \$33,975
- **Cottage Creek Improvements:** Completed. A Walk thru w/ the Contractor is scheduled on 11/7/2017.
- **Indian Trail Park:** Awaiting a proposal from the consultant.

#### Town Hall Professional Services / Construction Contracts

- **Schedule:** Bldg.is 99% complete working on minor punch-list items. Civil site items work ongoing. Ribbon cutting ceremony is scheduled on 12/01/17.
- **Furniture:** Awaiting 4 tables and 35 chairs for the large Community Room and 22 Council Chamber Chairs.
- **Architectural (Creech):** Punch-list is ongoing.
- **CM at Risk (Edifice):** Pavement repair/landscaping are ongoing. Unsuitable soil/base under the pavement have been removed and replaced by suitable materials. Application of asphalt surface course is underway.
- **Security & Surveillance:** 99% complete, awaiting internet connectivity to test & inspect equip.
- **Moving Services:** scheduled on 12/02/17
- **Wayfinding:** A meeting has been scheduled at 2:30 PM on 11/08/17.
- **Dumpster Pad:** Pending parking lot repair

- **Site Landscaping/Irrigation (Town Part):** Ongoing
- **Cleaning Service Contract:** On-Hold.
- **Copier Contract:** Approved.
- **Outdoor Furniture:** Procurement Phase.
- **Blinds/Solar Shades:** Procurement Phase.
- **Civic & CAC Bldg. Appraisal:** Awaiting appraisal.

### Training (Staff)

- **Parks:** Nat. Parks/Rec Conference: Jason Tryon scheduled to attend the nat. conference.
- **Parks:** Nat. Parks/Rec Conference: Kate Keller scheduled to attend the nat. conference.
- **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. Attended "Budget for Local Government". **Completed**
- **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:** Adrian Moritz will attend the Storm Water BMP Inspection & Maintenance Certification course.
- **Engineering:** Marhonda Smith will attend two-part Procurement Certification training session.
- **Public Works:** APWA Conference: Adam Mclamb and Mike Wright planning to attend the APWA conference.
- **Public Works:** Field staff are scheduled to take "Flagging", "Safety", and "Pesticide" training.
- **Tax:** Mya Bailey is scheduled to attend "Fund. of Property Tax Collection", 10-03-17 to 10-05-17.
- **Administration:** Patrick Sadek. Attended "Budget for Local Government". **Completed**

### Transportation Projects (FY17/18):

- **Monroe Expressway Rd Naming Project:** Ongoing. Will be on 11/14/17 TC agenda.
- **Chestnut Pkwy. Phase II:** Planning phase. Matthews IT Rd. to Gribble Rd. Meeting w/ NCDOT on 11/17/17.
- **Chestnut Pkwy. Phase III:** Environmental phase. Gribble Rd. to Monroe Rd. Meeting w/ NCDOT on 11/17/17.
- **Resurfacing:** Procurement phase. Reviewing core sample data and visually inspect streets.
- **IT "Complete St.":** Planning phase. The computer has been purchased. Software is in testing phase. Conceptual plans soon.
- **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; 2<sup>nd</sup> field trip will be scheduled.
- **S Fork CC Greenway Trail:** Planning phase; 2<sup>nd</sup> field trip will be scheduled.
- **Stouts RR Siding Extension:** Planning phase (CSX). A grade separation is planned for both Chestnut Pkwy. Ext. and for Wesley Chapel Stouts Rd.
- **Chestnut Sq. Park Pave. Marking:** Construction Phase. 50% completed
- **Blythe Dr. Pavement Marking:** Completed
- **Unionville/Sardis Rd. Roundabout:** Design phase, Plans are at 75%. Met with UCPW to discuss potential utility conflicts. A meeting is scheduled w/ the real estate acquisition consultant on 11/13/17.

### ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION

#### Projects under review:

- **Annexation Projects:**
  - Annexation of 5104 Strand Drive to construct 1 SF home
  - Annexation of property located at 2316 Waxhaw-Indian Trail Road, H&H Homes Phase 2. Corresponds to H&H Homes Phase 2 conditional rezoning request.

- Brandon Oaks: Annexation of 3 single family residential lots along with portion of HOA maintained property.
- o **Rezoning Projects:**
- 1. Residential: Brandon Oaks: Rezoning 3 single family residential lots along with portion of HOA maintained property from R-20 to SF-4. Corresponding annexation project.
- 2. Non-residential:
  - No new submittals
- 3. Conditional Zoning Projects:
  - Wesley Chapel Stouts Road: Shoppes at Hanfield Village amendment
  - 2316 Waxhaw-Indian Trail Road, H&H Homes Phase 2. Proposed construction of 49 SF homes.
- o **New UDO Text Amendment Applications:**
  - Food Trucks: Amendment to UDO to permit food trucks in designated areas of the Town. 11/14/17 TC.
- o **Board of Adjustment Submittals:**
  - Special Use Permit – Strikers Soccer Complex. Located on Lot #1 in Old Hickory Business Park.
- o **Site Plan/Plat Application:**
  - Residential: None
  - Non-Residential: Figueroa Automotive Repair Shop

### Site Plan / Subdivision / Plat Projects

- o **Figueroa Auto Repair:** Hwy. 74. Construction of a 5,000 sq. ft. repair shop on 1.03 ac. Am. Architecture
- o **Union Grove Phase II Map I:** 95 SF lots & 5 common open space lots on 27.167 ac. Carolina Surveyors.
- o **Bonterra Phase IV Map II Plat:** Recordation of 34 SF lots & 2 open space lots on 14.15 ac. Eagle Eng.
- o **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
- o **Berkshires/Old Hickory Lot # 11:** Eaton Av. Construction of a 20, 253 sq. ft. office/warehouse on 3.37 ac. Chris Hope
- o **All Points Waste Svcs.:** Van Buren Av. Construction of a 16,292-sq. ft. bldg. on 5.2 ac Design Resource Group.
- o **Riverside Conc.:** Located on Tech. Dr. 8,500 sq. ft. site plan flex bldg. located on 1.15 ac. Chris Hope
- o **Taco Bell SV:** Wesley Chapel Rd. Construction of a 2,100-sq. ft. restaurant on 1.29 ac. Jason Galloway.
- o **Heritage Subdivision:** Located on Wesley Chapel Stouts Rd. A 316-lot SF subdivision.  
Applicant: Kolter Land Partners Ongoing Mass grading. Engineering staff responded to blasting issues.
- o **Southgate Phase 1:** Intersection of Poplin Rd & Rocky River Rd. Site plan review for a 67-ac. site contemplating 124-SF lots and 52-Townhome lots. Eagle Engineering.
- o **Idlewild Commons Bus. Ctr.:** Proposed Office/Flex Bldg. (2) totaling 22,000 sq. ft. of space. Moser Group. Adjacent to Food Lion and Beacon Hills.
- o **Church of The Redeemer:** Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. 2<sup>nd</sup> review.
- o **Metrolina CA Track & Field:** Proposed track and field addition to the Metrolina CA complex. Mark Houle
- o **SV Lot 17:** 7,500 sq. ft. multi-tenant bldg. at SVC shopping center (theater site). Overcash-Demmitt Architects.
- o **Austin Village Office Bldg.** Proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- o **Automotive Repair:** Gray Fox Road. Construction of new 2,400 sq. ft. automotive repair bus. on 1.58 ac. HOJCO, LLC.
- o **Plyler Rd. Townhomes:** 35-lot alley-served townhomes. Plyler Rd. next to former Genwove site. Modification application submitted to remove alleys and increase town home lots to 41. Community meetings scheduled for 11/9/17 in Civic Building. Planning Board will review application on 11/21. Eagle Engineering

### Projects Under Development:

- o **Shoppes at Hanfield Village Out Parcel #2:** Construction of a 4,775 sq. ft. medical office bldg. on 0.789 ac. Eagle Eng. Site has been graded but construction has not begun yet.
- o **H&H Homes Cottages:** Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Grubbing and grading are ongoing. Installation of temp. storm-water features is ongoing.
- o **Shops at SV Retail** (Harris Teeter center): Site Plan for retail bldg. approx. 4,161 sq. ft. Bldg. is 80% completed w/ interior construction ongoing.
- o **Lidl Grocery Store:** Aspen Asset Group, LLC. Grocery Store w/ parking lot and future IT public roadway. At

the corner of Unionville IT Rd & Hwy. 74. Developer has started work on his Grading Only permit. FEMA floodplain docs. under review for culvert redesign. Bldg. pad being constructed.

- o **Bonterra Phase IV:** Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots Applicant: Eagle Eng. Phase I streets are paved and 25 homes are being constructed.
- o **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.
- o **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. Half of Phase II's streets have been paved and curb/gutter in place. Other half of phase II streets have a stone base.
- o **Tsai Office:** Conversion of exist. house/residential structure into an office/retail use. Located at 307 S IT Rd. (parcel 07108001A). Almost completed.
- o **Shoppes at Hanfield Village:** Proposed construction for the Shoppes at Hanfield Village: 5 bldg. totaling 88,616 sq. ft. of commercial space. Arista Development. Publix portion of site has a temp. C/O in order to stock bldg. Additional bldgs. are erected but still under construction. internal roads are constructed & paved.
- o **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. Ongoing home bldg.
- o **Harris Teeter Dist. Ctr. Parking:** trailer parking expansion for distribution center. Storm-water pond upfit is complete. Installation of curb/gutter & dolly pads. Ongoing construction.
- o **MCA Classroom & Family Life Ctr. Add.:** 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. Foundation footers complete and underground infrastructure being installed.
- o **SV Commons Bldg. 18:** 11,463 sq. ft. multi-tenant bldg. at SV Commons shopping ctr. (theater site). Project wrapping up.
- o **SV Commons Bldg. 22:** 11,463 sq. ft. multi-tenant bldg. at SV shopping ctr. (theater site). Bldg. is 90% complete.
- o **Atlantic Pin striping:** 8,000 sq. ft. vehicle pin striping and customization facility for semis and other large vehicles. 4108 Matthews IT Rd. Bldg. pad is poured.
- o **IT Elem. School:** 200 Education Dr. Eagle Eng. Awaiting request for CO inspection.
- o **Double Radius Office Warehouse Conversion:** Conversion required add. parking. No change to bldg. footprint. Off Van Buren Ave. Peadon Finein Architecture, PLLC.
- o **Fieldstone Farms Subdivision:** Working w/ developer on street acceptance. Conc. repair is ongoing. pavement repair to begin once developer awards contract.
- o **Sheridan Subdivision:** Development has 2 parcels left to build on plus the Amenity Area. Street repair is ongoing on Phase I. Entrance road into subdivision is complete. Awaiting material testing data before finishing up phase map.

**Number of New Businesses (1):**

- o **Frutta Bowls, Sun Valley Commons :** Serves a variety of healthy food.

**Weekly Report 10-18-17 to 11-2-17 (Permits)**

Alarm	47
False Alarm	149
Compliances	3
Zo7ning	49
Signs/Banners	1
New Project Reviews	9
Misc. Invoices	3

**Weekly Report 10-18-17 to 11-1-17 (Code Enforcement)**

Sign Banners Violations	15
New Nuisance Violations (i.e. Tall Grass, Junk, etc.)	23

Residential Zoning Compliance Inspections-New Construction	5
Violation Re-Inspections – Ordinance Compliance	39
Citizen Ordinance Education	44
Minimum Housing Inspections/Hearings	3
Property Lien Actions	1
Auto Violations (i.e. junk vehicles, etc.)	11
On Street Parking Violations	13
Notice of Violation or Written Warning	21
ZONES	1,2,4, & 5

Generated by Town Manager Patrick N Sadek on 11/14/2017 at 6:42 PM.