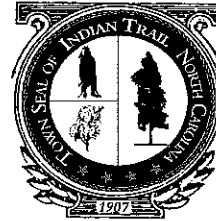


## Town of Indian Trail

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### Memo

**TO:** Mayor and Town Council  
**FROM:** Jim. Wojtowicz, Interim Town Manager  
**DATE:** March 14, 2017  
**SUBJECT:** Manager's Report



*WJW*

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### ENGINEERING & PLANNING

#### CAPITAL PROJECTS

##### BUILDINGS:

- **Municipal Complex:** Framing and sheathing for the North Elev. column is complete. Vapor barrier hasn't been applied. Shingle roofing is substantially complete. The S. roof TPO has been applied. Mason is laying brick at 3 elevations. 1st floor wall are being insulated and drywall is being installed. Tapping and finishing drywall is ongoing. Light fixtures are stored in the lobby. framing of the drywall soffits in the 1st floor conference room is complete. 1st floor linear diffusers are being installed in the soffits. 1st floor perimeter soffits and corridor bulkhead are being framed and boarded. soffits are being boarded in the chamber. Attic access hatch are in place. attic space equipment, duct and conduit is being installed.
- **Crooked Creek Maintenance Shed:** Building is complete awaiting CO.

##### BUDGET RETREAT:

Preparing for 2nd Budget Retreat session

##### TRANSPORTATION:

- **Town Hall Roundabout:** Value-engineered. Revert to the original intersection design.
- **Pavement Preservation:** Preparing a report to share w/ council during budget retreat session #2.
- **On-Street Parking Ordinance:** Active. Continue to receive positive comments from the public.
- **Rogers Road Sidewalk:** Delayed. Construction Phase.
- **FY 16/17 Resurfacing:** Complete. Milled and resurfaced 780 ft of Matthews Indian Trail Rd.
- **Wesley Chapel Rd. Corridor Study:** Ongoing. will schedule a 2nd stakeholders meeting.
- **Chestnut Pkwy. Ext.:** In design/environmental phase. 65% complete.
- **Crack Pouring Contract:** Complete
- **Patching Contract:** Ongoing, will complete in 2 wks.
- **Pavement Marking Contract:** Ongoing, will complete in 2 wks.
- **Raised Reflector Markers Contract:** Ongoing, will complete in 2 wks.
- **Unionville IT Rd/Sardis Rd Roundabout:** Executed agreement w/ NCDOT. Will issue a NPT to consultant (STV) on 03/16/2017.
- **Charlotte Regional Transportation Planning Organization (CRTPO):** Programs/ Call for transportation projects:
  - 2045 Metropolitan Transportation Plan (MTP). Projects submitted.
  - Transportation Program-Direct Attribute (STP-DA). will submit prior to 03/20/2017.
  - Congestion Mitigation and Air Quality (CMAQ) Program. Will discuss w/ NCDOT
  - Strategic Prioritization Office of Transportation (SPOT 5 Safety). Will discuss w/ NCDOT.

- Presented before CRTPO to reallocate funds between 2 projects. Request was not supported by the Oversight Committee. Request can be elevated to the MPO for reconsideration.

### **PROCUREMENT/TRANSPORTATION/BONDS:**

- Unionville IT Rd/Sardis Church Road Roundabout:
- Meeting with STV Engineers, Inc. (Unionville/Sardis Church Design Consultant) to issue Notice to Proceed, 3-16-2017
- Municipal complex:
  - Security Package: Ongoing
  - Audio/Visual Package: Ongoing
  - Information Technology Package: Ongoing
  - Broadband Internet/Phone Service Package: Ongoing
  - Moving Services for move to new Town Hall: Ongoing
- Crooked Creek/Dog Park/Splash Pad:
  - Advertised on 03-02-2017
  - Bid opening on 03-16-2017
- Bonds & letter of Credits:
  - Waste Pro Facility: New bonds for a BMP Device
  - Deerstyne Neighborhood: Bond Release Request
  - IT RV/Storage: BMP Bond Request
  - Sun Valley Commons: Letter of Credit Replacement
  - Rolling Bond Requests

### **STORM WATER**

- **NPDES Permit:** Received the "National Pollution Discharge Elimination System" permit.
- **Storm-water System Inventory:** Survey is Complete. will use the results to generate storm drainage contracts.
- **Floodplain Outfall Inventory:** Complete. Will use result to generate storm drainage contracts.
- **1st Ave.:** Study is complete. Will resubmit before council for funding
- **Ashe-Croft:** Study is complete. Will resubmit before council for funding
- **Cottage Creek:** Study is complete. Will resubmit before council for funding. Plans have been submitted to UC Public Works for review and approval.

### **RESIDENTIAL/COMMERCIAL/INDUSTRIAL DEVELOPMENT:**

- **Taylor Glen:** Street is surveyed. Results show stopping sight distance appeared to be inadequate.
- **Fieldstone Farm:** Met w/ developer and discussed infrastructure repair. repaired C&G.
- **Union Grove:** Met w/ developer on driveways issues. Some repair has been done.
- **Radiator Rd. Development:** Traffic Impact Analysis is ongoing
- **Steepleton (91):** Traffic Impact Analysis is ongoing
- **Glenn Oaks Apart.:** Phasing plan is in place. Awaiting latest-finish completion dates.
- **Heritage Subdivision:** Plan review is ongoing.
- **Sagecroft/KVP Homes Townhomes (103 units):** Traffic Impact Analysis is ongoing
- **Sagecroft Single family & Assoc. Commercial:** Traffic Impact Analysis is ongoing
- **Walmart:** Pickup line plans are approved
- **H&H Homes:** Plan review phase.
- **Taco Bell:** Plan review phase
- **LIDL Grocery Store:** Plat approved.

- **Harris Teeter fuel Station:** TIA was approved
- **Harris Teeter parking Lot Ext.:** Plan review Phase
- **Atlantic Pin Stripe:** Plan Review phase
- **Riverside Concrete:** Plan Review

**ADMINISTRATIVE:**

- **Civil Engineer Vacant Position:** interviewing phase
- **Planning Tech Position:** Hired
- **Code Enforcement Vacant Position:** Advertised

**COMMITTEE UPDATE:**

- **Storm-water Advisory Committee:** Next meeting is on 05/11/2017
- **Transportation Advisory Committee:** Next Meeting is on 04/04/2017
- **Public Safety Advisory Committee:** Next Meeting is on 04/06/2017
- **Board of Adjustment Committee:** Next meeting is on 04/27/2017
- **Planning Committee:** Next meeting is on 03/21/17

**Civil Site Inspections:**

1. NCSECU Bldg.:	Exterior of structure is complete. Installation of infrastructure inside the bldg. is 75% complete. Roadway Improvements are ongoing.
2. Waste Pro Facility:	Completing necessary items to receive TCO.
3. 2 Hounds Manufacturing:	Temporary erosion control has been installed.
4. Outdoor Storage:	Awaiting As-built.
5. Duhlab Med. Offices:	Installing BMP pond. Phase 1 building is 85% complete.
6. Charter School:	Temp. C/O. Awaiting completion of intersection Improv.
7. Sheridan	Punch list items are being completed.
8. Sheridan Amenity Ctr	Pool is 80% complete
9. Sun-Valley Bldgs.	Bldg. 22 construction is ongoing. Masonry and stormwater are complete. Bldg. is 70% complete.
10. Austin Village Subd.	Binder is installed. Working on Roadway improvements.
11. Sardis Corner Car Wash	CO was issued.
12. MCA Classrooms	Are complete. CO was issued.
13. Bershire Partners	Awaiting as-built. CO submittal is coming soon.
14. Triple L Holdings	Permit was approved. No work has commenced.
15. Bonterra Ph. III	Build out in this phase is almost complete.
16. Crismark	Homebuilding in Phase 4 & 5. 12 homes remaining
17. Glen Oaks Apt.	Ongoing CO approvals for buildings on site.
18. Fieldstone Farms	Working with developer on street acceptance.
19. Union Grove	Phase I streets are constructed. NCDOT roadway improvements are complete. Home building is ongoing. Phase II mass grading is ongoing.
20. Deerstynne Subdivision.	Awaiting final inspection before bonds are released.
21. Blanchard Farms	Awaiting walk thru to develop a punch list for the entire site.

22. Cahill Office Bldg.	Initial site inspections are complete. CO was issued.
23. Valvoline	Received CO. Erosion control is complete. Demo is underway
24. Publix	Erosion control is complete. Demo is underway.

**Jim Wojtowicz**

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**From:** Patrick Sadek  
**Sent:** Tuesday, March 14, 2017 12:19 PM  
**To:** Jim Wojtowicz  
**Subject:** FW: Weekly Report

See attached. draft copy

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**From:** Rox Burhans  
**Sent:** Tuesday, March 14, 2017 10:16 AM  
**To:** Patrick Sadek  
**Subject:** Weekly Report

Patrick:

See below for current weekly report.

Rox

**March Town Council Meeting (3/28/17):**

- **Annexation #146:** Annexation of Parcels M7090014 and N7090014 located off Old Monroe Road. Approximately 14.5 acres total. Resolution directing the Clerk to investigate the petition.

**March Planning Board (3/21/17):**

- **Steepleton Conditional Rezoning and Annexation 146:** This is a proposed conditional rezoning to the SF-5 district to support development of a 92-lot neighborhood on approximately 30-acres. Project is located on Old Monroe Road generally across from Pickett Circle. Includes parcel 07090012, M7090014A, N7090014, M7090014A, N7090014A. Applicant: Meritage Homes.

**March Board of Adjustment (3/23/17):** No meeting due to a lack of agenda items.

**Projects Under Review:**

**ANNEXATION PROJECTS:**

<b>NEW ANNEXATION APPLICATIONS</b>
<b>None</b>

**Gretchen Coperine, Senior Planner**

- **Annexation #145:** Annexation of Parcels 07054001, 07054002B, 07054002D, 07054002F, 07054714 located off Stevens Mills Road. Approximately 22.54 acres total.
- **Annexation #146:** Annexation of Parcels M7090014 and N7090014 located off Old Monroe Road. Approximately 14.5 acres total.

**REZONING PROJECTS:**

**APPLICATIONS BY TYPE**

Residential	Non-Residential
None	None

NEW UDO TEXT AMENDMENT APPLICATIONS
None

**Gretchen Coperine, Senior Planner**

- **Steepleton Conditional Rezoning:** This is a proposed conditional rezoning to the SF-5 district to support development of a 92-lot neighborhood on approximately 30-acres. Project is located on Old Monroe Road generally across from Pickett Circle. Includes parcel 07090012, M7090014A, N7090014, M7090014A, N7090014A. Applicant: Meritage Homes.
- **CZ2016-002 Fuel Station and Outparcels and Annexation #144:** This is a rezone request to establish a Conditional Zoning for a fuel station and two outparcels on parcels: 07090008, 07090006C, 07090761. The parcels are located on Old Monroe Road and Mustang Drive. Item heard at 12/13/16 TC and continued to TC 1/24/16 Agenda. Approved by Council 1.24.16 Project Folder
- **CZ2016-006 Radiator Drive Industrial Park:** Proposed conditional zoning to support a 30-acre industrial park located along Radiator Drive off Old Monroe Road. Applicant: Liquid Management (Moser Group). Project Folder
- **CZ2016-008 Thorneridge:** This is a rezone request to establish a Conditional Zoning Single Family SF-5 district for approximately 60 single-family detached units on a parcels totaling approximately 22.54 acres. Parcels 07054001, 07054002B, 07054002D, 07054002F, 07054714 located off Stevens Mills Road. Comments provided 10/21/16. Community meeting scheduled 11/10/16. Item heard at 12/15/16 Planning Board meeting and continued to a January agenda. Applicant is requesting a continuance to the February PB agenda for additional time in preparing the TIA. Applicant: Meritage Homes Project Folder

**Engineering Dept.**

- **ZT2016-011 Subdivision Access:** Proposed amendment to Unified Development Ordinance Chapter 1110.090(C) amending the number of access points needed for subdivision with more than a specific number of lots. Applicant: Town of Indian Trail

**SITE PLAN/ SUBDIVISION PLAT PROJECTS:**

**NEW SITE PLAN/PLAT APPLICATIONS RECEIVED**

Residential	Non-Residential
<ol style="list-style-type: none"> <li>1. Cooper South</li> <li>2. Heritage Subdivision</li> <li>3. H&amp;H Homes Cottages</li> </ol>	<ol style="list-style-type: none"> <li>1. Riverside Concrete</li> <li>2. Harris Teeter Parking Lot Expansion</li> </ol>

**Meade Bradshaw, Senior Planner**

- **Cooper Property South:** Located on Pinewood Forest Drive. Minor Subdivision of 1.38 acres into 2 lots. Scheduled for TRC 3/8/17. Applicant Sidney Sandy
- **Riverside Concrete:** Located on Technology Drive. Site Plan for a 8,500 square foot flex building located on 1.15 acres. Applicant: Chris Hope
- **Harris Teeter Parking Lot Expansion:** Located on US HWY 74. A 63 parking space addition making this a revision to a previously approved site plan. Applicant: Harris Teeter
- **H&H Homes Cottages:** Located on Waxhaw Indian Trail Road. A 49-lot single-family subdivision. Applicant: Bohler Engineering
- **Heritage Subdivision:** Located on Wesley Chapel Stouts Road. A 316-lot single-family subdivision. Applicant: Kolter Land Partners
- **SP2014-021 Southgate Phase 1:** Located at intersection of Poplin Road and Rocky River Road. Site Plan review for 67-acre site contemplating 124-single family lots and 52-Townhome lots. Project was entitled under Conditional Rezoning # CZ2013-006. Applicant: Eagle Engineering. [Project Folder](#)
- **SP2016-005 Idlewild Commons Business Center:** Applicant; The Moser Group. Proposed Office/Flex Buildings (2) totaling 22,000 SF of space. Located on vacant land adjacent to Food Lion and Beacon Hills. [Project Folder](#)
- **SP2016-019 Aqua Duck Offices:** Proposed 6,300 square foot building. Located on Smith Farm Road (Parcel 07105027 D80). Scheduled for TRC 8/25/16. Applicant: Derek Hodge. [Project Folder](#)
- **SP2016-001 Plyler Road Townhomes:** Proposed 35-lot alley-served townhome community located on Plyler Road next to former Genwove site. Grading only permit issued 5/26/16. [Project Folder](#)

**SITE PLAN/PLAT  
APPLICATIONS APPROVED**

Residential	Non-Residential
Hayes Road Minor Plat	None

**Ryan Lipp, Planner**

- **Hayes Road Minor Plat:** Minor subdivision creating four new lots on Hayes Road.
- **SP2016-021 Shops at SV Retail:** Site Plan for retail building approx. 4,161 square feet. [Project Folder](#)
- **SP2016-023 Providence Hills Pool House Addition:** Site plan for a storage building approximately 196 square feet. [Project Folder](#)

**Meade Bradshaw, Senior Planner**

- **Heritage Subdivision Exempt and Public Access Easement Plat:** Located on Wesley Chapel Road. Creation of 4 lots and the dedication of a 30' public access easement. Applicant: Kolter Land Partners
- **Old Hickory Lot 14 Site Plan:** Located on Eaton Avenue. Construction of a 20,144 square foot warehouse on 6.02 acres. Applicant: Russell Whitehurst.
- **Taco Bell Sun Valley:** Located on Wesley Chapel Stouts Road. Construction of a 2,100 square foot restaurant on 1.29 acres. Applicant: Jason Galloway.

- **Geoffery T Hawk Property:** Located on Fincher Road. Minor Subdivision for the subdivision of a 2.60 acre parcel into 2 parcels. Scheduled fro TRC 11.23.16. Applicant: Geoff Hawk
- **Cooper Property East:** Located on Pinewood Forest Drive. Minor Subdivision of 2.1 acres into 2 lots. Scheduled for TRC 11.23.16. Applicant Sidey Sandy
- **Cooper Property West:** Located on Pinewood Forest Drive. Minor subdivision of two parcels totaling 4.59 acres into 4 parcels. Applicant: Sidney Sandy
- **Industrial Alloys:** Site Plan for a new storage building approximately 20,000 square feet. Scheduled for TRC 11.16.16. Applicant: Chris Hope
- **Gooler Recombination Plat:** Located on Catawba Circle. A recombination of 2 parcels into 1, 0.48 acre parcel. Applicant: Newton Huneycutt
- **Arturo Barrera Recombination Plat:** Located on Pickett Circle. A recombination of 2 parcels into 1, 1.02 acre parcel. Applicant: Arturo Barrera
- **The Arbors at Blanchard Farms:** Located on Arbor Hills Drive. Relocation of a 20' Sanitary Sewer Easement within Lot 19 and an Open Space Lot 3. Applicant: Eagle Engineering
- **Pickett Circle:** Located on Pickett Circle. Recombination of Lots 12 & Lot 13 into one, 1.02 acre parcel. Applicant: Newton Huneycutt.
- **MAP2016-005:** Minor subdivision plat for parcel at 2017 Chestnut Lane. Applicant: Sergey Dryk.
- **SP2015-011 Church on South Fork Road:** Proposed 3000 sq. ft addition to an existing church located at 316 South Fork Road. [Project Folder](#)
- **SP2016-004 Sardis Corners Car Wash:** Applicant; The Moser Group.Revised plans to reflect a single bay automated car wash to be located next to QuikTrip on HWY 74. [Project Folder](#)

**Gretchen Coperine, Senior Planner**

- **SP2014-018: Bonterra Phase 4:** Located adjacent to Bonterra Town Center Area. Plan review of 85-acre site contemplating 161 single-family residential lots Applicant: Eagle Engineering. [Project Folder](#)
- **SP2016-007 Lidl Grocery Store:** Applicant: Aspen Asset Group, LLC Proposed Grocery Store with related parking lot and future Indian Trail public roadway. Project is located at the corner of Unionville-Indian Trail Road and HWY 74. [Project Folder](#)
- **SP2016-012 Austin Village Office Buildings:** Proposed office buildings totaling approximately 4200 square feet on parcel 07132010F. Applicant is Chris Hope, PE. Comments sent 7/15/16. [Project Folder](#)
- **SP2016-016 Atlantic Pinstriping:** Proposed 8,000 sq. ft. vehicle pin-striping and customization facility for semis and other large vehicles. Location: 4108 Matthews-Indian Trail Road.
- **SP2015-014 Shoppes at Hanfield Village:** Proposed construction for the Shoppes at Hanfield Village: 5 buildings totaling 88,616 SF of commercial space. Applicant: Arista Development [Project Folder](#)

**PROJECTS UNDER DEVELOPMENT:**

**NEW PRECONSTRUCTION  
MEETINGS CONDUCTED**



Residential	Non-Residential
None	None

**Meade Bradshaw, Senior Planner**

- **SP2007-024 Cahill Business Park:** Proposed development of four office/flex space buildings totaling approx. 65,000 sq. ft. of building space on approx. 5-acres at 3508 Mathews-IT Road.
- **SP2014-019 Union Grove:** Proposed 207-lot subdivision (approx. 68-acre site) located on Unionville-IT Road across from the Ashe Croft neighborhood. Project Folder
- **SP2016-002 First Baptist Church of Indian Trail parking Lot Expansion:** Parking Lot expansion at the corner of Peace Drive and Indian Trail-Fairview Road. adding 49 parking spaces and re configuring the lot. Project Folder
- **SP2016-004 Sardis Corners Car Wash:** Applicant; The Moser Group.Revised plans to reflect a single bay automated car wash to be located next to QuikTrip on HWY 74. Project Folder
- **SP2016-006 MCA Classroom & Family Life Center Addition:** Applicant Metrolina Christian Academy. Replacing modular classrooms with a new freestanding building. Also expanding the Family Life Center where the existing 'tot lot' is located. Classroom Building = 6,656 Sq Ft Family Life Center Building = 15,400 Sq Ft. Project Folder
- **SP2016-008 Berkshire Partners #4 Old Hickory Business Park:** Applicant: Berkshire Partners #4, LLC New Office/Warehouse to be constructed on an existing vacant wooded lot in Old Hickory Business Park. The building will be 17,000 sq ft. It is located on the corner of Eaton Ave. and Stinson Hartis Road, Lot 10. Project Folder
- **SP2015-022 Duhlab Medical Offices:** Two (2) proposed 5,000 sq ft medical office buildings with parking located on Indian Trail Fairview Road in the Old Hickory Business Park. Project Folder
- **SP2016-014 Tsai Office:** Proposed conversion of existing house/residential structure into an office/retail use. A new parking lot will be established along with necessary landscaping. Located at 307 S Indian Trail Rd (parcel 07108001A). Project Folder
- **SP2016-0013 CubeSix:** Relocating driveway access from Indian Trail Fairview Road to Stinson Hartis Road. 5523 Indian Trail Fairview Road.
- **SP2016-008 Berkshire Partners #4 Old Hickory Business Park:** Applicant: Berkshire Partners #4, LLC New Office/Warehouse to be constructed on an existing vacant wooded lot in Old Hickory Business Park. The building will be 17,000 sq ft. It is located on the corner of Eaton Ave. and Stinson Hartis Road, Lot 10. Project Folder
- **SP2015-021 Outdoor Storage Facility:** The Moser Group will construct an outdoor storage facility at the 300 block of Unionville-Indian Trail Road. The site contains two parcels with approximately 2.3 acres. Project Folder

**Gretchen Coperine, Senior Planner**

- **SP2016-003 Walden at Austin Village:** Proposed 51 single family detached homes on approximately 16 acres. Located on the north side of Chestnut Lane, west of Potter Road. Applicant is CoxShepp Construction. Project Folder
- **SP2015-001 Sun Valley Lot 17:** Proposed 7,500 sq. ft. multi-tenant building at Sun Valley Commons shopping center (theater site). Applicant: Overcash-Demmitt Architects.

- **SP2015-025 Sun Valley Commons Building 18:** Proposed 11,463 sq. ft. multi-tenant building at Sun Valley Commons shopping center (theater site). [Project Folder](#)
- **SP2015-003 Waste Pro:** Proposed 17,000 sq. ft. Waste Pro environmental services operations facility on a 8.6-acre site located on Valley Parkway (Parcel #09366022). Applicant: Eagle Engineering. [Project Folder](#)
- **SP2015-018 State Employee Credit Union:** Proposed 7,800 sq. ft. credit union facility located on Wesley Chapel Road across from the UC transfer station. This new facility will replace the existing site on US 74. [Project Folder](#)
- **SP2015-026 Sun Valley Commons Building 22:** Proposed 11,463 sq. ft. multi-tenant building at Sun Valley Commons shopping center (theater site). Comments sent on 12/4. Resubmittal of plans 3/18/16. Final approval from UCPW 4/8/16. Town approval of plans 4/15/16. [Project Folder](#)
- **SP2016-010 Valvoline:** Proposed 2,000 sq. ft. oil change and auto repair center on Lot 3 of Sun Valley Commons (fronting Wesley Chapel Rd.). Applicant is Quality Automotive Services. Approval to construct issued 8/11/16.
- **SP2016-011 Harris Teeter Dist. Ctr. Parking Lot Expansion:** Proposed trailer parking area expansion for distribution center.

**Rox Burhans, Planning Director**

- **SP2014-007 Glenn Oaks Apartments:** Site Plan submittal for proposed 204-unit apartment community and related improvements located off Old Monroe Road behind the Family Dollar retail establishment (under construction). [Project Files](#)

**Ryan Lipp, Planner**

- **Wal-mart Online Pick-up:** Located at 2101 Younts Road. Site plan for a proposed parking and storage area for online pick up orders.

**Committee Updates:**

- **Tree Board:** The next meeting is scheduled for 3/21. Please see [website](#) for meeting agenda and minutes.

**Number of New Businesses (8):**

- **Wildcat Petroleum-** 3001 Chamber Drive. Office.
- **The Powder Room Arcade-** 4305 G Old Monroe Rd. Beauty product retail.
- **Enterprise Rent-A-Car-** 13711 E Independence Blvd. Rental car business.
- **Chestnut Medical-** 1013 Chestnut Lane Suite 210. Family medical practice.
- **CAG Body and Paint-** 3800 Gribble Rd. Auto body and paint shop.
- **Simply Diverse Vinyls and Auto-** 319 Unionville Indian Trail Rd. Motor vehicle repair shop including custom decal, vinyl signs and stickers.
- **360 Auto Imports-** 319 F Unionville Indian Trail rd. Auto repair shop.
- **Out of the Attic-** 5824 W Hwy 74. Consignment shop.

**WEEKLY REPORT 2/22/17 – 3/13/17**

PERMITS		CODE ENFORCEMENT	
Alarm	87	Sign/Banner Violations	21
False Alarm	89	New Nuisance Violations (i.e. Tall Grass, Junk, etc.)	26
Compliances	12	Residential Zoning Compliance Inspections-New	12

		Construction	
Zoning	27	Violation Re-Inspections – Ordinance Compliance	34
Sign/Banner	7	Citizen Ordinance Education	29
New Project Reviews	8	Minimum Housing Inspections/Hearings	3
Misc Invoice	3	Property Lien Actions	0
		Auto Violations (i.e. junk vehicles, etc.)	15
		Notice of Violation or Written Warning	20
		ZONES	1-8

# Public Services Division

**Maintenance Shed:** The Towns contractor Hostetter and Son Construction, Inc. has completed the maintenance shed at CCP. The final CO is in the process of being acquired from Union County.

**Crooked Creek Park Dog Park and Splash Pad Water Service:** Division staff is working with Development Services staff to completing the contract bidding phase. The project is to install two water services at CCP for the Dog Park and Splash Pad respectively. Staff plans on bring the prospective low bid to the March 28, 2017 Council meeting.

**CCP Walking Trails:** Town staff is still installing the 2000' of additional trails. Clearing has been completed while most of the stone base has been installed as well.

**Rogers Road Sidewalk:** The project is continuing to progress to completion. Work is over 98% completed along Rogers Road and 100% along Sardis Road.

**Street Sweeping:** The Town held a second successful street sweeping campaign on all Town maintained street with curb and gutter from Feb. 28 – March 10.

**FY18 Budget:** The Division attended and presented at the first budget meeting on March 4, 2017. Staff is working diligently on putting together a fiscally responsible first draft of the Divisions budget.

## Parks and Recreation

**Grant:** The Town was awarded a Connect NC grant through the state that will fund an accessible playground. The total amount funded from this grant is \$172,000.

**Events and Programs:** Staff finalize the spring athletic field and tournament schedules. Staff finalized spring programs and summer camp dates. The first Baseball Tournament of 2017 season was held on March 11, 2017 at Crooked Creek Park. Founders Day took at place at the Cultural Arts Center on March 12, 2017. The Rogers family were celebrated for its long tenure and dedication to the Town and community.

**CCP Phase 2:** Staff continues to work with Woolpert on design, scope, schedule and potential budget.

**CCP Playground Equipment:** Two new pieces of equipment were installed within the existing playground.

**Splash Pad:** Staff continues to work with Cunningham Recreation on everything related to the construction of the project.

**Marketing:** Staff created and shipped the Towns first ever Park & Recreation program guide. This guide includes information about upcoming programs, events and overall park information. These were mailed to every household in Indian Trail. Staff has received great response for everyone on this initiative.

**Sponsorships:** Staff continues to meet with potential sponsors.

**Part-time Staff:** All part time positions have been interviewed and hired for the season.

## **Public Works**

**CCP Trails:** DPW staff are installing stone for the addition trails.

**Stormwater:** DPW staff has completed 10 plus ranked and qualifying stormwater project and continues to make efforts to be more proactive then reactive on stormwater maintenance concerns.

**Sidewalk:** Several locations within the Town Subdivision were repaired and replaced.

**Park Maintenance:** Routine maintenance was completed at all park facilities. Staff has completed pre-season field prep for the upcoming season of tournaments and play.

**Equipment Repairs and Service:** Several pieces of equipment have been serviced and repaired by staff over the last few weeks.

**Buildings and Grounds:** Routine maintenance was completed at all Town facilities.

**Part-time Staff:** All part time positions have been interviewed and hired for the season.

**Kiosk:** New information kiosk were installed around CCP.

**Training:** Staff attended additional training classes for ongoing certifications.

## **Solid Waste**

**Solid Waste:** Staff has meet and assisted the RFP team with gathering additional information requested by Town Council at the March 4, 2017 budget workshop.

**Waste Pro:** Staff continues to administer the contract. Staff held their monthly meeting with Waste Pro to review operations and any ongoing issues or concerns.