

Manager's Biweekly Report

To: Mayor & Town Council
From: Patrick N. Sadek P.E., Town Manager
Report Date: 02/02/19
Subject: Manager's Biweekly Report



BOARDS & COMMITTEES (Council & Staff)

✚ CRTPO/MPO/TCC:

- Attended by Mr. Morse & Town Manager (MPO).
- Attended by Director of Eng. Mr. Huntsinger (TCC).

✚ Planning: No meeting was held. Meeting is scheduled for 02/19/31.

- Harper's Run townhome CZ
- Austin Village Harris Teeter Fuel Station CZ modification.

✚ Board of Adjustment: No meeting was held.

✚ Storm-water: No meeting was held.

✚ ABC: Attended by Councilmember Howe.

✚ Parks & Rec: No meeting was held.

✚ Reliable Transportation Sys. For Smart Growth: Held on 01/23/19. Attended by Mr. Head, Mr. Morse, & Town Manager.

✚ IT Complete St.: Met on 01/31/19, attended by Councilmember Morse.

✚ Bonterra Adjacent Developments: Met on 01/31/19. Attended by Mr. Cohn, Mr. McIntyre, & Mr. Head.

BONDS & CONTRACT (Mr. Todd Huntsinger)

✚ Bonds:

- **H & H Homes:** Still waiting for more info.
- **Sheridan:** Construction is scheduled to begin during paving season.
- **Union Grove:** Bonds will be released as soon as streets are accepted.
- **Walden @ Austin Village:** Requested release for water & sewer bonds for phases 1, 2, 3

✚ Contracts:

- **Town Hall Security:** Still waiting on additional hallway door & panic button equipment.
- **Sardis Rd. Roundabout:** Real estate acquisition is complete. Drafting construction contract.
- **IT Complete St:** Agreement w/ NCDOT is executed. Reviewing NCDOT right-of-way.
- **UDO/LDSM Updating:** Received finalized docs. from consultant. Planning staff is reviewing. Will be submitted to Legal for review & approval.
- **Park & Master Plan:** Final comments have been submitted to consultant.
- **Veterans Memorial Garden:** Work is targeted to start on 02/10/31 weather permits.
- **FY 17/18 Resurfacing Contract:** Work will begin during the paving season.
- **1st Ave. Storm-water Improv. Phase I:** Geotechnical work has been scheduled.
- **IT Park Drainage Study:** Staff comments have been generated & submitted to consultant.

COMMUNICATION/COMMUNITY ENGAGEMENT (Mr. Mike Parks)

✚ Public Relations

- Worked w/ staff on NFL Grassroots Foundation Program grant.

- Worked w/ staff on planning for Veterans Memorial Garden ceremony
- Worked w/ consultant on 1st round of designs for ED website.
- Filled PIR outstanding requests.
- Sent out press release to papers on Parade-winners event.
- Reached out to area consultants on market research/community survey.
- Worked w/ staff on final stages of annexation materials.
- Continued efforts on P&R program guide.
- Brief discussion with CATS about upcoming project.

✚ Website

- Posted video from TC meeting & New Business to social media & website.
- Created new webpage on local projects.
- Made changes to homepage of P&R dept.
- Worked w/ UC to add TC meetings to gov. channel.
- Worked to replace damaged HDMI port in Town Hall lg. Community Rm.

ED-Residential, Commercial, & Industrial (Town Manager, Mr. Todd Huntsinger, & Mr. Rox Burhans)

- ✚ **SVMP:** To be discussed w/ "The Moser Group" on 02/04/19 at 9:00 A.M.
- ✚ **Towne Center Apts.:** construction plans have been reviewed. Awaiting conceptual design for the commercial part.
- ✚ **Town Property:**
- ✚ **Lemmond's Property:** RE Agents continues marketing the parcel for a hotel & multifamily residential.
- ✚ **SageCroft Town Homes:** Developer has requested add. Property for a gravity sewer easement.
- ✚ **Wendy's:** Staff & Town Manager met w/ developer & approved site layout.
- ✚ **Plyler Town Homes:** Awaiting an update from the Developer.
- ✚ **Sun Valley Station:** Scheduled to meet w/ Developer on 02/03/19 at 9:00 A.M.
- ✚ **The Haney Develop.:** Awaiting a modified conceptual design from Developer.
- ✚ **Poplin Village Mixed-Use Develop.:** Received approval from both IT Planning Board & TC.
- ✚ **IT Town Property (Old Civic Center):** The offer was awarded to the lowest bidder "The Moser Group". Closing Phase. Future development shall comply w/ IT Downtown Master Plan.
- ✚ **Town Center/Pickle Ball:** Both Ty-Parr & Pickle Ball Developers are in negotiation.

ED - Retail (Mr. Gary Evans)

- ✚ **NFL Grassroot Foundation funding Program:** Submitted a section on Town ED.
- ✚ **Available Properties w/in Town:** in the process of generating a map of available properties throughout the Town to share w/ potential retailers.
- ✚ **NC House of Rep.:** Schedule a meeting w/ 2 reps. Mr. Greg Horn & Mr. Dean Arp to discuss ED in IT.
- ✚ **NC Senate:** Scheduled a meeting w/ Senator Todd Johnson to discuss ED opportunities in IT.
- ✚ **Meetings:**
 - Attended Chamber of Commerce Elected Officials meeting.
 - Met w/ a museum rep. & discussed relocation to Indian Trail.
- ✚ **Lemmond's Property:** Continue to work w/ potential Hotelier.

FINANCE & Tax (Mrs. Alicia Massey & Mr. Jim Wojtowicz)

- ✚ **NFL Grassroot Foundation funding Program:** Submitted a section on Town Financial standing.
- ✚ **Vendors:** All have been paid timely & accurately.
- ✚ **Bank Accounts:** All have been reconciled accurately. (Total cash/investments = \$30,719,263)
- ✚ **Interest Income:** Continue to be analyzed & reviewed by both Town Manager & Finance Director. Town-

wide interest income for the month of Dec. = \$47,544.

- + **Dash Board:** The Dec. monthly dash board was completed & is on our website. Will be posted monthly.
- + **FY June 2018:** Filed Annual TR-2 report w/ Raleigh. Awaiting any comments.
- + **Support:** Continue providing support to Town Manager on numerous purchasing/budget related issues.
- + **Audit:** The Auditor's contract for FY19/20 is on hold.
- + **Budget:** Will announce FY19/20 budget priority meeting soon.
- + **Staffing:** Currently interviewing for an "Accountant Assist." position. 4 interviews have been conducted.
- + **Storm-Water:** Continue to attend "Stormwater Committee" meetings & provide budget update.
- + **Receivables:** All are posted & current.
- + **Fire Funding:** Drafted a "Fire Funding Option" letter w/ Town Manager & submitted to UC Manager's Office.
- + **ABC Board:** Received 2nd Quarter payment in the amount of \$50,000.
- + **Bi- Annual LGC report:** Filed the bi-annual LGC report w/ the Local gov. Commission in Raleigh. Awaiting any comments.
- + **Collections**
 - Property Tax Current Year FY18/19, 96.5% Collected
 - GAP Tax Current Year FY18/19, 28% Collected.
 - Notices for delinquent taxes will be mailed 02/04/19.
 - Staff is utilizing all collection methods as provided by GS to collect delinquent taxes.

HUMAN RESOURCES (Mrs. Carey Warner)

- + **Recruiting:**
 - Advertisement & interviews are currently in process for the following:
 - **Planning:** An offer has been accepted (pending background screening) for the Planner position. An interview has been set for the Senior Planner position.
 - **Public Works:**
 - ✓ A St. & Drainage Tech. position has been accepted (pending background screenings);
 - ✓ A St. & Drainage Tech. position has been accepted (pending background screenings);
 - ✓ A Bldg. & Grounds Maintenance Tech. position has been accepted. (pending background screenings);
 - **Engineering:**
 - ✓ A Civil Eng./Contracts Admin. position. Has been accepted. Candidate will start on 02/03/19.
 - **Finance:** Currently interviewing applicants for the Account. Tech. position.
- + **Personnel:** Completed 1095 B tax forms for eligible emp. to provide info. needed to report on income taxes.
- + **Health Insurance:** On 01/15/19 a Novant Health Coach met w/ staff & discussed health needs/concerns.
- + **Risk Management:** Continuing to update policies & procedures.
- + **Performance Management:**
 - William Carroll. **Complete**
- + **Training:**
 - **P&R:** Hayden Kramer- "Event Mgmt. School". **Completed**
 - **Finance:** Rosemary Bernauer- "How to Manage & Org. Accounts Payable". **Completed**
 - **PW:** Mike Wright - 30-hour OSHA. **Completed.**
 - **PW:** Mike Wright - Pesticide Aquatics License". passed test. **Completed.**
 - **PW:** Pam Good - Pitney Bowes (2019 USPS Mail rate changers). **Completed**
 - **PW:** Adam McClamb – "Develop. of an ADA Self-Evaluation & Transition Plan". **Completed**

LEGAL (Mrs. Karen Walter)

- + **PIRs:**

- Conversation w/ City of Charlotte's Attorneys.
- Clarified Town's public record policy.
- Reviewed Town Manager's contract.
- + IT/UC Stormwater Interlocal Agreement: Will review agreement when received from UC.
- + Town Surplus Property: Develop a resolution for TC approval.
- + Sardis Roundabout: Arbor Glen RE Acquisition. Notice of intent of condemnation & complaint.
- + UDO: Will review final document when delivered by staff & make necessary changes.
- + Draft Investment Policy: Generated a draft policy for Town Manger's review.
- + Mustang Dr. Trailer: Provided TC w/ recommendations on public comments/presentations & closed session policies/procedures.
- + Sagecroft: Drafted a 2nd Amendment.
- + Solid Waste Contract: Reviewed contract and provided recommendation.
- + Fire Service Strategy: Provided recommendation to Town Manager.
- + Sharidan Neighborhood: Grimmer settlement agreement. Paragon bank conversation.

MANAGER'S ADD. ACTIVITIES

- + NFL Grassroot Foundation funding Program: Generated field design & the final copy of the proposal.
- + Solid Waste - Recycling: Reviewing regional recycling programs. Will share recommendations w/ TC soon.
- + Fire Tax/Fee: Have submitted TC's position to UC Manager's office.
- + Veterans Memorial Garden: Completed landscaping design & ceremony seating area.
- + UC Managers' Meeting: Occurred at Wingate on 01/31/19, Mike Parks attended on behalf of Town Manager.
- + Town / NCDOT Projects: inspected Hwy. 74 Superstreet construction.
- + Design, Project Mgmt., Plans & TIA Reviews.: Provided oversight.
- + Strategic Plans: Reviewed Annexation Brochure and provided comments.
- + CC Park: Generated a conceptual plan and shared w/ TC.
- + ED: Have met w/ one potential vendor.
- + Meetings. Attendance:
 - Veterans Memorial Garden: discussed Audio & U.S. wars history narrative w/ Rotary.
 - Scott Vickery: Met w/ Mr. Vickery and discussed 2 potential developments at Austin Village.
 - UC Manager: Met w/ Mr. Mark Watson & his Assistant & discussed:
 - Fire Tax/Fee.
 - Greenway Real Estate Acquisition – Horizontal alignment & Schedule.
 - Impact of Indian Trail & UC proposed developments.
 - UC Public Works - Water supply for downtown area.
 - UC Critical Intersections Program.
 - UCSO FY19/20 budget. IT will continue to outsource the service to UCSO.
 - Solid Waste: Met w/ Waste connections and discussed Recycling alternatives.
 - Dept. Meeting: Continue to chair meeting w/ Directors & discuss town related business.
 - Projects Visits: Continue to visit town projects.
 - Town Facilities: Continue to visit town facilities & perform inspections.
 - TC: Continue to meet w/ council members & provide info & support. Generate all meeting agendas.
 - Attorneys: Continue to meet w/ town attorneys & discuss town legal related issues.
- + Recruitment/Interviews: Interviewed 1 Engineering & 2 Accountant Tech candidates.
- + Biweekly Manager's Report: Complete

PARKS & RECREATION (Mr. Jason Tryon)

- ✚ Events:
 - **Road closure:** Prepared 2019 events road closure. Will be submitted for approval.
 - **Family Fun day:** Working on fireworks permit. Will be submitted for TC approval.
 - **Crossing Paths Park:** Scheduled a comedian show.
- ✚ Sponsorships: Generated a list of sponsors & amount of each sponsorship for FY19/20
- ✚ **NFL Grassroot Foundation Funding Grant:** Submitted a narrative on Town's Park & Rec Sport & field conditions.
- ✚ Programs
 - **Sr. Coffee & Cards:** Every Wed. in January., seniors participated in social gathering & games.
 - **Sr. Field Trip:** The Charlotte Ballet.
 - **Trivia Night:** Harry Potter trivia. over 40 participants took part in this program.
 - **Monday Mahjong:** 55+ taking place every Mon.
 - **Crafty Kids:** Age 2.5 to 5. Parent participation. New themes while making crafts, arts & morel.
- ✚ **Town Facilities Rental:** Continue to lease Bldg. & parks available space. Parks & Rec part-time staff continue to attend during all Town Hall event.
- ✚ Staff Reports
 - **UC Public Library** hosted our 1st homeschool class of 2019. 8 kids registered. Next class is in Feb. 20 kids registered.
 - **Local Businesses:** 1st. collaborative program w/ "Kates Skate" on 01/31/19.
 - **Spring Program Guide:** Starting to plan our 2019 Spring guide.
- ✚ **Athletics:** Working on spring program.
- ✚ **Misc.:** Awarded Christmas parade winners during the 01/12/19 TC meeting.
- ✚ **Master Plan:** Still awaiting final copy from consultant.

PUBLIC WORKS (Mr. Adam Mclamb)

- ✚ **NFL Grassroot Foundation funding Program:** Submitted a section on parks field maintenance.
- ✚ **Town Hall:** Ongoing bldg. maintenance & cleaning. Installed mulch around the bldg. & grounds in all landscaping beds. **Complete**
- ✚ **Veterans Memorial Garden:** Work is targeted to begin on 02/10/19. POW/MIA glass etching has been procured.
- ✚ **Old Town Hall Site Improvements:** In Contract Docs. Preparation Phase.
- ✚ **Park Maintenance:**
 - Routine maintenance. Mulch was spread at all parks. **Complete**
 - Regraded the infields at CC Park along w/ removing the grass back stops. **Complete**
- ✚ **Bldgs. & Grounds Maintenance:** Routine maintenance at all Town properties & right-of-way.
- ✚ **Storm-water Maintenance:** FY18/19 contract docs. are completed & bids received. Procurement Phase.
- ✚ **Right-of-Way Maintenance:**
 - Pothole repair at Brandon Oaks. **Complete**
 - Sidewalk repairs at Bent Creek Neighborhood has started. This project is large & will take time.
 - Completed a new 200' sidewalk that connects Brandon Oaks & Taylor Glenn. **Complete**
- ✚ **Street Sweeping:** The week of 01/14/19. **Complete**
- ✚ **Sign Inventory:** Ongoing. Info will be submitted to NCDOT per street segments surveyed.
- ✚ **Fleet Maintenance:** Continue monitoring the fleet and perform repairs as needed.
- ✚ **Grease Trap at CCP:** **Pending.**
- ✚ **Litter:** 15 roads have been surveyed & will be included in a potential litter contract. Contract will be presented before TC if NCDOT does not respond/perform. NCDOT has been advised.
- ✚ **Staff:** All PW vacant positions have been accepted. Monthly safety program for staff has been scheduled.

SOLID WASTE (Mr. Adam McLamb)

+ God Bless USA (GBUSA):

- 82 add. requests or complaints w/in tracEZ over the last 2 weeks.
- Continues to work w/ vender on recycling issue. Currently collecting data from 14 other municipalities.

STRATEGIC PLANNING (Staff)

+ [Future Rezoning Plan](#): The plan lists all potential future rezoning parcels.

+ [Downtown Revitalization Master Plan](#): [met w/ stakeholders on 01/31/19](#).

+ [Annexation](#): Staff met w/ Grayson neighborhood residents on 01/29/19 & discussed potential annexation

+ [Parking Fee Program](#): Town Manager assigned Parks & Rec to collect info on a conceptual program that could suit the Town. Program to be submitted to Town Manager for evaluation and approval.

+ [Storm Drainage Improv. Master plan](#):

- [Storm Drainage Structure survey](#): **Completed** in 2017
- [Flooding Culverts](#): Map is **completed** in 2018. Available on town's website.
- [Flood Plain Survey](#): **Completed** in 2017
- [Priority Projects](#):
 - [1st Ave.: Pump & Pond](#): Prelim. Eng. Phase
 - [IT Park Neighborhood Study](#): Draft study is **complete** & under review.
 - [Storm Drainage System Cleaning](#): Procurement Phase

+ [Ped & Bike Master Plan](#): See trail master Plan.

+ [Trail Master Plan](#). Many trails throughout the Town are proposed and/or built by developers.

- [CC Greenway](#): Prelim. Eng. Phase
- [Hwy. 74 Multiuse Trail](#): Prelim. Eng. Phase
- [IT Complete Street](#): Prelim. Eng. Add. surveying is ongoing.
- [Affinity Trail](#): **Complete**.

+ [Traffic Congestion Mitigation Plan](#):

- [Hwy. 74 Superstreet](#): To be completed by 04/30/19. Construction Phase
- [Monroe Rd. Widening](#): To be completed by 12/31/23. Stalling is proposing an elected officials meeting.
- [Chest Parkway. II](#): To be completed by 12/31/21. Prelim. Eng.
- [Sardis Roundabout](#): To be completed by 09/30/19. RE Acquisition Phase.
- [Wesley Chapel Widening](#): Unknow completion date.
- [IT Rd./Gribble Roundabout](#): to be completed by 12/31/20.
- [Chestnut Pkwy./Gribble Roundabout](#): Prelim. Eng. to be completed by 12/31/21.
- [IT Rd. Matthews IT Rd. Intersection](#): Under analysis. TIA by developer.
- [Matthews IT Rd. Chestnut Pkwy. Intersection](#): to be completed by 12/31/21. Prelim. Eng. Phase.

+ [Town Annexation Initiative](#): Adopted.

+ [UDO](#): Due 2nd week of Jan. from consultant.

TOWN CLERK (Mrs. Kathy Queen)

+ [Attended and prepared all pre & post work for meetings](#):

- Completed Minutes for the Closed, Special & Regular meeting for the 1-22-19 meeting.
- Completed meeting notes for 01-17-19 Senior Staff Meeting.

+ [Ordinances, Resolutions, Proclamations, Certificates & Policies](#):

- Made adjustment to resolutions.
- Assisted in Town property Upset-Bid sale (Old Civic Center & SageCroft)

- Filed corrected Ordinance and forwarded corrected annexation file to John w/ Sec. of State.
- Completed easement form for Eng./Clerk Sig/stamp.

✚ Communications:

- w/ Essex/Sagecroft property contract amendment.
- w/ Mr. Drehs in regard to the Miracle League.
- Requested W-9 forms from Sun Valley and Crime Stoppers.
- Reminder to New Business for 1/22 Mtg.
- Ran 3 Notices of Potential Quorum for Council:
 - 01/23/19 (SW Training)
 - 01/31/19 (Development/Bonterra)

✚ Other:

- Researched contractual information for Town Manager.
- Modified documents for 01/22/19 Mtg due to absence of Mayor; Mayor Pro Tem Signatures
- File conversion for TM
- Forwarded current PIR Policy to Attorney per her request.
- Forwarded approved Minutes to Finance to support donations.
- Requested deposit for Town Property Sale.
- Forwarded Electronic copy of TM employment contract to M Parks
- Forwarded latest copy of ByLaws and Council's Minutes re decisions to Engineering for Stormwater
- Forwarded 2017 & 2018 ABC meeting minutes to Councilmember Morse
- Begin research on the Long/Short Session of Congress per TM
- Requested info on Road Closure – Park & Rec
- Forwarded ABC Board application to Mr. Laatz.

TRANSPORTATION PROJECTS (Mr. Todd Huntsinger)

- ✚ **Chestnut Pkwy. Phase II:** (Matthews IT Rd. to Gribble): design phase. NCDOT project. Geotechnical is **complete**.
- ✚ **Chestnut Pkwy. Phase III:** (Gribble to Monroe Rd.): Generated comments on the design contract.
- ✚ **IT "Complete St.":** Conducted a stakeholder meeting on 01/31/19
- ✚ **US 74 Multi-Use Trail:** 1 Eng. position has been filled. Conceptual design will begin on 02/03/19
- ✚ **S Fork CC Greenway Trail:** Prelim. Eng. discussed available right-of-way w/ UC Manager.
- ✚ **Unionville/Sardis Rd. Roundabout:** RE Acquisition Phase is almost complete.
- ✚ **FY19/20 Resurfacing:** A list of streets is ready. Construction will begin Spring of 2019.
- ✚ **FY18/19 Pavement Marking:** List of streets has been completed. Procurement Phase.
- ✚ **FY18/19 Raised Pavement Markers:** List of streets has been completed. Procurement Phase.
- ✚ **FY18/19 Crack Pouring:** A list of streets has been finalized. Procurement Phase.
- ✚ **FY18/19 Patching:** A list has been finalized. Procurement Phase.

ENGINEERING / PLANNING / PLAN REVIEW / INSPECTION (Mr. Todd Huntsinger, & Mr. Rox Burhans)

Projects under review:

- ✚ **Conditional Zoning Projects:**
- ✚ **CZ 2015-0113 Austin Village Harris Teeter Fuel Sta.:** Request to amend conditional rezoning to permit a fuel sta.
- ✚ **CZ 2018-0095 Town Center:** Mixed use development w/ townhomes, apts., retail & office located on IT Rd.
- ✚ **CZ 2018-0100 Harper's Run:** 109 town-home located near intersection of Chestnut Ln. & Old Monroe Rd.
- ✚ **UDO Text Amendment Applications**
- ✚ **Site Plan/Plat Application:** Non-Residential: Town Center Apts.

✚ **Site Plan/ Subdivision/ Plat Projects** (Engineering & Planning Staff)

- **Flooring Solutions:** Proposed 20,000 sq. ft. warehouse in Old Hickory BP (Eaton Ave)
- **Sun Valley Commons Lot 13:** Construction of a 4,000 sq. ft. multi-tenant retail bldg. Eagle Eng.
- **Pure Power:** Gray Fox Road. 18,125 sq. ft. office/warehouse. Paul Woody Architect.
- **Ride Now Motors:** US Highway 74. 20,160 sq. ft. light industrial bldg. on 5.5 ac. Eagle Eng.
- **All Points:** Construction of a 23,830 sq. ft. waste services facility on 11.7 ac. Cummings Construction.
- **Bonterra: Phase IV Map 3:** Recordation of 104 lots. Eagle Eng.
- **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 Site Plan:** Wesley Chapel. Proposed 79 lots on 9.5 ac. Kolter Land Partners
- **Plyler Townhomes:** Rd. Subdivision of 41 townhome lots & 2 open space lots on 6.4 ac. Eagle Eng.
- **Pressly Animal Hospital:** Chestnut Ln. 4,000 sq. ft. veterinary office on 2.86 ac. Foxx Construction.
- **Braeburn:** Faith Church Rd. 365 SF lots on 171.59 ac. ESP Associates.
- **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. veh. surface expansion. Blue Ridge Eng.
- **Figuroa 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. 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.
- **Church of The Redeemer:** Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. 2nd review.
- **Metrolina CA Track/Field:** Proposed track and field addition to the Metrolina CA complex. Mark Houle.
- **Austin Village Office Bldg.** Proposed office bldg. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- **Automotive Repair:** Gray Fox Rd. Construction of 2,400 sq. ft. auto repair bus. on 1.58 ac.

✚ **Site Plan/ Subdivision/ Plat Projects** (Engineering & Planning Staff)

- **1111 Waxhaw IT Rd:** 29,774 sq. ft. multi-tenant commercial development. Fuller Consulting Svcs.
- **Town Center Apt.:** IT Rd. S. 7 bldgs. consisting of 441 dwelling units. Hagen Eng.
- **Cook Insurance Co.:** Unionville IT Rd. Conversion of a 1,438 sq. ft., SF residence into an office. Kyle Hayes Architect.
- **Ride Now Motors:** US Hwy.74. 20,160 sq. ft. light industrial bldg. on 5.5 ac. Eagle Eng.
- **Bonterra: Phase IV Map 3:** Recordation of 104 lots. Eagle Eng.
- **Heritage Phase 3 Plat:** Recordation of 22 lots. Kolter Land Partners
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- **Southgate Phase 1:** Intersection of Poplin Rd/Rocky River Rd. Site plan review for a 67-ac. site contemplating 124 SF lots & 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.

- [Metrolina CA Track/Field](#): Proposed track & field add. to the Metrolina CA complex. Mark Houle.
- [Austin Village Office Bldg](#): Proposed office bldg. 4200 sq. ft. on parcel 07132010F. Chris Hope.
- [Automotive Repair](#): Gray Fox Rd. Construction of 2,400 sq. ft. auto repair bus. on 1.58 ac.

Projects Under Development: (Engineering & Planning Staff)

- [Independence Point/Ihop](#): Hwy. 74. 9,800 sq. ft. retail on 1.84 ac. Eagle Eng. Ongoing construction of site and building.
- [Pressly Animal Hospital](#): Chestnut Ln. 4,000 sq. ft. veterinary office on 2.86 ac. Fox Construction. Parking lot has been paved and interior/exterior finishes are ongoing.
- [Pure Power](#): Gray Fox Rd. 18,125 sq. ft. office/warehouse. Paul Woody Architect. Building extension completed; interior has begun.
- [Braeburn Subdivision/Bonterra V-VIII](#): Faith Church Rd. 365 SF lots on 171.59 ac. ESP Associates. Site has been seeded and mulched. Working on grading of lots in Phase 1.
- [All Points Waste](#): Construction of a 23,830 sq. ft. waste services facility on 11.7 ac. Cummings Construction. Working on building pad.
- [Church of The Redeemer](#): Site plan for new sanctuary. Wesley Chapel Rd. Chris Hope. Bldg. Facade has begun. Driveway is being tied in to the roundabout.
- [Austin Village Office Bldg](#): Proposed office bldg. Approx. 4200 sq. ft. on parcel 07132010F. Chris Hope. Plans have been approved, No construction activities yet.
- [Plyler Townhomes](#): 41 townhome lots & 2 open space lots on 6.4 ac. Eagle Eng. Grading ongoing.
- [SVC Lot 13/Dunkin Donuts](#): Construction of a 4,000 sq. ft. multi-tenant retail bldg. Eagle Eng. Exterior at 85%; working on civil site items.
- [Glenn Oaks Retail](#): Old Monroe Rd. 9,000 sq. ft. multi-tenant commercial bldg. Ty-Parr Realty. Site construction is in final stages.
- [PNG Southfork Enhancement/12" new main](#): Plyler Rd. Construction of nat. gas substation 2-ac. PNG, Work appears to be complete.
- [SVMC Lot 17](#): 7,500 sq. ft. multi-tenant bldg. (theater site). Overcash Demmitt Architects. Bldg. construction is on-going.
- [The Cottages at IT](#): Waxhaw IT Rd. A 49-lot SF subdivision. Bohler Eng. Home bldg. has begun.
- [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. Awaiting completion of Hwy 74 Superstreet construction.
- [Bonterra Phase IV](#): Bonterra Town Center Area. Plan review of 85-ac site contemplating 161 SF residential lots. Applicant: Eagle Eng. Home bldg. & roadway is ongoing.
- [Union Grove](#): Proposed 207-lot subdivision (approx. 68-ac.) on Unionville-IT Rd. across from the AsheCroft neighborhood. CO's are complete. Working towards project close-out (walking trails, street acceptance, and offsite improvements).
- [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. Home bldg. is ongoing.
- [Atlantic Pin Striping](#): 8,000 sq. ft. pin striping & customization facility for semis & other lg. 4108 Matthews IT Rd. NCDOT improvements have been approved, waiting on dry weather.
- [Fieldstone Farms Subdivision](#): Working w/ developer on street acceptance. Resurfacing is complete. Final inspection has been performed. Developer has completed the BMP punch list.
- [Sheridan Subdivision](#): (see Bonds section)
- [Arbors at Blanchard Farms](#): Finalizing close-out items.
- [Heritage Subdivision](#): Roadway work in Phase I & II is **completed**. Contractor is working on Phase III roads. Town continues monitoring dust control. Home bldg. is ongoing.

- **Fisher Textiles:** Matthews IT Rd. A 50,750 sq. ft. add. to an exist. warehouse. Expansion of exist. Bldg. is ongoing.
- **Hojco Automotive:** Gray Fox Rd. A 2400 sq. ft. bldg. Project appears to be moving. Lot has been cleared.
- **Strikers Soccer Complex:** Stinson-Hartis Rd. A soccer complex on 6 ac. Woodbine Design, P.C.
- **Mecklenburg Swim Association:** Chestnut Parkway, Construction of proposed 14,000 sq. ft. swim academy. Rough grading and erosion control installation has started.

 **Number of New Businesses:** None at this time

Regional Land Development Projects (Code Enforcement Staff)

- UC Poplin Mixed Residential Project: Proposed mixed residential project located near Bonterra neighborhood consisting of 264 apts., 94 SF Homes, & 60 Town Homes. A Public meeting was held on 01/31/19 to discuss impact
- UC Old Charlotte Hwy. Apts.: Proposed 226 apts. located near the Bakers FD. Construction Phase.

WEEKLY REPORT 1/10/2019 – 1/22/2019

| PERMITS | | CODE ENFORCEMENT | |
|---------------------|----|--------------------------------------|----|
| Zoning | 14 | Illegal Signs | 0 |
| | | Notice of Violations | 24 |
| Compliances | 4 | Final Zoning Compliance - SF | 2 |
| | | Follow Up Inspections | 24 |
| Sign/Banner | 1 | Citizen Ordinance Education | 15 |
| | | Minimum Housing Inspections/Hearings | 0 |
| New Project Reviews | 1 | Property Lien Actions | 0 |
| | | On-Street Parking Violations | 9 |
| Miscellaneous | 0 | On-Street Parking Citations | 0 |
| | | | |