
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: May 6, 2022
Subject: Manager's Report: Week Ending May 6, 2022



The next report is scheduled for May 20.

Upcoming Events

- Shred Event: Saturday, May 7, from 9 a.m. to 12 p.m. at Crossing Paths Park located at 120 Blythe Drive. This is a **new location** for the event.
- Paws in the Park: Saturday, May 7, from 10 a.m. to 3 p.m. at Crooked Creek Park.
- Retro Run: Saturday, May 21, from 4-9 p.m. at Chestnut Square Park.
- Red Cross Blood Drive: Tuesday, May 24, from 9 a.m. to 1:30 p.m. at Town Hall. Register at <https://www.redcrossblood.org/give.html/drive-results?zipSponsor=IndianTrail>.
- Memorial Day Ceremony: Monday, May 30, beginning at 11 a.m. at the Veterans Memorial Garden.

Administration

- Continued to work on the FY23 Budget for formal submission at the May 10 Council meeting.
- Prepared the May 10 Agenda Packet.
- We continue to recruit for the following positions: IT Administrator, Parks and Recreation Specialist, Code Enforcement Officer and a Street Maintenance Technician. We've conducted several phone interviews over the last two weeks with candidates for the IT Administrator and Parks and Recreation Specialist positions with some in-person interviews scheduled for next week.
- The Communications Director attended the North Carolina City and County Communicators (NC3C) annual conference on April 27-29.
 - During the awards competition, the Town won second place for its weekly IT Update e-newsletter.
- The May newsletter was sent digitally on Wednesday, May 4. You can find a copy on our website at <http://indiantrail.org/ArchiveCenter/ViewFile/Item/226>.

Finance

- No significant updates to report at this time.

Parks and Recreation

- The Parks and Recreation Department is processing Athletic Amenity Requests this week and anticipate having permits out to those who have made requests by mid-May.
- The Town welcome Emily Diehl on April 18. She has been an amazing addition and will be introduced to the Council at an upcoming Council Meeting.
- The Mayor's Tree Education Initiative has one more presentation on Tuesday, May 10, to local homeschool students. This is a new addition to the program based on community feedback.

Planning

- The Chestnut Single Family Project (57 homes) is scheduled for the May 17 Planning Board meeting.
- The Presbyterian Church Rezoning Request for Adjacent Parcels is scheduled for a Public Hearing before the Town Council on May 10.
- Dosan Corporation submitted for sketch plan on Technology Drive (light industrial).
- Coordinating with Ardmore Apartments for final issues with anticipation of granting final Cos in the next several weeks and drafting a Developer Agreement.
- Coordinating with Sunbelt Rentals on a potential Conditional Rezoning.
- Code Enforcement has had a variety of interesting cases over the last several weeks, including a commercial hemp farm in a Residential Zoning District.
- Code Enforcement will begin to utilize signage to make the public aware of code enforcement action on properties that are chronic violators.
- Planning staff has spent a great deal of time planning and reworking the website pages related to development and are in the process of implementing the changes to provide greater detail of information and be more user friendly.
- The Downtown Master Plan scoping is complete and recommendation of award of contract will be scheduled for the May 24 Town Council meeting.
- The Comprehensive Plan Public Input meeting is scheduled for Thursday, May 19, from 2-4 p.m. and 5-7 p.m.
- Members of the Planning staff presented to the Porter Ridge Elementary AIG class.

Engineering

- Indian Trail Park Stormwater Improvements – The contractor is onsite trying to finish up the remainder of the work items.
- 1st Avenue Phase 2 (stormwater and roadway improvements) – The contractor is hoping to start working in a few weeks.
- FY20/21 Spring Resurfacing Contract – The project is currently 98% complete. Indian Trail Park streets still need to be overlaid.
- Indian Trail Complete Street – Staff met with Duke Energy and is reviewing the concept plan. Duke Energy is getting a design proposal together. The public meeting for the project is Thursday, May 26.
- Watershed Management Plan – We are executing the contract, and work will begin May 20.
- MS4 Compliance Services Contract – Work continues and is about 75% completed.
- FY21/22 Spring Resurfacing Contract – The project was advertised on Thursday, May 5.
- Shady Bluff Improvements – We are reviewing the right-of-way proposal.
- Chestnut Square Park Design (Outparcel) – We should receive a proposal by May 6 and plan to present it to the Council on May 24.

Public Works

- Solid Waste:
 - Contract will be coming to the Council for approval on May 10.
 - The Town is halfway through the May Bulk Pick-up. It will wrap up next Friday, May 13.
- Parks:
 - Routine maintenance including outparcels. Extra care has been taken at the dog park for the Paws in the Park event happening on Saturday, May 7.
 - Fields have been prepped for play daily.
 - Completed weekly reports.
- Streets:
 - Several pothole repairs around Town.
 - Several signs have been repaired around Town.
- Stormwater:
 - Several pipes have been cleaned out around Town.
- Buildings/Grounds:
 - Several small building projects have been completed.
 - Facilities Upgrades contract has been signed.
- Fleet:
 - All fleet vehicles have had monthly maintenance completed.
- We are working on long-term projects related to Hwy 74, Town Hall and park upgrades.

American Rescue Plan Act (ARPA)

- The ARPA Committee continues to meet on a weekly basis.
- We are working with the Fire Chiefs to identify their equipment needs and specs. We've met with the Chiefs and are awaiting additional information from them.
- A final agreement with the Indian Trail Athletic Association and the Porter Ridge Athletic Association has been given and will be coming to the Council for approval on May 10.
- We have received referrals from several Council Members concerning possible projects. We are following up on those referrals.
- More detailed ARPA information can be found in the May 10 agenda packet.
- To date, we have more than 360 responses to the public input survey.