
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: October 22, 2021
Subject: Manager's Report: Week Ending October 22, 2021



Please note that this report covers the period from September 25th – October 22nd, 2021.

Upcoming Events

- October 22, 2021 – Halloween Spooktacular – 6:00 p.m. - 9:00 p.m. Chestnut Square Park, 320 Chestnut Parkway)
- November 1, 2021 – Deadline for submitting requests for Park Reservations at Chestnut Square Park.
- November 11, 2021 – Veterans Day Ceremony – 7:00 p.m. Veterans Memorial Gardens in front of Town Hall, 315 Matthews-Indian Trail Road.
- December 5, 2021 – Christmas Parade 4:00 p.m. – 7:00 p.m. Parade begins in downtown and ends at Chestnut Square Park
- Second Chance Store Ribbon Cutting 12:00 pm – 12:30 pm – Located at 3803 Highway 74 East, Suites C/D, Indian Trail

Administration

- Attended the International City County Management Conference (ICMA)
- Participated with the Public Works Director in a NC Works Job Fair which was held at Monroe Crossing Mall.
- Participated in a status call with Retail Strategies on Oct. 20. We are working on collecting survey data from residents and Town leadership as part of Retail Strategies' Discovery Phase.
- Worked with the Mayor and Town Manager to produce a Facebook Live presentation. The Mayor and Town Manager discussed upcoming Town's events.
- Attended a Chamber of Commerce Ribbon Cutting for Turning Point's newest Second Chance store on Wednesday, October 6th.
- Hosted a Flu Shot Clinic October 6h.
- During the month of October employees are asked to wear pink on Thursday's to support Breast Cancer Awareness Month
- Completed planning for the next employee training on October 27th. The Topic will be Active Shooter.
- Began interviews for Planner, Planning Technician and Engineering Technician.
- Prepared and attended the Board's October 12th meeting.
- Conducted 1st quarter finance reviews with the department heads and Finance Department.
- Met with the Finance Director and Parks and Recreation, Public Works and Engineering Department Heads to review and revised the proposed CIP to be reviewed by the Town Council.
- Met with representatives from the Metrolina Native American Association to discuss holding a POW-WOW event in Indian Trail
- Continued to review the solid waste proposals received in preparation of the October 26th Board meeting.
- Prepared and distributed the Board's agenda package for the October 26th meeting.
- Continued to do a final review Town code revision. This review will be completed by October 31st.
- Met with the County Manager and Asst. County Manager to discuss utility issues.

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Finance

- **Taxes:** Overall Tax and Stormwater Collections are at 9.8%. (Ad valorem collected is 9.56%, and Stormwater Collections are at 12.63%.) Collections are steady and are in line with prior year collections at this point in time.

Parks and Recreation

- **Athletic amenities at Chestnut Square Park permits are being received until November 1st for the January-June 30 timeframe of 2022.**
- Parks and Recreation Find IT Fun Guide is being will be finalized by mid-December and sent to homes in January.
- Work continued with Land Design for potential park enhancements, first focusing on Chestnut Square Park and Crooked Creek Park. Land Design's work will be presented at the Board's October 26th meeting.
- Internet at the parks is being investigated for feasibility at both Crooked Creek Park and Chestnut Square Park.
- Halloween Spooktacular event preparation finalized for the event on Friday, October 22nd.
- Training goals have been discussed as a department and training requests submitted to the Town Manager. These requests and training will provide a better customer experience and develop park staff.
- Friday Flicks was hosted on Friday, September 24th at Crossing Paths Park. The movie was in partnership with union County Parks and Recreation, Poplin PTA and Shiloh Valley PTA. The event attracted roughly 450 in attendance. The schools were able to raise over \$500. The money will stay local to the PTA's. This was our first movie night of the year and first since Fall of 2019. We have another movie night scheduled for March 25, 2022. We are also exploring other ways to revamp movie night and grow partnerships between the Town and UCPS.
- Field rental applications were sent out to all previous users of Chestnut Square Park on Wednesday, September 29th; this results in 309 users who have either expressed interest or reserved the park in the past. Applications will be received beginning October 1st until November 1st. Finalized permits for the January 1st-June 30th timeframe will be sent out to all permit holders by November 15th.
- Sponsorship conversations are being had for the 2022 event calendar. These talks are going well and we anticipate a robust sponsorship program in the new year! Confirmed so far are: Indian Trail Animal Hospital- \$3,750 (2022 dog park sponsorship and Paws in the Park event sponsorship); Pleasant Plains Dental- \$7,500 (July 2021-June 2022 Friday Flicks and Halloween Spooktacular); Koerich Orthodontics \$1,500 (2022 Hop to IT). Conversations continue with Indian Trail Farm Bureau Insurance, Capital of Indian Trail, First Citizens Bank and other.
- The department applied for a grant with Union West Rotary/District 7680 and the Rotary Foundation for the new ADA shelter at Crooked Creek Park. We were awarded a grant in the amount of \$5,000. Union West Rotary will be acknowledged with signage at the new shelter once completed.

Planning

- Meadows at Indian Trail (Bonterra Village Way TH Project) received a recommendation of approval by a vote of 3-2 from the Planning Board on October 19, 2021. Public Hearing is scheduled for November 9th, 2021.
- Atley Subdivision (Poplin & Rocky River Road) – Public Hearing is scheduled for October 26th, 2021.
- Carolina Outdoor Service (Floodplain Variance) is scheduled to be heard before Zoning Board of Adjustment on October 28, 2021.
- Orr Road – Conventional Rezoning request by Chris Azaar is scheduled for Planning Board on November 16, 2021.
- Glenhurst Subdivision site plan review – comments issued.

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- Evoke at Indian Trail has submitted for site plan review.
- Bebe's Pet Salon at 287 Unionville Indian Trail Road has submitted for site plan review.
- We have contracted with Land Design to assist the Town in our Comprehensive Plan mapping documents..
- Meadows at Indian Trail (Formerly Bonterra Meadows) held community meetings on October 6th. Based on Council and citizen feedback the developer has reduced the density of the project. This project is scheduled to be heard at the October 19th, 2021 Planning Board meeting.
- Sun Valley Marketplace (mixed use project behind Lowe's Home Improvement) submitted 2nd round of Site Plan Review.
- Liberty Lane Salons submitted for 2nd round of Site Plan Review.
- Evoke at Indian Trail submitted for 3rd round of Site Plan Review.
- Pet Suites & Take 5 Oil Change on Hwy 74 adjacent to Aldi submitted for Site Plan Review.
- Planning staff attended NCCZO Conference (virtual) to obtain required credits for those staff members holding CZO certification.
- Planning staff attended NCAPA Conference (virtual) to obtain required credits for those staff members holding AICP certification.

Engineering

- Attended the ICMA Conference with the Town Manager
- 1st Avenue - New water main is being design currently. This was discussed at previous council meeting.
- FY20/21 Spring Resurfacing Contract - Pipe work is scheduled for next week in Indian Trail. Contractor is paving Stallings streets currently.
- Outfall Inventory and Dry Weather Screening (RFQ) – Will meet with the Town Manager to discuss moving forward.
- Indian Trail Complete Street - NCDOT comments were received and were minor in natural. Stakeholder meeting with property owners have begun and will be held with: IT Chiropractor, Utility Coordination Consultants, Lilly's Auction House, BB&T.
- Raised Pavement Markers and Striping Contract - Finalizing contract. This will be an informal process.
- 5-Year CIP Plan – Completed final work and prepared for Council workshop.

Public Works

- Attended the International City County Management Conference (ICMA) with the Town Manager
- Solid Waste - Continuing to work through recycling issues. Staff is working with the Town Manager to prepare information for the Board's October 26th meeting.
- Crews:
 - Parks: Conducted routine maintenance including cemetery maintenance. Continued to work through park vandalism issues.
 - Stormwater: Completed catch basin repair
 - Streets: Installed no parking signs and stencils and continued to fill potholes.
 - Building Maintenance – Worked through some HVAC issues with an HVAC contractor.