



<https://us02web.zoom.us/j/83094644784>

AGENDA

CALL TO ORDER

Pledge Allegiance to the Flag (CM)

Moment of Silence

ADOPTION OF AGENDA

APPROVAL OF THE MINUTES

- [1.](#) Minutes of December 13, 2022 Town Council Meeting

CONSENT AGENDA

- [2.](#) Budget Amendment 2023-8 (*Chris Tucker*)
- [3.](#) Resolution 2023-1 for Surplus Items (*Lisa Snyder*)

PUBLIC COMMENT

PUBLIC HEARING - None

OLD BUSINESS - None

NEW BUSINESS

- [4.](#) Council Meetings and Work Sessions Dates for 2023 (*Lisa Snyder*) - **ACTION ITEM**
- [5.](#) Planning Board and BOA Appointments for 2023 (*Lisa Snyder*)
- [6.](#) Openings for boards and committees for 2023 (*Lisa Snyder*) – **ACTION ITEM**

MANAGER'S REPORT

MONTHLY STAFF REPORTS

- 7. Public Works
 - Parks and Rec
 - Planning & Zoning
 - PCS
 - PD
 - Human Resources

CALENDAR FOR COUNCIL

- 8. Calendar for Council - January

CLOSED SESSION

- 9. Per NCGS 143-318-11 (5) real estate municipal building.

If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Lisa Snyder, Clerk of Council, at 704-889-2291 or lsnyder@pinevillenc.gov. Three days' notice is required.



TOWN COUNCIL REGULAR MEETING
TOWN HALL COUNCIL CHAMBERS
TUESDAY, DECEMBER 13, 2022, AT 6:30 PM

MINUTES

CALL TO ORDER

Mayor Jack Edwards called the meeting to order @ 6:30 pm.

Mayor: Jack Edwards
 Mayor Pro Tem: Ed Samaha
 Council Members: Chris McDonough, Les Gladden
 Town Manager: Ryan Spitzer
 Town Clerk: Lisa Snyder

Absent: Council Member Amelia Stinson-Wesley

PLEDGE ALLEGIANCE TO THE FLAG

Council Member Les Gladden led everyone in the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Jack Edwards asked for a moment of silence. Amelia will not be here; she has Covid, she was tested today and she is home and can't talk, not feeling very well, so remember her in your prayers, as always remember our military, our fire, our police service, every single day. Thank you, Chief.

ADOPTION OF AGENDA

Mayor Edwards said there is one additional change under Closed Session. There will be one additional personnel issue and one real estate issue added, so we have three items. Mayor Pro Tem Ed Samaha moved to accept the Consent Agenda with the one change, with a second made by Council member Chris McDonough.. **(Approved 3-0)**.

APPROVAL OF MINUTES

The Minutes of the Town Council Meeting on November 8th, 2022, the Special Meeting on November 18th, 2022, were submitted for approval. Council member McDonough moved to approve the minutes as presented, with a second made by Mayor Pro Tem Samaha. All Ayes. **(Approved 3-0)**

CONSENT AGENDA

Consent Agenda is Resolution 2022-11 for sale of surplus items, Tax Refunds and Budget Amendment. Mayor Pro Tem Samaha moved to approve the Consent Agenda as presented with a second made by Council Member McDonough. **(Approved 3-0)**

BOARD UPDATES and PUBLIC COMMENT

There were no Board updates.

Pineville Neighbors Place, Kevin Kendrick. Kevin Kendrick presented a report on behalf of Pineville Neighbors Place. The food drive sponsored by the Town of Pineville is continued through the end of December. Drop off food donations at the electric company, Town Hall, or the Belle Johnston Community Center. Shop with a Cop is going strong. On Saturday morning, 44 Pineville elementary students shopped with our Pineville police officers. On Thursday, parents of 119 Sterling elementary students will pick up donated toys for their children. They also sponsor 10 residents at Pineville Rehab. Altogether, with our help, we have provided Christmas joy for 296 people.

The Pineville Neighbors Board is working on the succession plan for when Jane retires next summer. The position of Executive Director has been advertised and they have received 16 applications so far. The screening process has begun, and they look forward to finding the most qualified candidate for the next chapter of service to our community by Pineville neighbors. The Pineville Neighbors office will be closed from December 23rd through January 2nd for the holidays.

PUBLIC HEARING

Public Hearing regarding the rezoning of 106 Franklin from R12 single-family residential to RMX residential mixed-use. Mayor Pro Tem Samaha moved to go into public hearing with a second provided by Council member Les Gladden. All ayes. Planning and Zoning Director Travis Morgan said that property owner, Darin Morton, first inquired about straightening the property lines between his two properties on 618 Main and 106 Franklin. Both properties are zoned separately and adjusting property lines would impact zoning boundaries, as well. There are no development plans by the property owner, and he is willing to dedicate a portion of his lot to the Town for right-of-way. Existing Main Street property line goes into the vehicular lane. Mr. Morgan proposes 16.7 feet dedicated Town right-of-way (9.6 feet from back of curb) along main and 6 feet from back of curb along Franklin. This is consistent with adopted plans. His request has gone in front of the Planning Board, and they have approved.

Pineville resident, Yvette Isaacs, lives on Brian Circle and asked about the rezoning and what will be done. Mr. Morgan replied that it will be a conditional site.

Pineville resident, David Phillips didn't sign up for public comment, but he didn't realize that we were going to add things to the executive session tonight. He would be extremely cautious if the person that we added tonight, has anything to do with the development, who bought the land around Church and College; he has no rights or special privileges to the land down here. He doesn't understand why, all of a sudden, he gets put on this agenda. It's not appropriate to do that. All kinds of things have been done with this property behind closed door meetings with this developer and it's going to stop. If he has to get an attorney involved it's going to stop. It's not getting done right and every one of you know it. I'm going to fight from start to finish. We love our Town.

Town Manager and Mayor Edwards advised Mr. Phillips that it has nothing to do with that property.

Council member Gladden asked Mr. Morgan how far this is this going to eat back into the residential area? Can he build a three-story office building there? Mr. Gladden wants to protect the old established neighborhood. Mr. Morgan replied that this property and the northern property are zoned R-12 and extend further south than the other adjacent RMX zoning lines. He would thus far only support going so far to match the adjacent overall RMX zoning line. Mr. Gladden said that we need to ensure that there's a stopping point to go from business to residential, and inquired about zoning uses. Mr. Morgan replied residential and light commercial uses, like the existing State Farm office, or as fully detailed in the permitted uses chart. Some higher intensity uses like apartments are conditional only. New developments tend to seek site-specific approvals, giving council another opportunity in the future to review a development plan. Mayor Pro Tem Samaha concurred, as well as Council Member McDonough.

Mayor Pro Tem Samaha moved to leave the public hearing with a second made by Council Member McDonough. All ayes. **(Approved 3-0)**

Mayor Edwards responded to Mr. David Phillips that he has an issue with inuendo of threat when we are doing everything based on state law and what we can do in closed session. There is nothing being done behind the scenes. We've had two people come forward over the last few years, with interest in the mill. They have a right to at least present what he has to offer. What we approve, is two different things. If there are other people out there, we will certainly entertain that.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Auditor Presentation. Finance Director Chris Tucker introduced Ko Tang Cha-Moses, with Martin and Starnes, who presented the audit findings with council. The state has not accepted our report yet, but they do not anticipate having any major concerns. The General Fund had a very positive year. The Electric fund remains healthy and Telephone funds remain consistent with their recent activity. Current assets can cover current liability by 5.42 ratio and this is not a concern for the Town. Mr. Tucker added that he previously sent Mayor, Council, and the Town Manager an email with more detailed information. Bound books should be available by mid-January.

Assessor Presentation (Ken Joyner). Mr. Joyner stated that revaluations are done in each county at least once every eight years, per NCGS 105-286. It was last done in 2019. The Mecklenburg County Board of Commissioners have advanced the revaluations to a four-year cycle. The purpose is to keep the values current, the public stays more educated on the revaluation process, and reduces the likelihood of large market increases. It is not a means to increase property tax revenue. The notification review and appeal process has been pushed back from January to March for sales up to January 1st. Mr. Joyner outlined the process that takes place, which includes five steps. Communication has been made easy for customers. A QR code is available and now will take you directly to see what your home's value is. If a customer is not tech-savvy, a form will be mailed to them. He added that his department cannot accept .zip files at this time. In conclusion, he discussed the qualifications for tax exemptions and exclusions. Applications are available online.

Mayor Edwards said that Pineville's revaluations have gone up 64%. Council Member Gladden added that their tax rates will go up that much. It has gone from an eight-year cycle to a four-year cycle and asked why? Mr. Joyner replied that the decision was made prior to the market changes. Council member Gladden concurred with Mayor Edwards and added that many of the Town's residents are going to suffer, especially those that are fixed incomes.

Mr. Joyner responded that revenue neutral does not mean that you've got less revenue it means that you've got the same level of revenue and growth that you've seen over the last x number of years. Council member McDonough asked if the commissioners have talked about going from eight years to six years and let this higher inflation seek a level that would be more tolerable. Mr. Joyner replied that no, there has not been any discussion with that.

Rezoning of 106 Franklin from R12 single-family residential, to RMX residential mixed-use. Mr. Morgan advised that since the public hearing portion is closed, he can answer any questions on this request. He asked for a motion for approval on the modification of this process. Council Member McDonough says that it's logical that the lines be evened out. Council member Gladden reminded council that it will be straight RMX. Mayor pro tem Samaha is ok with the change and that it cleans up the lot lines. Mr. Morgan reiterated that the change is consistent with the Plan.

Motion to accept the zoning of 106 Franklin from R12 single-family residential, to RMX residential mixed-use was made by Council member Gladden with a second made by Mayor pro tem Samaha. **(Approved 3-0)**

Recap of Fall Fest (Matt Jakubowski/Jordan Williams). They propose to keep the event at Jack Hughes Park. The survey comments, from the survey, talked about vendors, wrist bands, repositioning the stage, among other items. They met with the police department about traffic flow and how we can make that better logistically. Mr. Jakubowski estimated that there were 2,000 people that attended the Fall Fest this year.

CDBG for fitness court at Belle Johnston Community Center. Mr. Jakubowski announced that Mecklenburg County approved the funding for this project, and he is waiting for the allocation. He showed the new proposed location for the outdoor fitness equipment. Based on federal stipulations and wildlife, they recommended that the location be moved. Town

Manager Ryan Spitzer explained that when near water, you have to go through the National Fish and Wildlife Service, and if you're within 100 feet of the water, you take a chance on not getting permitted. The County has to use the CDBG funds during this fiscal year and didn't want to take a chance on losing the funds.

Manager's Report. Mr. Spitzer reported that Jack Hughes Park will be closed tomorrow for training in the park area for one day. The Christmas Party for the Town is from 11 to 2 on December 22nd. After 11:00 am, Town offices will be closed. They will also be closed December 23rd through December 27th. They will be closed January 2nd for the New Year holiday. The library grand opening was a big success. The Cone Mill memorial is at 80% design currently. They are discussing the lighting. Mr. Spitzer will report to council in January. The Greenway connector is anticipated to be done by mid-January then will go out for bid. The County agreed to the ETJ services last month. We will be getting approximately \$812,000 per year for that project for four years.

Mayor Edwards announced a five-minute recess before going into Closed Session pursuant to NCGS 143-318-11(5) – a real estate matter.

Council Member McDonough moved to go into Closed Session with a second made by Mayor pro tem Samaha. All ayes.

ADJOURNMENT

Motion was made by Council Member Gladden to adjourn followed by a second made by Council Member McDonough (**Approved 3-0**) The meeting was adjourned at 9:19 pm.

Jack Edwards

ATTEST: _____
Lisa Snyder, Town Clerk



January 5, 2023

To: Honorable Mayor and Town Council
Ryan Spitzer, Town Manager
Lisa Snyder, Town Clerk

From: Christopher Tucker, Finance Director CMT

RE: Council Action Request – Budget Amendment 2023-8

For Council's consideration at the January 10, 2023 Council Meeting, please find attached Budget Amendment 2023-8.

The purpose of the budget amendment is to increase **Insurance Proceeds** revenue and increase **General Fund – Recreation** appropriation in the amount of **\$63,800** for expenditures associated with repair of concession stand and restroom damages at Jack Hughes Park.

Staff recommends approval as presented.

TOWN OF PINEVILLE NC
BUDGET AMENDMENT #2023-8
January 10, 2023
FISCAL YEAR 2022-2023

FUND / ACCOUNT #	ACCOUNT TYPE	DESCRIPTION	CURRENT BUDGET	CHANGE (+ / -)	AMENDED BUDGET
General Fund					
3350.2000.10	Revenue	Insurance Proceeds	-	63,800	63,800
Total Fund Revenues			<u>20,588,638</u>	<u>63,800</u>	<u>20,652,438</u>
	Expenditure	Recreation	2,205,181	63,800	2,268,981
Total Fund Expenditures			<u>20,588,638</u>	<u>63,800</u>	<u>20,652,438</u>

DESCRIPTION: To increase insurance proceeds revenue and appropriate towards Recreation operations

Mayor

Budget Officer



Town Clerk

Finance Director



RESOLUTION NO. 2023-1

**RESOLUTION OF THE TOWN OF PINEVILLE, NORTH
CAROLINA DECLARING SURPLUS ITEMS FOR SALE VIA
ELECTRONIC AUCTION AND/OR DISPOSAL VIA
DONATION OR RECYCLE**

WHEREAS, G.S 160A-265 authorizes the Town Council to dispose of surplus property and G.S.160A-270 (c) authorizes the sale of surplus property by means of electronic auction; and

WHEREAS, the Town Manager, along with Department Heads, have declared surplus and unusable personal property as listed in “Exhibit A”;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Town Council hereby authorize the Town Manager to dispose of some of the listed items by utilizing the on-line internet auction services of Public Surplus and/or Gov Deals and the Town Clerk to dispose of other surplus items via donation or recycling of such items. The Town Manager and Town Clerk shall have the right to add or delete from the properties listed and any items not sold may be disposed of by any others means available, including sale at public auction, donation to non-profit organization, or destruction, whichever is deemed to be in the best interest of the Town.

Adopted this _____ day of January, 2023.

ATTEST:

SEAL:

Jack Edwards, Mayor

Lisa Snyder, Town Clerk

EXHIBIT "A"

Surplus Property for Auction, Donation, Recycling, Destruction, Sale

Surplus Items

Dept.	Item/Desc/VIN#	Make/Model	Misc.	How Disposed	Eff. Date	Miles
PUBLIC WORKS	PTO driven rear-mounted tractor flail	VMS RD378R		Online Auction	1/10/23	
PUBLIC WORKS	Late 70's tractor with rear PTO	Ford 3600		Online Auction	1/10/23	



MEMO TO: Mayor and Town Council

FROM: Lisa Snyder

DATE: 1/11/23

RE: Proposed Meeting Dates for 2023

Each year a list of meeting dates must be approved, posted, and also kept on file in the Office of the Clerk. Below is a list of proposed meeting dates for Council’s review and approval.

COUNCIL MEETINGS FOR 2023	WORK SESSIONS FOR 2023
2 ND Tuesday of each month @ Town Hall at 6:30 pm	4 TH Monday of each month @ Town Hall at 6:00 pm
Tuesday, January 10	Monday, January 23
Tuesday, February 14	Monday, February 27
Tuesday, March 14	Monday, March 27
Tuesday, April 11	Monday, April 24
Tuesday, May 9	Monday, May 22
Tuesday, June 13	Monday, June 26
Tuesday, July 11	Monday, July 24
Tuesday, August 15	Monday, August 28
Tuesday, September 12	Monday, September 25
Tuesday, October 10	Monday, October 23
Tuesday, November 14	Monday, November 27
Tuesday, December 12	

Action requested: Approve list of Council Meetings and Work Sessions for 2023.



MEMO TO: Mayor and Town Council

FROM: Lisa Snyder

DATE: 1/10/2023

RE: New Business: Annual Appointments

Each year the Council appoints representatives to various boards and committees as required by state law, town policy, or agency regulations. This is typically done at the beginning of the year, although some county committees/boards operate on a fiscal, rather than a calendar year and make their appointments at that time. The appointments that need to be made for 2023 are as follows:

THE PLANNING BOARD CURRENTLY HAS THE FOLLOWING OPENING(S):

Kevin Kendrick (2-year term expired 12/22)

****The Alternate to this Board is Gary Wright and he has resigned.
Kevin Kendrick is resigning from this board so we will need a replacement for him.***

THE BOA CURRENTLY HAS THE FOLLOWING OPENING(S):

David Neeley (3-year term expires 12/24)

****Alternates are needed for the BOA board.
David Neeley has resigned from this board and a replacement is needed for him.***

- ***No action needed at this time.***

Memorandum



To: Mayor and Town Council
From: Lisa Snyder
Date: 1/08/23
Re: Council-appointed Boards and Committees

Each year the **Council** appoints representatives to various boards and committees as required by state law, town policy or agency regulations. This is typically done at the beginning of the year, although some county committees/boards operate on a fiscal, rather than a calendar year and make their appointments at that time.

The following boards need your approval:

Centralina (COG)	Amelia Stinson-Wesley	2-year term
Citizen Transit Advisory Group	Justin Musick	2-year term
CRTPO	Jack Edwards	2-year term
Electricities	Jack Edwards	
Hazard Mitigation Committee	Gerlyn Garcia	(no term)
Municipal Education Advisory	Ed Samaha	2-year term

- **Approval needed by Council for these boards' representatives.**



PUBLIC WORKS

Department Update

To: Town Council

From: Chip Hill

Date: January 1, 2023

Re: **Public Works Updates**

Lynnwood/Lakeview: Final quantities being verified and plans/bid documents to be complete by 1/14. Plan is to advertise the project January 30th. Property easement assessment is in progress.

Lowery Street: Plans is 95% complete. Utilities are being contacted to update them regarding the project. Our plan is to advertise the project in March 2023.

Main Street Sidewalk Maintenance: Plans are complete. Next step is to get DOT encroachment agreement sent for approval so we can reach out to contractors for informal bids while waiting on the encroachment agreement approval.

Cone Avenue Park: Final plans to be completed by 1/19/23 for presentation to Council at the 1/23 meeting.

Dover/Cone Realignment: New right of way alignment was sent to Carolina Surveying for plat production. Conceptual drawings for the roadway realignment are complete.

Huntley Glen: Developer has completed two of the five ADA ramps. Upon the completion of the remaining three and the inspection of all five, we will approve the final lift of asphalt.

Miller Road: Miller Road is complete. All repairs have been completed and a two-year maintenance bond is in place. Town Staff and Mecklenburg County will do the final inspections at the end of the two years, at that time any deficiencies will be corrected before Town acceptance.

Pineville Court: A meeting requested by the developer has been scheduled for January 12th. The developer will be meeting with Town Staff, Mecklenburg County, and town engineer to discuss the repairs needed as a result of the storm drain video review. Updates will follow as needed.

***see attached easement permits issued/pending**

PERMITS ISSUED/PENDING

COMPANY

Fiscal Year 2023

COMPANY	LOCATION	STATUS	PERMIT NO
Electricities/AJ Molnar Southeastern Consulting Engineers	813 Main/810 Main to 511 Main/516 Main	Cancelled	
Spectrum/Melissa Sherrill Telics/Angie Jewett Telics	10518 Cadillac Street/Pineville Road	Cancelled	
Charlotte Water/Zach Pellicone	632 Eagleton Down Drive/Downs Rd and cul de sac	Issued	PW20220801EAGLETON632
AT&T/Kara Rydill/Lee Sadler #A02BQ76	11925 Carolina Logistics Drive	Issued	PW20221026CAROLINALOGISTICS11925
Spectrum/Tracey Kendall/STS Cable Services	9132 Willow Ridge Road/Willow Bend Circle	Cancelled	
Southeastern Consulting/A.J. Molner/Dynetek for Electricities	517 Main Street/Jack Hughes Lane/813 Main Street	Issued	PW20221007MAINS17
Level 3 Communications/Cindy Crews/Outsource Inc	505 Main Street/Reid Lane	Issued	PW20220804MAINST505
Charlotte Water/Zach Pellicone/Geneva Montgomery	233 Eden Circle/Cone Ave	Issued	PW20220801EDENCIRCLE233
Charlotte Water/Horsepower Site Service/Angel Caudle	10320 Rodney St/Industrial Drive	Issued	PW20221014RODNEY10320
Tower Engineering Professionals/Gage Martin/Samatha Hall	10851 Park Road, Charlotte/Pineville Matthews Rd	Issued	PW20221014PARKRD10851
Spectrum/Telics Permitting/Melissa Sharriell/Metro-Tech/Torrance Countrymen	10320 Rodney St/Industrial Drive	Issued	PW20221215RODNEY10320
AT&T/Rosita Villavicencio/Sourceone	10810 Park Crossing Drive	Pending	
Pineville Communications/Tammy Vachon/Frank Peay	Mallard Drive/Park Lake Drive	Issued	PW20220921MALLARD
AT&T/Sylvia Paschal/Sourceone	10625 to 10701 McMullen Creek Pkwy	Issued	PW20221007MCMULLENCREEK10625&10701
AT&T/Rosita Villavicencio/Sourceone	12115 Downs Rd	Issued	PW20221014DOWNS12115
Charlotte Water/Geneva Montgomery/Zack Pellicone	12031 Carolina Logistics Rd/Nations Ford Road	Issued	PW201025CAROLINALOGISTICS12031
Charlotte Water/Geneva Montgomery/Zack Pellicone	9919 Industrial Drive	Issued	PW20221202INDUSTRIAL9919
PNG/Mears Group/Carl Hamlin	McIntyre Ridge Rd/Jacks Lane(McCullough)	Issued	PW20221215MCINTYRERIDGE
PNG/Mears Group/Carl Hamlin	12025 Carolina Logistics Drive/Nations Ford Rd	Pending	
PNG/Lori Houck	307 Johnston Drive	Issued	PW20221209JOHNSTON307

December

2022

We had a wonderful December filled with Holiday programs and cheer. The new town Christmas tree lighted up Town Hall and was the focus point on our lighting the tree event. Hundreds gathered at Town Hall to partake in Smores led by our maintenance team, crafts for children, hot chocolate for all, a bounce house, letters to Santa and of course meeting Santa himself. Mr. Nigel led a Christmas sing along before we lit the tree. The Parks and Recreation program team also played Christmas games with the Senior Nutrition program, a Christmas grab and Go for children, and drive through Hot Cocoa day. Basketball tryout and practices began this month as we had over 150 kids register.



December

2022

General Programming – Belle Johnston

Pickleball: Open Pickleball times are Mondays and Friday from 9am-12pm and Wednesdays from 1:30pm-4:30pm. 132 participants

Karate: They hold classes on Wednesdays. 23 participants

Pre School Open Gym – Wednesday morning from 9a – 12p – 31 participants

Craft Day with Senior Nutrition –12 participants

Cookie Decorating with Seniors – 28 participants per class

National Cocoa Day – December 13 - 48 participants

Family Game Night – Bingo – 32 participants – December 16

Arts Delivered Workshop – 20 participants – December 17

Holiday Grab & Go Drive Through – 100 participants – December 20

Lake Park

Bootcamp with Lia – Bootcamp meets 5:45am – 6:45am M/W/F in Lake Park. 63 participated

Tai Chi: Hold classes T/Th/Sat under the large shelter/stage. 143 participated

Storytime in the Park – Mecklenburg County Library hosts Storytime in the park each Wednesday morning from 10am – 11am. 49 Kids/55 Adults

The Hut

Senior Fit – Senior Fit takes place at the Hut M – Thursdays. 247 participants

Yoga – 11 participants

Cardio Funk: Lem holds class on Tuesdays at 6:30pm. 16 participants

Town Hall

Christmas Tree Lighting – December 3rd – Around 400 patrons

December

2022

Jack Hughes

Facility Rentals

- *Shelter 1 at JH: 0 Rentals
- *Shelter 2 at JH: 0 Rentals
- *Shelter 3 at JH: 0 Rental

Jack Hughes Special Events

No tournaments in December.

Baseball Field Usage

On Deck used the field 4 outfield in December for winter workouts.

Multipurpose Field Usage

Carolina LAX used their box lacrosse structure for games/practices in December.

Park Maintenance Update

Belle Johnston/ Lake Park

- Blow leaves as needed
- Christmas Decorations
- Daily park check
- Monthly building inspections
- Repaired ADA Swing

The Hut

- Mulched Beds
- Trimmed all shrubbery
- Monthly building inspections
- Added River Stone in Rear Courtyard – 5 tons
- Christmas Tree Decorations

Cemetery

- Blow leaves as needed

Dog Park

- Removed limbs as needed

Jack Hughes

- Cleared out damaged equipment in concession stand
- Put new delivered equipment in concession stand
- Sanitize restrooms daily

December

2022

Serviced Kubota parts
Trimmed shrubs and shop clean up
Monthly building inspections
Leaf Removal as needed

Town Hall

Leaf Removal as needed
Assembled new Christmas tree and decorated
Assisted with Tree Lighting Program

Social Media

Facebook

Post Reach: 8,763
Post Engagements: 2,945
New Page Likes: +23 Total Page Likes: 4,296 Total Page Followers: 4,672

Instagram

New Followers: +21 Total Followers: 1,272

The Hut: 2 Rentals

The BJCC Dining Room: 5 Rentals

The BJCC Gym: 1 rental every Tuesday/Thursday

Large Shelter: 2 Rentals

Medium Shelter: 0 Rentals

Tot Lot at Lake Park: 0 Rentals

***Shelter 1 at JH:** 0 Rentals

***Shelter 2 at JH:** 1 Rentals

***Shelter 3 at JH:** 0 Rental

***WE DO NOT RENT JACK HUGHES SHELTERS WHEN THERE IS A TOURNAMENT GOING ON.**

December

2022

Administration

Daily Park Walks by all Full-Time staff

Monthly Building Inspection by all Full Time Staff

Hut rental showings provided monthly by all staff

Weekly field trips with Summer Camp by all Full Time Staff

Weekly staff meetings with staff

Weekly Facility Rentals/ Pull all rentals for the week/Make Kiosk Signs/ Make Check in/out sheet for Park Aides/ Check Request (Refunds/Deposits) after rentals are complete

Jordan attended the Monthly Boy Scout Troop 7 Committee Meeting.

Heather cleans BJCC daily

Erin and Heather audit shelter rentals weekly

Heather updates large kiosk monthly

Heather schedules community service workers/ show them what to do when they arrive

Erin creates and sends out new social media posts each week.

Erin/Heather order office supplies and cleaning supplies both weekly and monthly

Heather completes - Weekly Facility Rentals/ Pull all rentals for the week/Make Kiosk Signs/ Make Check in/out sheet for Park Aides/ Check Request (Refunds/Deposits) after rentals are complete

Matt/Heather do weekly Cash Register Deposits – weekly on Fridays

All staff - answer phones – give rental info, take payments for different programs, general questions about center and programs we offer, etc.

All staff - make resident cards / Show new residents around center

Heather schedules community service workers/ show them what to do when they arrive/ Weekly- email their time sheet to the Community Service Program office

All staff - Mon. /Wed. /Fri – Check in Pickleball players/ take payment

Heather sets up, sanitize, break down, and do sign- ups for Pre-School Open Gym every Wed.

Heather/Erin/Jordan create flyers for all programs

December

2022

Heather corresponded with Emma from Charlotte Ballet on doing another Culture block program class. She confirmed the Fitness Dance class will start January 9 (Mondays 6:30pm – 7:30pm)

Heather met with Shelia Douglas on Dec. 12 to set January Calendar for P&R to do activities with seniors.

Heather corresponded with Sharon C to do a paint class with the seniors on Jan. 25th

Senior Drive Thru/ Walk-In (National Cocoa Day) Dec. 13th – set up / Give out treat/ clean -up – 48

Heather researched/ Shopped for/ Played Christmas themed games with seniors on Dec. 15 - 14 participants

Heather shopped for prizes and snacks/ worked Family Game Night (Disney Trivia)/ (Nov. 18) – 32 participants

Heather worked on Jan./Feb./March newsletter – Contact instructors for updated info on classes, research national days, update Fitness class info, research and booked Senior fields trips, format the info that instructors from different programs we offer, create flyers for special events

All staff worked Tree Lighting Event (Dec. 3rd)– Started at the community center to boil water for hot chocolate, pour into large Cambro’s (took about 1 hour)/ Set up stations (craft, hot chocolate, smores, letters to Santa) at the Town Hall location/ Clean up

Jordan and Erin met with the lady to discuss painting of power boxes at Lake Park, Jack Hughes and new Town Hall area.

Jordan and Matt met with Linda Hood to discuss Community Garden.

Jordan met with Scooter Abrams to finalize Rock’n and Reel’n concert series.

Erin attended the Athletics Director’s Workshop in Greensboro Dec 5-7.

Erin met with the PE teacher at Pineville Elementary School to go over gym logistics.

Matt, Heather, Erin, Jordan handed out hot cocoa to seniors on senior drive thru day.

Heather and Erin handed out the Christmas grab n go bags.

Matthew met with Ryan with Brady Services to discuss updating cameras at Jack D. Hughes Park

Matthew met with Randy Chamberlain with Sports Court Charlotte to discuss Outdoor Pickleball design.

Department Update



To: Town Council

From: Travis Morgan

Date: 1/10/2023

Re: Town Planning Updates

PLANNING:

Main Street/Polk Intersection: NCDOT working on blind/handicap ramp revisions to this intersection. Anticipated second quarter 2024.

11719 Downs: CMS Bus lot building addition will be installing sidewalks and other improvements.

522/524 Main: Possible Grady Office building

207 North Polk: Jiffy lube full rebuild plans approved.

CODE ENFORCEMENT:

<p>High Weeds and Grass:</p>	<p>Dumpster:</p> <p>Community Appearance/Junk Vehicle: 10731 copperfield 407 James</p> <p>Signs: Lowe's</p> <p>Parking on Sidewalk: Stratfield Atwell Glen Stockdale Graceview Green Birch</p>	<p>Parking on the lawn: 10418 Osprey</p> <p>Commercial vehicles: 11300 carolina pl py</p>
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PINEVILLE COMMUNICATION SYSTEMS

INTERNET RESULTS FOR MONTH ENDING 12-31-2022



REVENUE AREA	TOTAL FOR MONTH ENDING 11-30-22	INSTALLS SOLD IN & COMPLETED IN NOV.	DISCONNECTS TAKEN & EXECUTED IN NOV.	TOTAL INTERNET FOR MONTH ENDING 11-30-2022	INSTALLS SOLD AND COMPLETED IN DEC.	DISCONNECTS TAKEN AND EXECUTED IN DEC.	MONTH ENDING 12-31-2022	SOLD IN DEC. ON SCHEDULE FOR INSTALLATION IN JAN.	TOTAL INTERNET FOR MONTH ENDING 12-31-2022
ILEC	506	7	-2	510	2	3	509	2	511
CLEC	632	7	-7	631	5	3	633	2	635
TOTAL	1132	14	-9	1141	7	6	1142	4	1146

****8-DISC 8-Moving out of area, 0-DISC to go to competitor, 0-DISC non pay,0 -Removing Service****

REVENUE AREA	PENDING INSTALLS ON SCHEDULE SOLD IN DEC. INSTALLING IN JAN.	SOLD WAITING FOR SIGNED CONTRACT SO THEY CAN BE SCHEDULED	UPGRADES IN SPEED COMPLETED IN DEC. WILL INCREASE REV	UPGRADES SOLD AFTER BILLING WILL INCREASE REV FEB.	EXISTING COPPER CUSTOMER CONVERTING TO FIBER ON SCHEDULE FOR DEC. OR COMPLETED IN JAN	PENDING DISCONNECTS ON SCHEDULE FOR DEC/JAN
ILEC	2	0	0	0	3	0
CLEC	2	0	0	0	0	0
TOTAL	4	0	0	0	3	0

****THE 1 PENDING DISCONNECTION OF SERVICE ORDERS ****

**** 4-THESE CUSTOMERS SOLD IN DEC. BUT INSTALLATION SCHEDULED FOR JAN. ****

****WE HAD 0 EXISTING ACCOUNTS THAT UPGRADE SPEED IN DEC.****

****3 EXISTING COPPER CUSTOMERS CONVERTING TO FIBER IN DEC. ****

100M TO 1 GIG SPEED OFFERING TAKE RATE TO DATE

INTERNET RESULTS FOR MONTH ENDING 12-31-2022	Nov-22 Dec. 2022		SERVICE AREA	RES OR BUS	SPEED	NET GROWTH/LOSS FROM PREVIOUS MONTH
1142	194	192	CLEC	RES	100M	
	64	65	CLEC	RES	200M	
	23	25	CLEC	RES	400M	
	204	205	CLEC	RES	1GIG	
	1	1	CLEC	BUS	100M	
	6	6	CLEC	BUS	GIG	
	25	25	ILEC	BUS	100M	
	6	6	ILEC	BUS	200M	
	7	7	ILEC	BUS	400M	
	20	20	ILEC	BUS	1 GIG	
	134	135	ILEC	RES	1 GIG	
	135	135	ILEC	RES	100M	
	22	22	ILEC	RES	200M	
	9	9	ILEC	RES	400M	
	850	853				
0.746935201						

75% of our Internet subscribers now subscriber to 100M or higher (decrease by from previous month)



RESIDENTIAL AND BUSINESS LINE COUNT MONTH ENDING 12-31-2022

CLEC LINE COUNT	TOTAL FOR MONTH ENDING 11-30-2022	TOTAL FOR MONTH ENDING 12-31-2022	NET LOSS/GAIN AS OF 12-31-2022
BUS	45	45	0
RES	108	107	-1
SUB TOTAL	153	152	-1
ILEC LINE COUNT	TOTAL FOR MONTH ENDING 11-30-2022	TOTAL FOR MONTH ENDING 12-31-2022	NET LOSS/GAIN AS OF 12-31-2022
BUS	349	349	0
RES	131	131	0
SUB TOTAL	480	480	
	633	632	-1



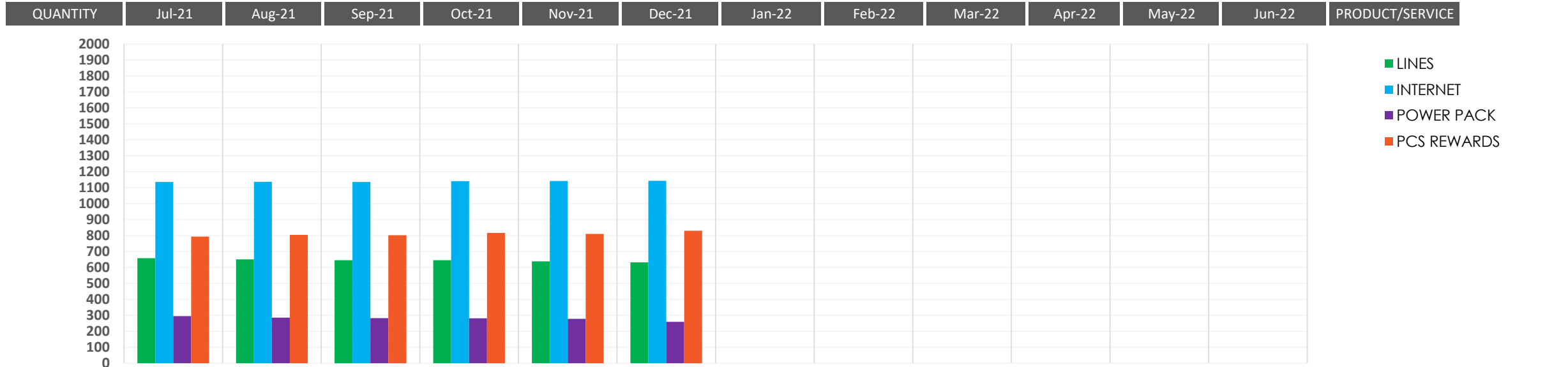
PCS REWARDS MONTH ENDING 12-31-2022

NET INCREASE OF POWER PACK DISCOUNTS 20

NET DECREASE OF PCS REWARDS DISCOUNTS -19

PCS REWARDS	Count as of 11-30-2022	Count as of 12-31-2022	Gain/Loss	
RES	810	830	20	
SUB TOTAL	810	830	20	
POWERPACK DISCOUNT	Count as of 11-30-2022	Count as of 12-31-2022	Gain/Loss	
RES	278	259	-19	
SUB TOTAL	278	259	-19	
TOTAL CUSTOMERS RECEIVING REWARDS	1099	1089	-1	

Lines, Internet, Power Pack and PCS Rewards FISCAL YEAR FY 23 (JULY 1, 2022 THRU JUNE 30, 2023)



PRODUCT	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total For FY22	Trend
LINES	658	651	645	645	638	632							-34	
INTERNET	1,135	1,137	1,135	1,141	1,142	1,143							114	
POWER PACK	295	286	283	282	278	259							-88	
PCS REWARDS	793	804	802	817	810	830							189	

632

The above totals are month ending reporting. For instance July totals are for month ending July 31st, August 31st, September 30th, October 31st & November 30th etc



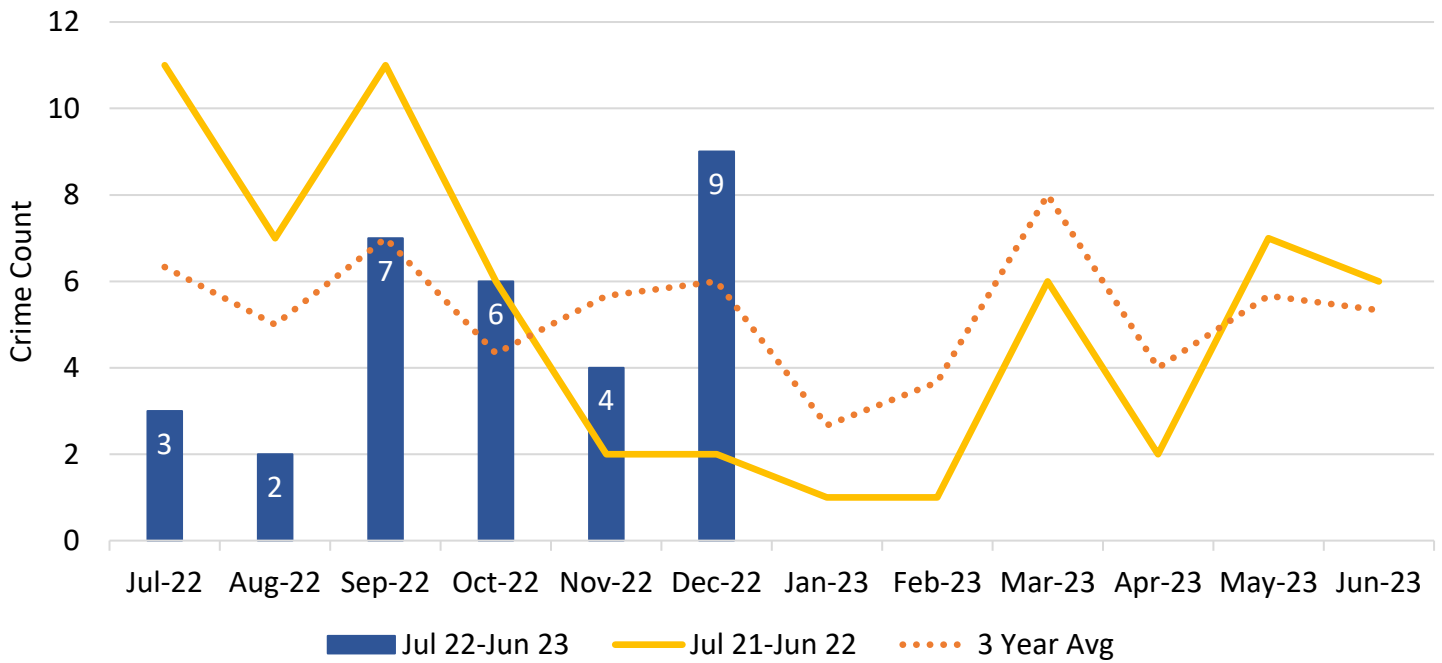
PINEVILLE POLICE DEPARTMENT

MONTHLY REPORT December 2022

Crime Goals

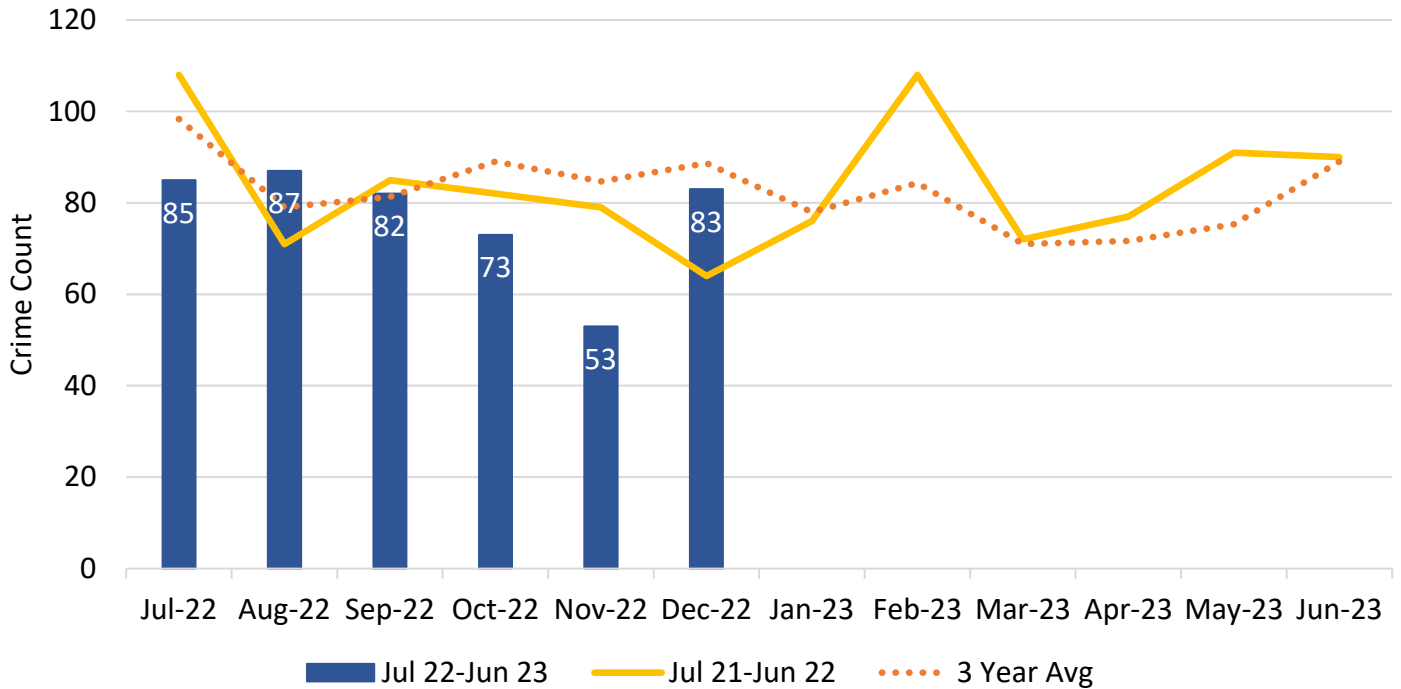
Below is the evaluation of the department’s crime goals. Goals are measured for 12 months based on the fiscal year. For the year of July 2022 – June 2023, the goals are to reduce violent crime by 5% and reduce property crime by 7%.

Part 1 Offenses: Violent Crime



Goal: -5%
 Baseline Jul 21 – Jun 22: 62
 Target Jul 22 – Jun 23: 58
 Jul 22 – Dec 22: 31
 Comparison to Jul 21 – Dec 21: -20.51%
 Comparison to Jul – Dec 3 Year Avg: **-8.82%**

Part 1 Offenses:
Property Crime



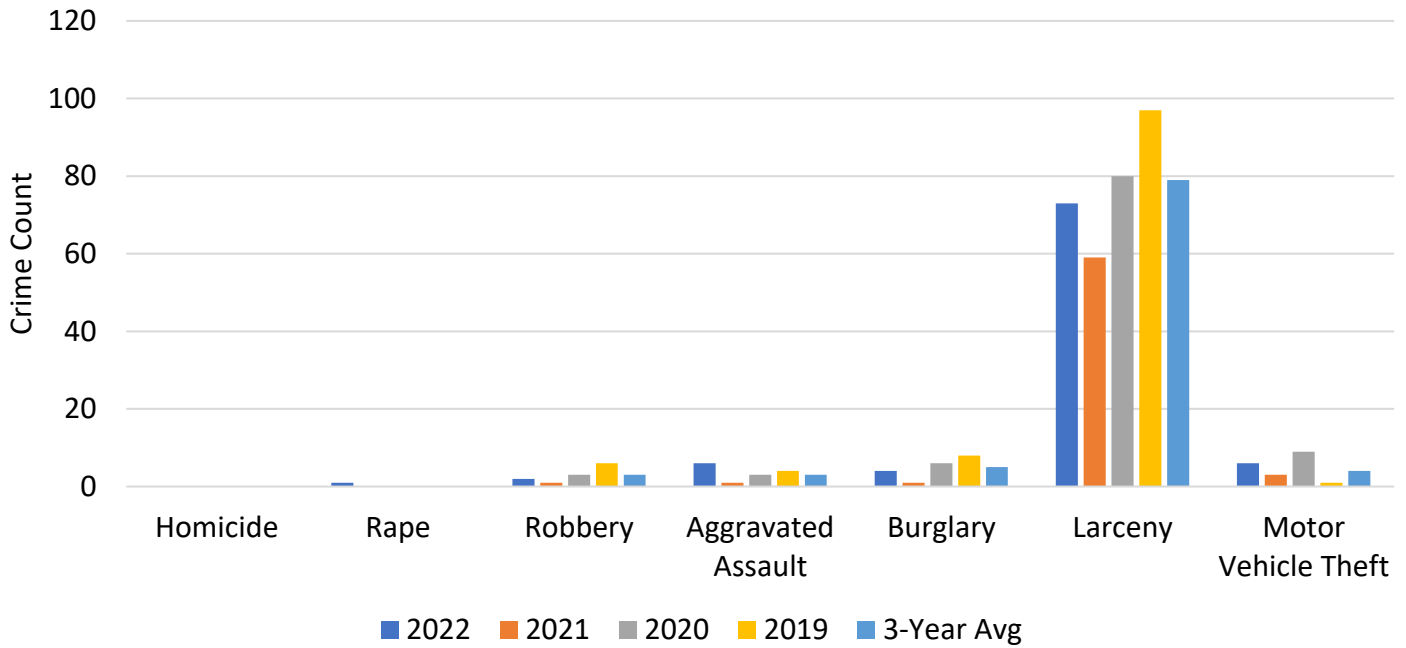
Goal: -7%
 Baseline Jul 21 – Jun 22: 1,003
 Target Jul 22 – Jun 23: 932
 Jul 22 – Dec 22: 463
 Comparison to Jul 21 – Dec 21: -5.32%
 Comparison to Jul – Dec 3 Year Avg: **-11.13%**

Monthly Crime Statistics

Below is a table and bar graph of the counts for Part 1 Offenses in December. For comparison, the same is shown for the past 3 years. The average of the 3 years was calculated.

December Crime Statistics					
Part 1 Offenses					
	2022	2021	2020	2019	3-year average (2019-2021)
Homicide	0	0	0	0	0
Rape	1	0	0	0	0
Robbery	2	1	3	6	3
Aggravated Assault	6	1	3	4	3
Burglary	4	1	6	8	5
Larceny	73	59	80	97	79
Motor Vehicle Theft	6	3	9	1	4

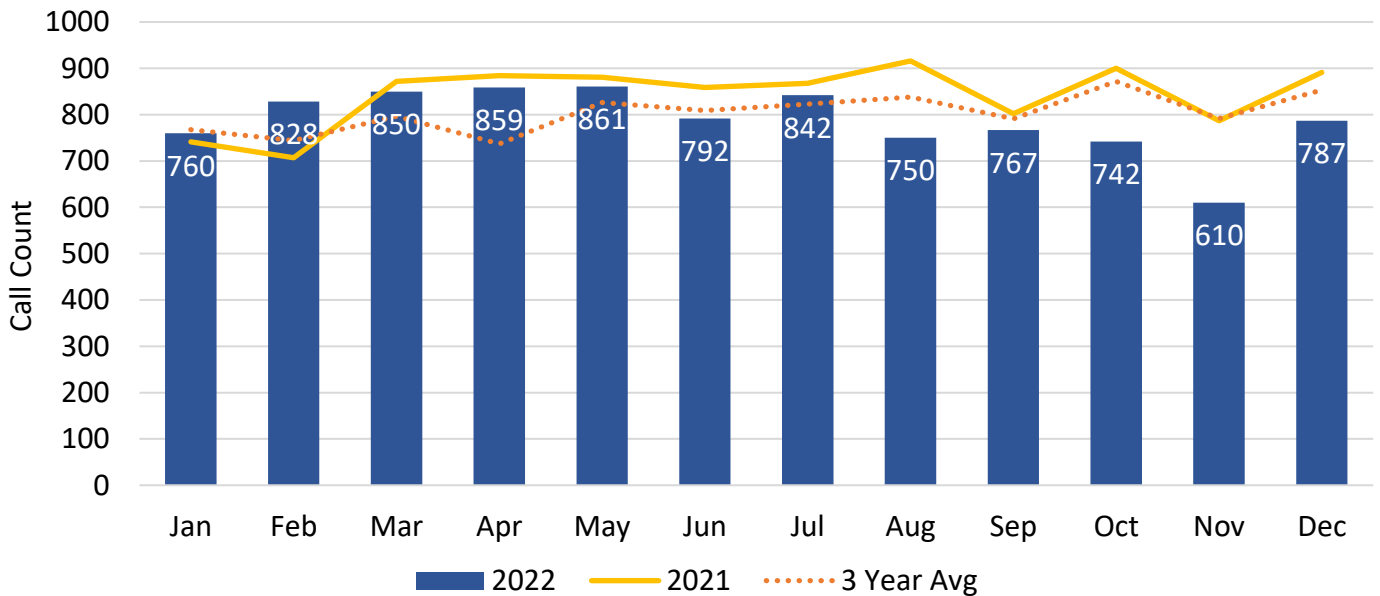
December Part 1 Offenses



Calls for Service

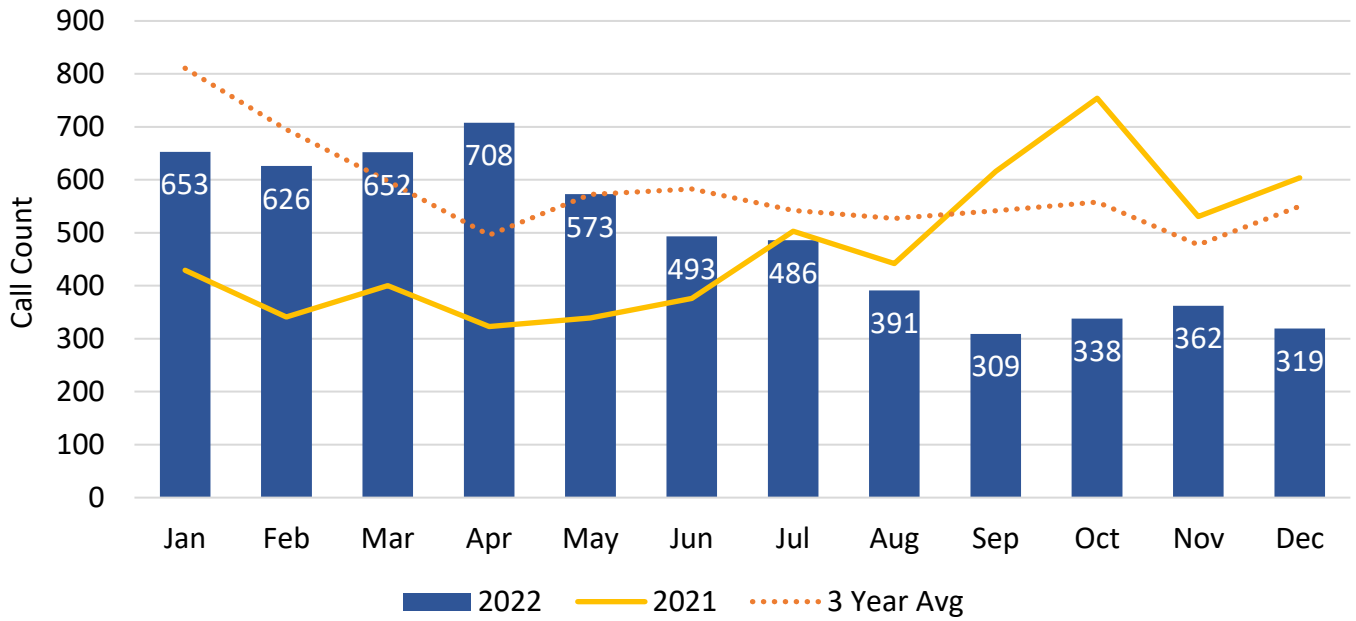
The graphs below display the number of calls for service in comparison to previous months and the previous 2 years. The first graph is citizen-generated calls. The second graph is officer-generated calls (zone checks and foot patrols excluded).

Citizen-Generated Calls for Service



*'how received' left blank not included

Officer-Generated Calls for Service



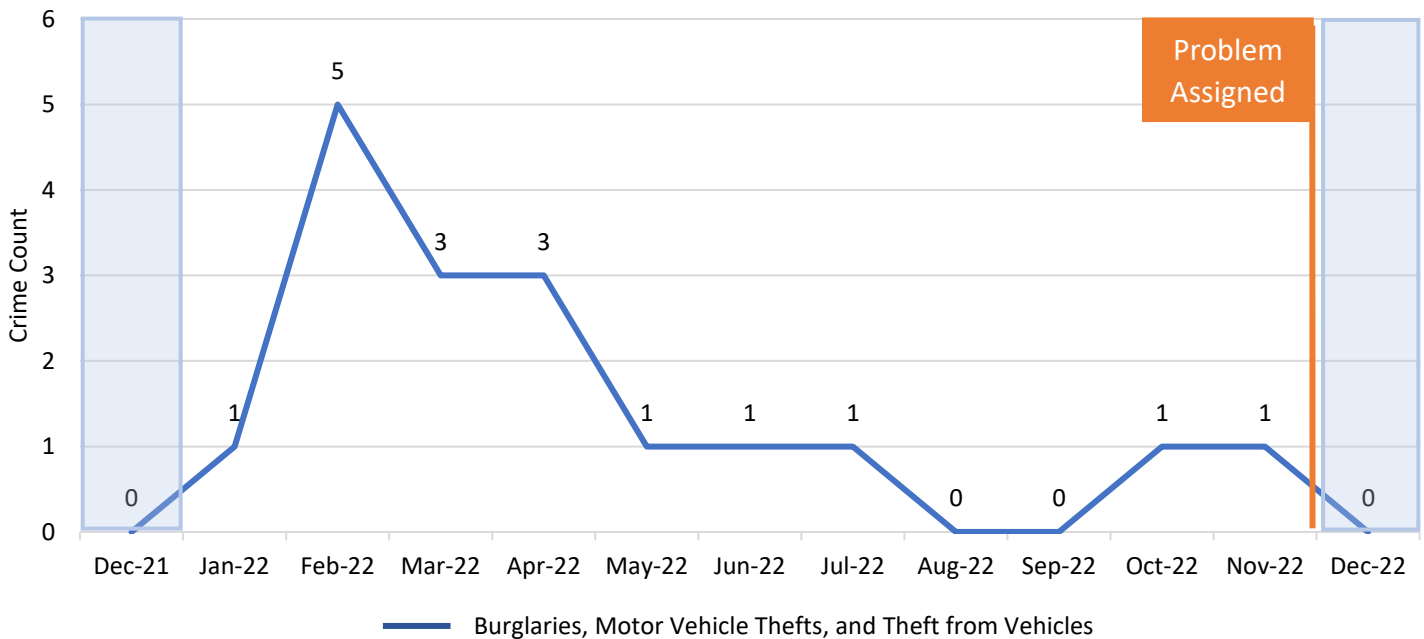
*zone checks and foot patrols removed; 'how received' left blank not included

Problem Locations

The following problem locations have been identified using 12 months of calls for service and crime data, showing a consistent crime problem. Each month, these locations are evaluated based off the crime and disorder the assignee was tasked to handle. Problem locations are evaluated until deemed successful.

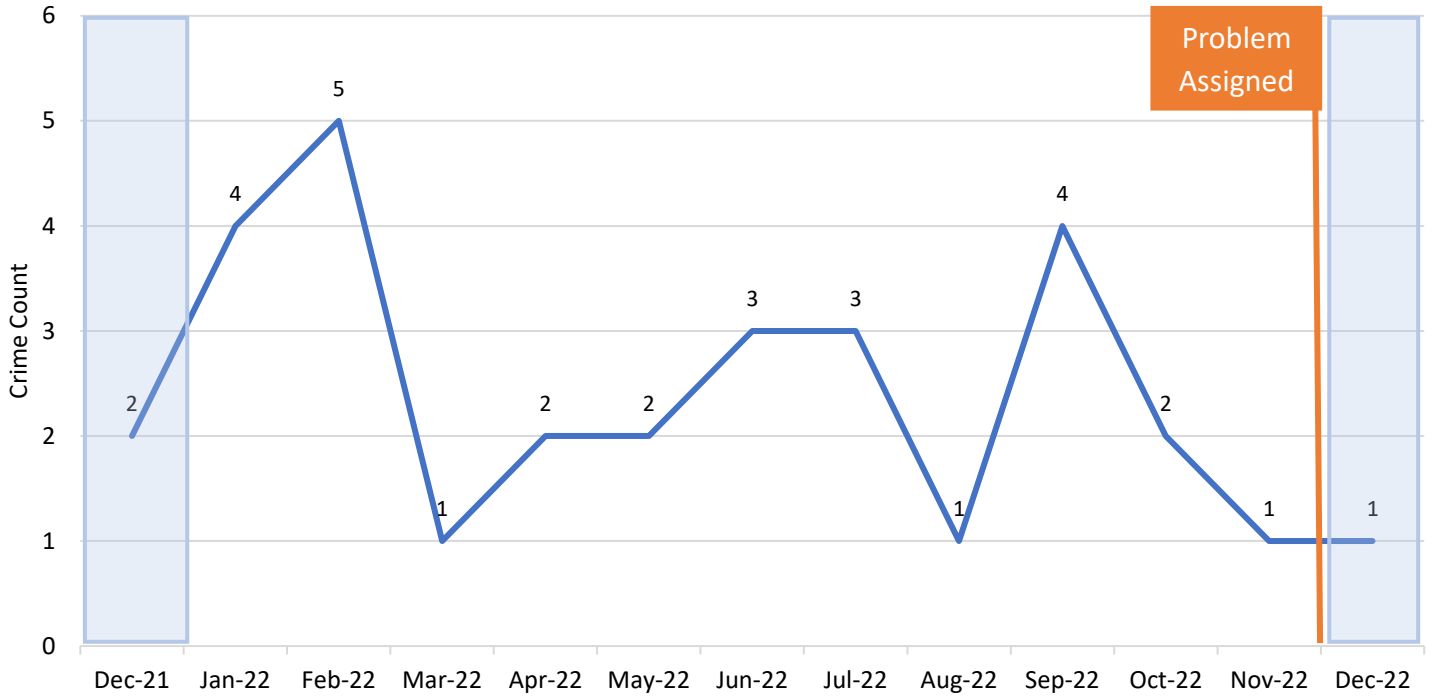
1. Sabal Point Apartments

% Change from Dec 2021 - 2022: N/A%



* data pulled from RMS by locations containing "sabal"; offense code equal to 220, 240, or 23F; unfounded removed

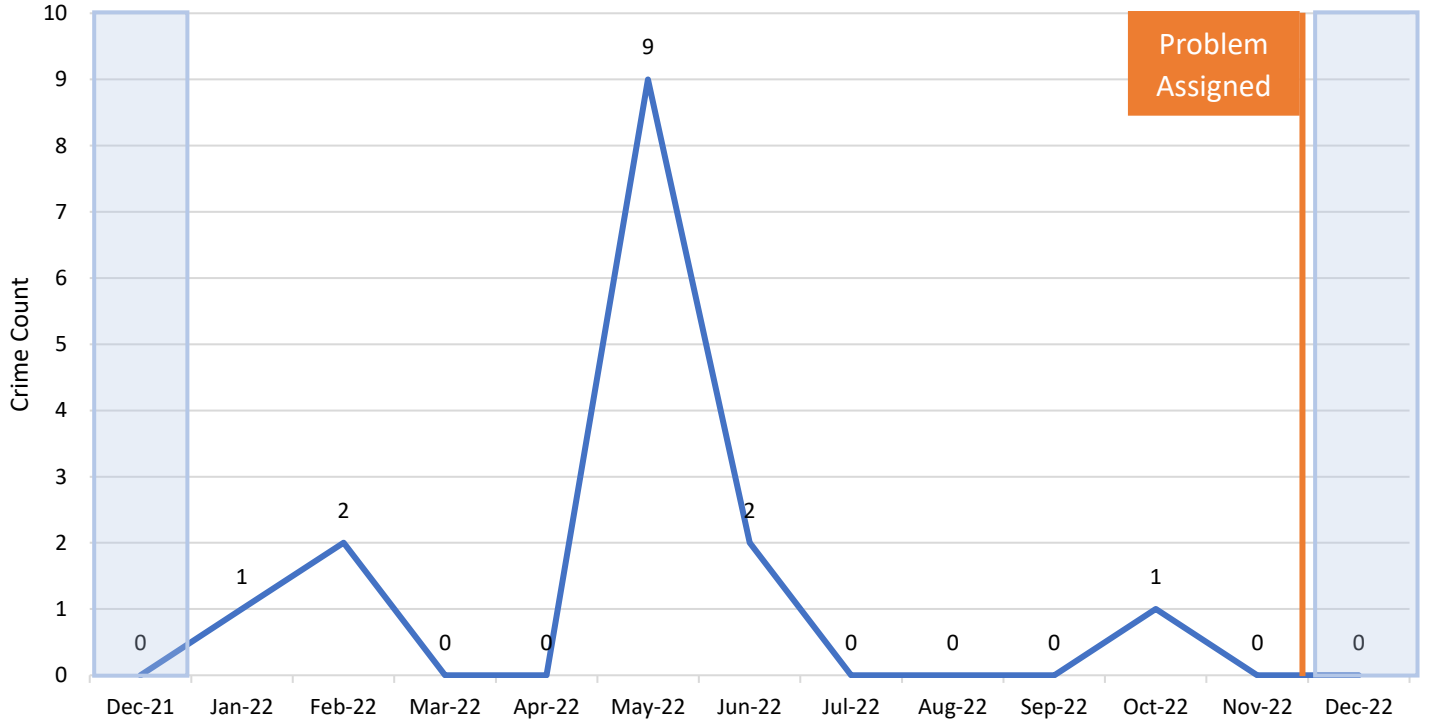
% Change from Dec 2021 - 2022: -50%



2. Willow Ridge Apartments

— Verbal Domestic

% Change from Dec 2021 - 2022: N/A%

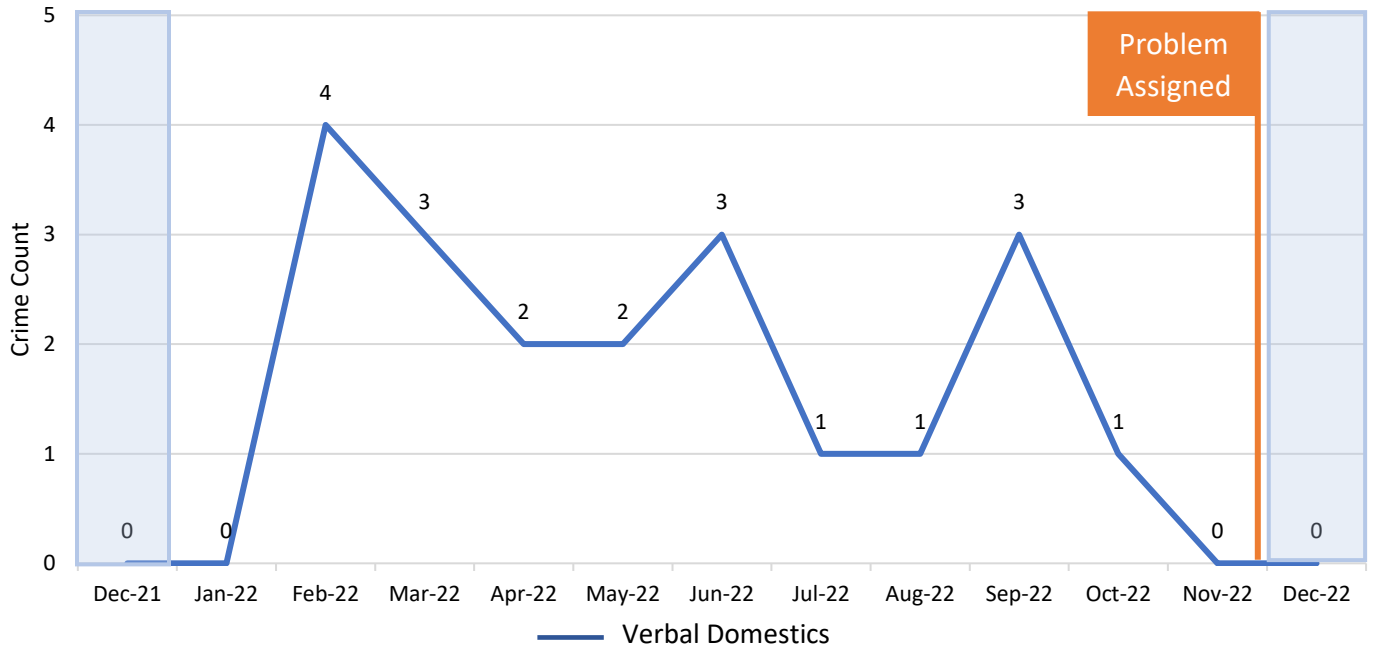


— Burglaries, Motor Vehicle Thefts, and Theft from Vehicles

*top chart disclaimer: data pulled from RMS by locations containing "sabal"; offense description containing "domestic"; unfounded removed

*bottom chart disclaimer: data pulled from RMS by locations containing "willow"; addresses not in Willow Ridge removed; offense code equal to 220, 240, or 23F; unfounded removed

% Change from Dec 2021 - 2022: N/A%



*data pulled from RMS by locations containing "willow"; addresses not in Willow Ridge removed; offense description containing "domestic"; unfounded removed

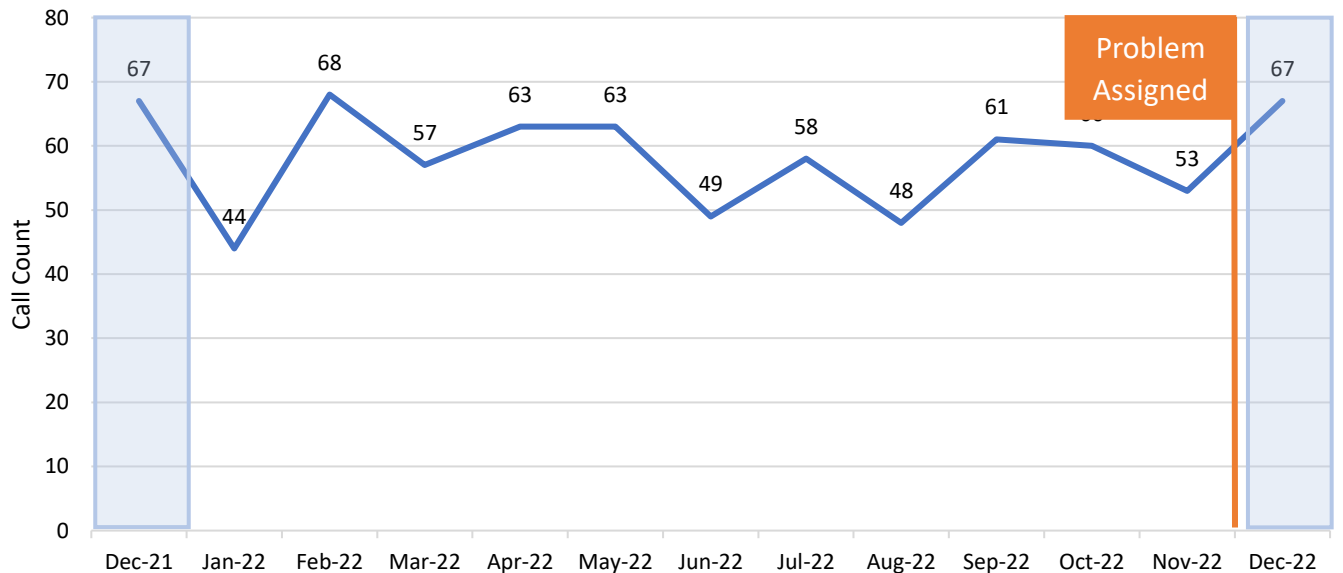
Problem Area

The problem area is Carolina Place Mall. It was identified using 12 months of calls for service and crime data, showing a consistent crime problem. Each month, the evaluation is based off the crime and disorder the assignee was tasked to handle. Since a problem area has more crime and disorder than a problem location, the evaluation is broken down into several charts. Problem areas are evaluated until deemed successful.

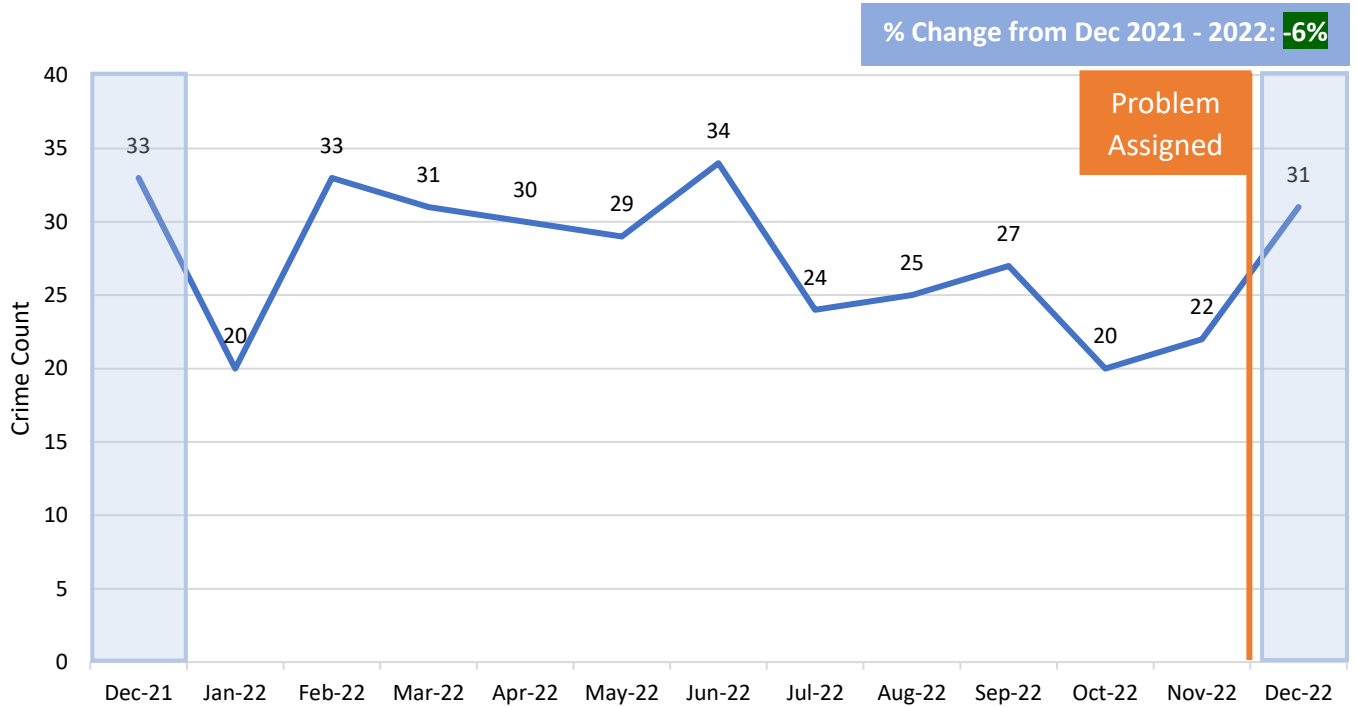
Carolina Place Mall

1. Citizen-Generated Calls for Service

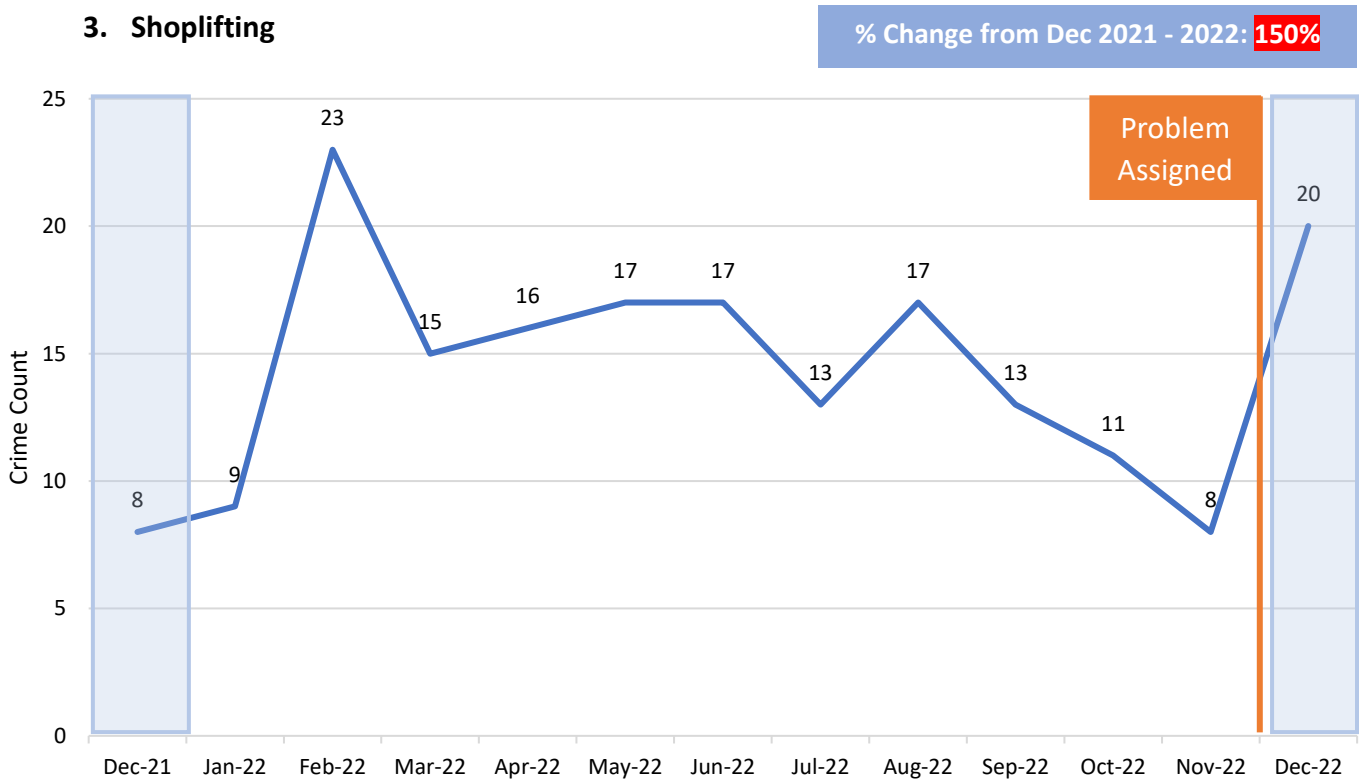
% Change from Dec 2021 - 2022: 0%



2. Group A Offenses: NIBRS Group A offenses are the more serious crimes such as Murder, Rape, Robbery, etc. There are 71 Group A Offenses. Group B offenses tend to be minor in nature, such as curfew/loitering/vagrancy violations, disorderly conduct, driving under the influence, etc.

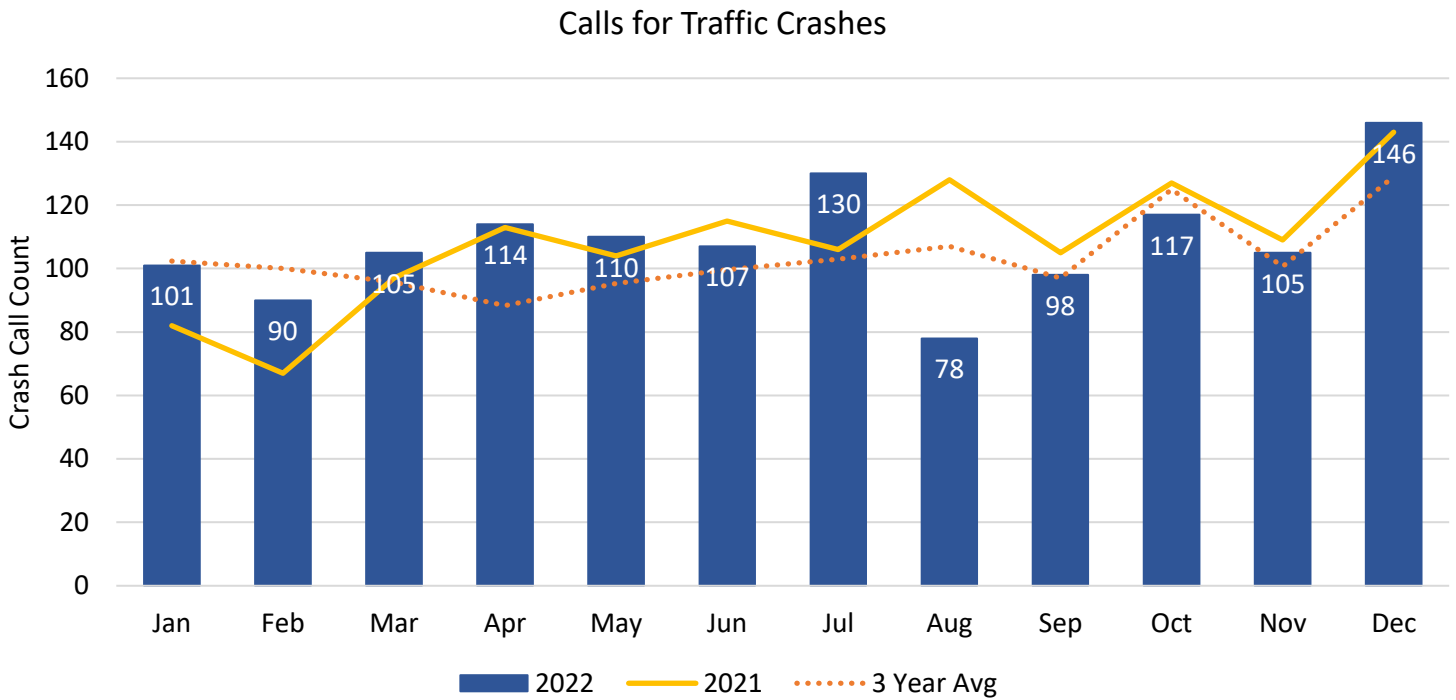


3. Shoplifting



*Chart 2 disclaimer: data pulled from RMS by locations containing "11001, 11009, 11017, 11033, 11025, 11041, 11049, 11055, 11059, 11067"; offense not containing "90" in code; unfounded removed
 *Chart 3 disclaimer: data pulled from RMS by locations containing "11001, 11009, 11017, 11033, 11025, 11041, 11049, 11055, 11059, 11067"; offense code equal to 23C; unfounded removed

Traffic Crash Data



*Counts are all traffic accident and hit and run calls with a disposition of report taken or rendered assistance MI

December Community Engagement

- Redeeming Love Ministries Men’s meeting
- Tree Lighting Ceremony
- Cornhole Tournament fundraiser at Outback
- Oakcrest Academy presentation to kids
- Worked on hallway project
- Worked on end of year report
- Working on video for Town Hall
- Taking pictures for Town Hall of the new building
- Weekly Walkabouts in town
- Shop with a cop, three events
- Meetings with all property management
- Collecting toys from organization to distribute to those in need
- Meets with students who are experiencing trouble at school (mentorship)

Daily duties throughout the month, school traffic, lunch with kids at Pineville Elementary School, working on all Social Media Outlets

December Traffic Enforcement

Traffic Enforcement Type and Dispositions

Enforcement	Count
10-61 Traffic Stop	122
10-31 Project Police Presence	31
Citation Issued	51
Warning	61
Report Taken	3

*officer-generated traffic stops and project police presence; unfounded removed

Locations of Traffic Enforcement

Street Name	Count
MAIN ST	35
PINEVILLE-MATTHEWS RD	32
CAROLINA PLACE PKY	27
PARK RD	7
ROCK HILL-PINEVILLE RD	4
FRANKLIN ST	4
I-485 OUTER HWY	4
LEE ST	4
CENTRUM PKY	3
POLK ST	3
TOWNE CENTRE BLVD	3
CADILLAC ST	3
I-485 INNER HWY	3
DOWNS CIR	2
JOHNSTON RD	2
MCMULLEN CREEK PKY	2
LAWYERS RD	2
JOHNSTON DR	1
CHURCH ST	1
SABAL POINT DR	1
WILLOW RIDGE RD	1
RAIL TYE PL	1
DOVER ST	1
RODNEY ST	1
LOWRY ST	1
SOUTH BLVD	1
COMMERCE DR	1
INDUSTRIAL DR	1
PINEVILLE RD	1
PARK CEDAR DR	1
Grand Total	153

*based on location of stop in CAD



Human Resources

Linda Gaddy, PHR SHRM-CP MSHR
lgaddy@pinevillenc.gov
(704) 889-2362

To: Ryan Spitzer, Town Manager
Members of the Town Council

From: Linda Gaddy

Date: 1/5/2023

Re: Human Resources Monthly Report

Ryan,

Enclosed is the Human Resources Department Monthly Report for the month of December 2022.

New Hires:

Jakayla Kelley, B.L.E.T. Police Officer trainee

Rehires:

William Johnson, part time in investigations

Conner Furr, temp-on-call to Fulltime 911 Telecommunicator

Resignation:

Joshua Barfield, Police Officer

Melanie Brook Smith, PT CSR PCS

Richard "Trace" White, PT Park Aide

Retirements:

None

Transfers:

None

Promotions:

None

Current Openings:

Police Officer, 2 certified officers in conditional offer/background, 2 B.L.E.T. trainees sponsored in the Fall school session awaiting certification and swearing in, 4 more B. L.E. T. trainees lined up for the January class start, accepting additional applications for certified Police Officer

PCS Telecommunications, Systems Technician Apprentice, accepting applications

PCS CSR fulltime, accepting applications

PCS CSR part-time, accepting applications

PT Park Aide, Parks & Rec, accepting applications

Departmental Update:

The annual Holiday Party was celebrated December 22 at Spare Time Entertainment's Elite Suite and Arcade. 25 door prizes were awarded to lucky employees. The on-duty staff at the Police station also had a separate prize drawing and party food, so they were not left out due to not being able to attend in person. We also presented Landmark Years of Service Awards at the event.

Newsletter:

Improving communication is a goal, and to that end we issued our second Employee Newsletter from Human Resources that was distributed via various media. This was a December Holiday emphasis edition that included holiday dates, events, and recognition of those who reached Landmark Years of service milestones. The next quarterly newsletter will be published in January.

Other events:

We have joined in the effort to collect food donations to add to the yearly collection that is winding up sponsored by PCS. We added a new additional bin for collections in the lobby of Town Hall/Library, another a convenient location for employees and the public to drop off food items throughout December.

Safety Highlights:

The annual online safety training is launched in December. All employees will complete the courses assigned to them by the end of February. These are either required or recommended by OSHA and our safety consultant to be taken once a year. Completing these and keeping safety forefront in our minds is one factor that contributes to our excellent safety record year after year.

Police Promotional Process:

The Human Resources Director monitored and observed the assessment center process that was designed to evaluate the internal candidates in November. The process has identified two candidates ready to take on the promotion to Corporal in December. Two Officers were promoted to Corporal on November 14th.

January

2023



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY	3	4	5	6	7
8	9	10 COUNCIL MTG 6:30 PM	11	12	13	14
15	16 HOLIDAY	17	18	19 FIRST TOWN HALL MTG 6:00 PM	20	21
22	23	24	25	26	27	28
29	30 WORK SESSION 6:00 PM	31				