

MANAGER' REPORT

To: Mayor & Town Council
From: Patrick N. Sadek P.E., Town Manager
Report Date: 10-03-18
Subject: Manager's Report



BOARDS & COMMITTEES

- ✚ **CRTPO/MPO:** Mr. Morse & the Town Manager attended the MPO meeting.
- ✚ **CRTPO/TCC:** Director of Engineering attended The TCC meeting.
- ✚ **Planning Board:** Meeting was held on 09-18-18. PB approved ZT 2018-0076.
- ✚ **Storm-water:** Met in September. Mr. Larry Miller was voted in as a Chair.
- ✚ **Transportation:** Meeting was not held in Aug. & Sep. due to Chair's resignation and to lack of quorum.
- ✚ **Board of Adjustment:** Met on 09/28/18.
- ✚ **ABC:** Met on 09/26/18.
- ✚ **Parks & Rec:** No meeting was held. Committee skipped one meeting.
- ✚ **Public Safety:** No meeting was held. No quorum.
- ✚ **UC Chamber of Commerce Public Policy:** Councilmember Mike Head & the Town Manager attended.
- ✚ **Reliable Transportation Network for Smart Growth:** Mr. Head & Mr. McIntyre, & Town Manager Attended.

BONDS & CONTRACT

- ✚ **Bonds:**
 - **Preventech:** working w/ Owner to updated BMP bond.
 - **Sheridan:** Moving forward w/ pursuing the ownership of all remaining bonds.
- ✚ **Contracts:**
 - **Town Hall Security:** Ongoing. Additional lobby door and push buttons will be added.
 - **UDO/LDSM Updating:** Ongoing, working w/ consultant & the attorneys to extend contract schedule.
 - **Veterans Memorial Garden:** Contract is executed. Awaiting shop drawings.
 - **Internal Contract/Certificate of Insurance Audit:** Complete.
 - **Old Town Hall Add. Bathroom:** Complete.
 - **1st Ave. Storm-water Improv. Phase I:** Parcels are purchased. Finalizing design for Phase I.

COMMUNICATION/COMMUNITY ENGAGEMENT


- ✚ **Storm:** Worked w/ staff, UC, & UCSD/Fire on providing emergency storm prep info. to community; worked during storm to get traffic/safety alerts to public.
- ✚ **Traffic Alert:** 1 post (about Chestnut Lane) was seen more than 130,000 times.
- ✚ **IT Needs:** worked
 - W/ IT service provider on staff-wide computer/server updates.

- To replace computer pieces damaged during storm. (2 monitor converters burned out).
- Began implementing new IT hardware/software budgeted for in FY18/19.


 **Marketing:**

- Worked w/ ED on marketing campaign discussions.
- Worked w/ P&R to promote movie & concert night & to help increase vendors/sponsors.


 **Training:** Completed FEMA Communication Course.


 **CRTPO:** Worked to encourage public participation in CRTPO road funding project, including reaching out to media & creating marketing materials.

 Updated website.


 **Misc.:** Worked w/ numerous HOAs on storm-water, solid waste, & road issues. Assisted Planning w/ promoting public hearing on Secret Shortcut SAP & on annexation docs. Worked w/ Town Engineering on publicity material for Storm-water.

ECONOMIC DEVELOPEMNT-Residential, Commercial, & Industrial (Rox Burhans & Todd Huntsinger)

 **SVMP:** On hold by the developer.

 **Downtown Revitalization:** “Towne Center” development (Apartments) is in planning/permitting phase.

 **Uptown Town Property:** Negotiating w/ potential developers.

 **Lemmond’s Property:** Apartment developer & hotel developer are scheduled to present before TC on 10/09/18.

 **SageCroft:** Developer has submitted before the Board of Adjustment & received approval.

 **Plyler Town Homes:** Approved. Construction to begin the week of 10/01/18.

 **Radiator Specialties:** Presented before TC. Approved by the PB.

 **Park Meadows Phase II:** Presented before TC.

 **Sun Valley Station:** Monroe Rd. Bowling Alley, Pet Smart, and Fitness Center presented before TC

 **Johnson Properties/Storage Facility:** On Hold.

ECONOMIC DEVELOPMENT - Retail

 **BCI Services**

 **The Moser Group**

 **Coca Cola Bottling Co. Consolidated**

 **Radiator Specialty Co.**

 **Radiator Specialty Co.**


 **AJ Family Restaurant**


 **Davco Properties**

 **Carolina Commercial**

 **New Forum Partners**

FINANCE / REVENUE / TAX COLLECTION

 **Vendors:** All have been paid timely & accurately.

 **NC Vendor Portal:** Reactivated the portal, thus, allowing for \$50,000 grant from the NC Dept. of Commerce. Grant application was submitted on 10/02/18 (grant for our downtown revitalization.)

 **Bank Accounts:** All have been reconciled accurately. (Total cash @ 8/31/2018 =

\$26,209,210).

- ✚ **Interest Income:** Continue to analyze & review interest income; Reinvested old CD to earn better interest. Investment interest income for the month of August= \$37,368.
- ✚ **Dash Board:** The August monthly dash board has been completed & posted on our website.
- ✚ **FY18/19 Budget:** Continue to comply w/ LGC's budgeting requirement, completed certain "School of Gov." concepts/ratios, and we are favorable to our town counterparts.
- ✚ **Support:** identify quantified/addressed FY18/19 projects. Continue to provide financial support to all depts.
- ✚ **Audit:** is nearing completion. On 09/27/18 we officially did our year-end close for the FY17/18 year (our positive projections have held up).
- ✚ **Meetings:** Scheduled w/ all depts. heads to review their annual budget to actual results for 1st quarter of FY18/19 to ensure budget compliance.
- ✚ **Storm-water meeting:** Finance Director & Town Manager will continue attending all Storm-water committee meetings.
- ✚ **Receivables:** All are posted & current.
- ✚ **Powell Bill:** Received our 1st annual installments (\$430,901.89, represents a 1% increase over prior year).
- ✚ **Debt service:** For the 1st time IT, paying down debt early. Moving forward w/ paying off a debt (old town hall loan) 4 years early thus saving our taxpayers interest expense that would have been due thru 2022.
- ✚ **Hurricane Florence:** Partnered w/ UC Dept. of Emergency Srvcs. to ensure our towns residents receive financial support due to flooding of their homes.
- ✚ **ABC:** On 09/27/18 The Town received the final installment form our ABC board. Total annual revenue is \$325,500; Previous contribution never exceeded \$100,000 since the inception of the ABC store back to 2010.
- ✚ **Insurance:** Assisted w/ securing the town's annual property & liability policy
- ✚ **Fire funding:** Continue to work w/ the Town Manager on Fire tax/fee funding options. A meeting is scheduled on 10/03/2018 to discuss fire tax/fee options.

HUMAN RESOURCES

- ✚ **Recruiting:**
 - **Brian Adlerstein** : began his employment as our Roadway Engineer on 08/27/18.
 - **Devarious Christian** : began his employment as a full time Parks & Rec Specialist on 08/16/18.
 - **Planner Position** : Final interviews are currently in process for the vacant Planner position.
 - **PW Full-time Maintenance Tech** : Continuing to receive applications.
 - **Civil Engineer/Contracts Admin** : Interviewing.
 - **Part Time Athletic Assistants** : Leslie Benitez & Taziya Moody were hired.
- ✚ **Personnel:** Health coaching sessions w/ Novant Health were held on 09/08/18. Employees who participated received a 30-minute one-on-one health coaching from a licensed RN. An onsite Flu shot clinic has been scheduled for 10/22/18 for staff. An employee lunch was provided for staff on 09/07/18.
- ✚ **Risk Management:** Worked w/ the Finance Dept. to complete our workers comp. audit for FY17/18.
- ✚ **Performance Mgmt.:** Josh Campbell, Mike Wright & Ryan Kiker's performance reviews were completed.

- ✚ **Training:** Customer Service training presented by the Employer's Assoc. has been scheduled for 10/17/18. The training will be facilitated at Town Hall. 20 staff members will be attending.

LEGAL

- ✚ **PIRs:** Continues to assist w/ PIR inquiries and w/ reviewing & monitoring PIRs'.
- ✚ **Other Services:** Continue to provide routine services to staff and TC

MANAGER'S ADD. ACTIVITIES

- ✚ **New Businesses Grand Openings:** Visited "Kaizoku Japanese Cuisine"
- ✚ **Policies:** Councilmember Morse & TM Re-established Town Committee Bylaws.
- ✚ **Town / NCDOT Projects:** Continue to negotiate & share info. w/ NCDOT.
- ✚ **Support to Staff:** Finance, Engineering, Planning, Pars & Rec, Public Works, & HR.
- ✚ **Strategic Plans:** Continue to review UDO, Land Develop. Manual, Annexation plans, & Park Master Plan.
- ✚ **Meetings:** Met w/
 - Sterling - Multifamily Apartments on the Lemmond property
 - A Hotel Developer - Hospitality on the Lemmond property
 - The Moser Group - Radiator (Light Industrial), Market Common Station (Sport/Commercial), Town Property (Retail, multifamily)
 - Selwyn Group - Radiator Specialties Buildings (light industrial/Industrial)
 - MI Homes - The Haney property (single family/multifamily)
 - Scheduled to attend UC fire tax/fee options on 10/03/18.
- ✚ **Recruitment:** Interviewed one Roadway Engineer. Introduced to 2 Planning candidates.
- ✚ **Town Events:** Attended one concert & one movie.

PARKS & RECREATION

- ✚ **Programs**
 - **Senior Coffee & Cards:** Seniors participated in social gathering & games.
 - **Mini Chefs & Crafty Kids:** Nat. Pizza Day for Mini Chefs, & Nat. Pirates Day for Crafty Kids.
 - **Marketing:** Created a report that focuses impact on IT's Parks & Rec to show benefits of sponsors' support.
 - **Field Trip Series:** 10 seniors were taken to the Charlotte Greek Festival.
 - **LEARN IT:** Free Painting Class for 55+ - 20 participants.
 - **Monday Mahjong Class:** for 55+. Every Monday in September.
 - **Active Aging Week:** IT Teamed up w/ Monroe for "Active Aging week" and hosted 15 Seniors at CC park on 09/27/18. Outdoor fitness equip., outdoor games and walking the trails.
 - **Meet the Author:** By the UC Writers club. Various authors
- ✚ **Staff Reports**
 - Worked with the liaison from the NFL Players Association to host a function in Crooked Creek Park.
 - Secured key marketing milestones and outreach updates with Hayden on upcoming event releases
 - **Shelter Rental:** 61.
 - **Recruitment:** Interviewed candidates for the part time park assistant position that

will be filled soon

- **Fall Program:** Guide to all elementary schools and several local businesses
- **Monroe Parks & Rec:** Held a meeting to enhance involvement w/ the NC Senior Games.
- **Town Hall Community Rooms:** continue to be used by a variety of organizations.

✚ Special Events

- **Hits After Six:** T80's music concert was held on 09/20/18 at Crossing Paths Park. The concert featured Kids in America - an 80's cover band. Sponsored by GBUSA/Waste Connections. BBQ food truck, cold beer, giant yard games, face painting, bounce house, Raffle off t-shirts.
- **Night Flicks (Movie Series):** Held On 09/28/18 at CS Park (Toy Story). Sponsored by Pleasant Plains Dentistry. We look forward to working with them in the future. The series sponsor loved what we were able to do for them and we anticipate them signing on for next year.
- **Nonprofits:** Provide food service an event. Nonprofits assisted in marketing. Groups that expressed interest are schools, Xcel to Fitness, & the Boy Scouts. Will target youth groups.

✚ Upcoming Events-

- **Fall Festival:** 10/06/18 at Chestnut Square Park. Approx. 50 vendors, live music, games, rides, food and contests.
- **5K:** 10/13/18 starting & finishing at CS Park. Partnering w/ Firefighters for the cure.
- **Halloween Spookatacular:** 10/19/18 at CS Park. Approx. 48 local vendors, anticipating large crowd

✚ Athletics

- 16 total users - reservations (tennis court, volleyball court, or multipurpose fields).
- 11 total users - weeknight reservations for practices at Crooked Creek Park.
- Athletic Revenue (08/20/18 to 09/30/18):
CS Park: \$5,714.50
CC Park: \$9,465.25
Tournaments: \$5,800.00
Total: \$20,979.75

✚ New Fall Tournaments

- **Disc Fall Tournament:** 1st ever in Indian trail.
- **2018 Creekside Open:** presented by Innova Discs • \$30/Participant. The 2018 Creekside Open is the 1st disc golf tournament hosted at Creekside Disc Golf Course. 2 rounds of Disc Golf, lunch, & participant bags.
- **IT 2v2 COED Sand Volleyball:** Compete in a 1-day double elimination Sand Volleyball. Overall winners receive a prize.

✚ **Park Master Plan:** Draft is Under Review.

PUBLIC WORKS

✚ Town Hall:

- Ongoing bldg. maintenance & cleaning.
- Working w/ Edifice on all outstanding punch list items.
- Grounds were cut & trimmed.

✚ Town Hall Security:

- Completed the add. of 2 cameras in the downstairs hallway (**Completed**).
- Working w/ 2 vendors to make the final security upgraded to the building.

- ✚ **Veterans Memorial Garden:** Staff has signed a contract w/ one contractor to complete this work. A construction meeting will be held the 1st week of October
- ✚ **Old Town Hall:**
 - 2 add. bathrooms have been **completed**.
 - Coordinated the move of UCSO to the newly remodeled bldg.
 - Finalizing the new parking lot design.
- ✚ **Up-Town Trail:**
 - Grading of the trail has been **completed**.
 - Designing the trail lighting system.
- ✚ **Park Maintenance:** Routine maintenance at all park facilities to keep the fields in the best shape possible.
- ✚ **Bldgs. & Grounds Maintenance:** Routine maintenance at all Town properties and facilities.
- ✚ **Storm-water Maintenance:**
 - Prepared for Hurricane Florence.
 - Completed a dozen of minor storm-water project.
 - Removed approx. 10 dump truck loads of storm debris.
 - Performed culvert inspection throughout Town to insure the safety of the traveling public.
- ✚ **Right-of-Way Maintenance:** Staff has completed repairs to the sidewalk Callonwood, Brookhaven and Bent Creek (**Completed**).
- ✚ **Sign Inventory:** Staff continues to conduct this survey.
- ✚ **Fleet Maintenance:**
 - Completed scheduling several for all vehicles w/in the fleet (**Completed**).
 - Procured & Received a new dump truck.
- ✚ **Grease Trap at CCP:** Working on installing a grease trap at CC Park. Redesigned by staff. Saving of approx. \$15k. Scheduled to be completed w/in the next several weeks.
- ✚ **Splash Pad:** Closed for the season.
- ✚ **Hiring:** Looking to hire on add. FT PW construction employee.

SOLID WASTE

- ✚ **God Bless USA (GBUSA):**
 - 111 add. requests w/in tracEZ over the last four weeks.
 - G.B.USA staff has been assisting in storm clean up around Town.
 - Staff is working on the yearly report to the State. (**Completed**)

STORM DRAINAGE MAINTENANCE & IMPROVEMENTS CONTRACTS/STUDIES

- ✚ **1ST Ave.:** Permit is completed. Moving forward w/ updating initial design of the detention facility and downstream channel.
- ✚ **Indian Trail Park:** Study proposal has been approved, firm should be beginning work soon.

STRATEGIC PLANNING

- ✚ **Future Rezoning Plan:** The plan lists all potential future rezoning parcels.
- ✚ **Park Master Plan:** Awaiting a copy of the final draft. Began planning CC Park Phase II.
- ✚ **Pocket Park Master Plan:** Discussion continues w/ a variety of developers interested in this concept.
- ✚ **Downtown Revitalization Master Plan:** Received Roadway survey. Preliminary Engineering Phase.

- ✚ **Parking Master Plan:**
 - Lemmond's Dr: Add. parking: Awaiting approval of the Lemmond's property development.
 - Old Town Hall Add. Parking: Design Phase.
- ✚ **Storm Drainage Improv. Master Plan:** Identifying Catch Basins & floodplain cleaning (Brandon Oaks).
- ✚ **Ped & Bike Master Plan:** Preliminary Eng. Phase (Multi-Use Trails).
- ✚ **Traffic Congestion Mitigation Plan:** Planning phase. Ongoing. Working w/ NCDOT. (e.g. Hwy. 74 Superstreet, Monroe Rd. Superstreet, Chest Parkway. Ext., Complete St., Sardis Roundabout, Wesley Chapel Widening, 2 Roundabouts at Gribble, Connection to Southfork, IT Rd. S. Signalized Intersection).
- ✚ **Secrest Shortcut Small Area Plan:** Planning Board recommended approval on 08/21/18. Public hearing held before TC on 09/25/18; approved by TC. Public hearing to be held by UCBC on 10/15/18.
- ✚ **Town Annexation Initiative:** Preparing public notice outreach strategy for annexation initiative.
- ✚ **UDO Update:** Continues to review draft work products parallel to Stewarts refinements of earlier work products. Coordinating w/ Town Attorneys regarding their feedback on approval processes/other elements.

TOWN CLERK

- ✚ **Town Council Meetings:**
 - Prepared Agenda, Documents, Presentation & Attended 8/28 Meeting
 - Prepared Meeting Snacks for Council Members for 8/28 Meeting
 - Attended 8/28 Regular Council Meeting
 - Prepared Agenda, Documents, Presentation & Attended 9/11 Meeting
 - Prepared Meeting Snacks for Council Members for 9/11 Meeting
 - Attended 9/11 Regular Council Meeting
- ✚ **Developers Meeting:**
- ✚ **Minutes:**
 - Completed 7/24 Minutes - Open and Closed Session
 - Completed draft 8/14 Closed Session Minutes
 - Began draft 8/14 Regular Meeting Minutes
 - Scanned and updated Minutes, Ordinance, and Resolutions books with appropriate attachments
 - Updated all relevant directories for Minutes, Ordinances and Resolutions
 - Completed draft 8/14 Closed Session Minutes
 - Began draft 8/14 Regular Meeting Minutes
- ✚ **Ordinances, Resolutions, Proclamations & Policies:**
 - Forwarded a copy of the Miracle League Resolution to Mr. Drehs via Parks & Rec.
 - Finalized Resolution for LOC Draw regarding Sheridan Subdivision
 - Finalized Dust Ordinance
 - Prepared Proclamation for Constitution Day
 - Prepared two New Business Certificates: Your GGs Kitchen; Kaizoku Japanese Cuisine
 - Prepared Certificate for Resident's birthday - Ezekiel's 1st Birthday
 - Located Ordinance for Property at 100 Navajo Road for Administration
 - Prepared State of Emergency at Mayor's Request for Administration
- ✚ **Communication:**

- Forwarded Executed Resolution for Sheridan/LOC Draw to Planning and Attorney Wolter Forwarded
- Forwarded Executed Dust Ordinance to Planning and Attorney Wolter
- Communicated with Public Works Cemetery Issue involving placement of marker (Ms. Yandle)
- Communicated State of Emergency with Union County and Charlotte Observer

✚ Received

- Received Change of Notice for September ABC Meeting - Posted & Elec. Copy.
- Received latest Minutes for ABC Board - Recorded Electronically
- Updated info for B&C Master Roster - Chair & Vice Chair for PB
- Reviewed notification from Attorney Wolter regarding New **Laws**. Requires submission of Ordinance material by Dec. 1 to two state committees.
- Correspondence for Mayor and Council Members
- Processed Budget Amendments for Upcoming Board Packet from Finance

✚ Research & Requests:

- Located Street Acceptance from NCDOT for Park Road from 2011 for Engineering.
- Identified all Parcels annexed into the Town this past year for Tax.
- Researched four streets over a 2-year period for Tax: Loudon, Dunbarton, Emerson, Sedgewick **Roads**. No hits, roads may have been under different name per Ms. Gaddy.
- Transitioned By-Laws into Word and for all Boards & Committees for Town Manager.
- Created two new business recognition plaques: Austin Barnett Realty and Life & Legacy Funeral Creation.

✚ Other:

- Transferred all files saved in alternate directories to appropriate directories given unavailability of Clerk's directories during Town-wide Directory re-organization.

TOWN HALL PROFESSIONAL SERVICES

- ✚ **Schedule:** Bldg.is 100% **Complete**. working on minor punch-list items. Civil site punch list inspection was performed & report was submitted. Most items are completed.
- ✚ **Architectural (Creech):** Awaiting approval on O&M manuals & warranty language for certain items.
- ✚ **CM at Risk (Edifice):** Awaiting BMP to be put into permanent phase.
- ✚ **Security:** Installed 2 add. cameras.

TRAINING (Staff):

- ✚ **HR:** HR Director Cary Warner attended the NCSHRM conference on 09/24/18 **Completed**
- ✚ **Park & Rec:** Katy Keller, (NRPA). Full Scholarship (Young Prof. Fellowship), Served as a speaker
- ✚ **Park & Rec:** Jayson Tryon, (NRPA). Full Scholarship (Am. Academy of Park & Rec. Assoc.) Served as speakers. Katy was one of 4 recipients out of 300 that were recognized at the Best of the Best Ceremony for her Fellowship. Katy was also featured on the NRPA social media.
- ✚ **Planning:** Rox Burhans, NC American Planning Assoc. State Conference **Completed**
- ✚ **Planning:** Katie See, NC American Planning Association State Conference **Completed**

TRANSPORTATION PROJECTS

- ✚ Chestnut Pkwy. Phase II (Matthews IT Rd. to Gribble): Design Phase. NCDOT project.
- ✚ Chestnut Pkwy. Phase III (Gribble to Monroe Rd.): Design Phase. Reviewing updated proposal.
- ✚ Resurfacing: Ongoing.
- ✚ Multi-Use Path (Greenway/HWY 74): Preliminary survey is complete.
- ✚ IT Complete St: Preliminary survey is **completed** and staff has been working on initial design layout.
- ✚ Crack Pouring: Completed.
- ✚ Pavement Patching: Completed.
- ✚ Stouts RR Siding Extension: No update.
- ✚ Unionville-Sardis Church Roundabout: ROW Acquisition Phase. Evaluating RFLOIs from CEI firms.

ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION Projects under review:

- ✚ Annexation Projects:
 - Annexation # 151 4814 Rogers Rd.: Residential submittal to receive Town solid waste service.
- ✚ Zoning Map Amendment Projects:
 - Residential:
 - ZM 2018-0061 4814 Rogers Rd: Request to rezone from R-20 (UC) to SF-1 (IT) in conjunction w/ annexation request (ANX #151).
 - Non-Residential:
- ✚ Conditional Zoning Projects:
 - CZ 2018-0064 1706 Lawyers Rd: Request to rezone 5.57 ac. from SF-1 to L-I in order to use rear portion of property into storage facility for equip.
 - CZ 2016-0018M2 Wesley Chapel Stouts Rd: Shoppes at Hanfield Village amendment.
- ✚ UDO Text Amendment Applications
 - TA 2018-0076: Radiator Specialty: Request to amend permitted uses in Light-Industrial, Village Overlay District
- ✚ Special Use Permit
 - Sagecroft Townhomes. 103 townhome units previously approved in 2007. A condition on the Special Use Permit requires this portion of the permit to be reheard before the Board of Adjustment when a developer was selected. Century Communities.
 - Potter Rd Townhomes. Construction of 83 townhome units on 9.8 ac. Lucas-Foreman Incorporated
- ✚ Site Plan/Plat Application:
 - Residential:
 - Non-Residential:
- ✚ Site Plan/ Subdivision/ Plat Projects
 - Valley Commons Bus.: Radiator Rd. Construction of 7 warehouse bldgs.. on 47 ac. Eagle Eng.
 - Crismark Apts.: Sketch Plan. Crismark Drive. 150 apartment units on 15 acres.

- Crismark Properties.
- [Meck. Swim Academy](#): Chestnut Pkwy. 13,000 sq. ft. aquatic cntr. Urban Design Partners
- [Meck. Swim Academy Subdivision](#): Chestnut Parkway. Subdivision of a 4.87 ac. parcel into 3 lots.
- [3808 Smith Farm Rd.:](#) An Easement plat for a driveway on 3.446 acres. Phoenix Land Surveying
- [All Points](#): Construction of a 23,830 sq. ft. waste services facility on 11.7 ac. Cummings Construction.
- [Ride Now Motors](#): US Highway 74. 20,160 square foot light industrial building on 5.5 acres. Eagle Engineering.
- [Independence Point](#): US Hwy. 74. 9,800 sq. ft. retail bldg. on 1.84 ac. Eagle Eng.
- [Heritage Phase 3 Plat](#): Recordation of 22 lots. Kolter Land Partners
- [Heritage Phase 2 Plat](#): Recordation of 14 lots. Kolter Land Partners
- [Heritage Phases 9 & 10 Subdivision](#): Wesley Chapel Stouts. Proposed 79 lots on 9.5 ac. Kolter Land Partners
- [RT Storage](#): Cannon Dr. An RV/Boat storage area on .876 ac. Rick Turner
- [Heritage Funeral](#): Matthews IT Rd. Parking lot expansion. Chris Hope
- [Strikers Soccer Complex](#): Stinson-Hartis Rd. A soccer complex on 6 ac. Woodbine Design, P.C.
- [Autobell Car Wash](#): Old Monroe Rd. 23,724 sq. ft. vehicular surface expansion. Blue Ridge Eng.
- [Figueroa Auto Repair](#): Hwy 74. Construction of a 5,000 sq. ft. repair shop on 1.03 ac. Am. Architecture.
- [Riverside Conc.:](#) 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.
- [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. Met w/ potential future buyer of town home & SF home sections to discuss architecture. This would be a new builder in our community.
- [Automotive Repair](#): Gray Fox Rd. Construction of new 2,400 sq. ft. auto repair bus. on 1.58 ac.

Projects Under Development:


- [Pressly Animal Hospital](#): Chestnut Ln. 4,000 sq. ft. veterinary office on 2.86 acres. Foxx Construction. Active grading operations are ongoing.
- [Church of The Redeemer](#): Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. 2nd review. Building has been erected, grading of site is completed, all erosion control is in place and in satisfactory condition.
- [Braeburn Subdivision](#): Faith Church Road. 365 single-family lots on 171.59 acres. ESP Associates. Perimeter of site is clear and erosion control is in place. Contractor is concentrating efforts on bridge crossing between Braeburn and Bonterra Phase 4.
- [Austin Village Office Bldg.](#) Proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope. Plans have been approved, but developer has not moved forward on the project.

- [Plyler Townhomes](#): Plyler Rd. Subdivision of 41 townhome lots and 2 open space lots on 6.4 ac. Eagle Eng. Developer has not moved forward with the project.
- [Pure Power](#): Gray Fox Road. 18,125 square foot office/warehouse. Paul Woody Architect. Developer has cleared site.
- [Sun Valley Commons Lot 13](#): Construction of a 4,000 sq. ft. multi-tenant retail bldg. Eagle Eng. All Site has been graded and erosion control is installed.
- [All Points Waste](#): Eaton Avenue. Grading Only Permit Site has been cleared and graded. Erosion control has been completed.
- [Glenn Oaks Retail](#): Old Monroe Rd. 9,000 sq. ft. multitenant commercial bldg. Ty-Parr Realty. Structure is still being constructed.
- [PNG Southfork Enhancement](#): Plyler Rd. The construction of natural gas substation 2-ac. PNG, Work has been progressing and still schedule.
- [SVMC Lot 17](#): 7,500 sq. ft. multi-tenant bldg. (theater site). Overcash Demmitt Architects. Construction of building is on-going.
- [The Cottages at IT](#): Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Awaiting Home construction, developer has been told to fix erosion control.
- [Lidl Grocery Store](#): Aspen Asset Group, LLC. Grocery Store w/ parking lot & future IT public roadway. At the corner of Unionville IT Rd & Hwy. 74. TCO was granted and developer has implemented necessary bonding for the rest of outstanding items.
- [Bonterra Phase IV](#): Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots. Applicant: Eagle Eng. Homebuilding continues & asphalt installation on-going.
- [Goins Family Company Add.:](#) A 6,500 sq. ft. addition to an exist. Bldg. 1.36 ac. 2121 Unionville IT Rd. Crescent Metal Structures. Almost complete.
- [Union Grove](#): Proposed 207-lot subdivision (approx. 68-ac. site) on Unionville-IT Rd. across from the Ashe Croft neighborhood. Ongoing homebldg. in Phase II. BMPs have been remediated prior to tropical storm event, developer is repairing minor deficiencies
- [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.
- [MCA Classroom & Family Life Ctr. Add.:](#) completed. Final CO issued.
- [Atlantic Pin Striping](#): 8,000 sq. ft. pin striping & customization facility for semis & other lg. 4108 Matthews IT Rd. No activity since last report. Working with UCPW.
- [Fieldstone Farms Subdivision](#): Working w/ developer on street acceptance. Resurfacing of roadways has been completed but staff has gone out and did a final inspection of the site. Developer is still working on BMPs.
- [Sheridan Subdivision](#): Town is in the process of moving forward to request from surety company the developer's bonds
- [6529 Potter Rd](#): Minor subdivision of parcel from 1 to 2 lots. Phoenix Land Surveying, INC. Project is currently not active.
- [Arbors at Blanchard Farms](#): Roadway improvements are complete, other punch list items are on-going.
- [Heritage Subdivision](#): Roadway work in Phase 1 & 2 completed. Contractor working on Phase 3 roads. Town continues monitoring dust control.
- [Fisher Textiles](#): Matthews IT Rd. A 50,750 sq. ft. add. to an exist. warehouse. Building pad is being prepped to be poured.
- [Hojco Automotive](#): Gray Fox Road. A 2400 sq. ft. building. Contractor continues


NCDOT roadway improvements. Developer has not moved forward with the project.

 **Number of New Businesses II:**

- [Insituform Technologies, LLC](#): Underground utility company office in Old Hickory Bus. Park.
- [Organic Touch NC](#): Massage & bodywork therapy. 308 Unionville-IT Rd.

 **Weekly Report 07/06/18 to 07/31/18 (Permits)**

- Compliances 20
- Zoning 52
- Signs/Banners 4
- New Project Reviews 8

 **Weekly Report 09/01/18 to 09/26/18 (Code Enforcement)**

- Illegal Signs 4
- Notices of Violations 6
- Final Zoning Compliance - SF 11
- Follow Up Inspections 115
- Citizen Ordinance Inspections 72
- Min. Housing Inspections/Hearings 2
- Property Lien Actions 2
- On-Street Parking Violations 20
- On-Street Parking Citations N/A

 **Miscellaneous**

- [Zoning Map Amendment Community Meetings](#):
 - None scheduled
- [Secret Short Cut Small Area Plan](#):
 - The draft plan was presented to the Indian Trail TC at September 25 meeting and approved.