
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: July 22, 2022
Subject: Manager's Report: Week Ending July 22, 2022



The next report is scheduled for August 5.

Upcoming Events

- National Night Out: Tuesday, Aug. 2, from 6-9 p.m. at Chestnut Square Park
- HITS After Six: Thursday, Aug. 18, from 6-9 p.m. at Chestnut Square Park
- American Indian Culture Day: Saturday, Aug. 27, from 11 a.m. to 4 p.m. at Carolina Courts

Administration

- The Business Development Manager position was posted on Wednesday, July 13.
- We are continuing to recruit for an events coordinator, code enforcement officer, and maintenance technician for the streets and drainage crew.
- Met with the Finance Department to review new budgeting software to be implemented.
- A Facebook Live with Mayor David Cohn and Mayor Pro Tem Todd Barber was held on Friday, July 22, at 1 p.m.

Finance

- Staff is preparing for the auditors, who will be here Aug. 1-12.

Parks and Recreation

- Statistics:
 - 147 rentals during the month of July, totaling 425.75 hours
 - 319 program participants during the month of July, totaling 831.5 hours of programming
 - 82 applications received and processed during the month of July
- Staffing:
 - Recruiting for the events coordinator position has started, and we anticipate beginning phone interviews within the next two weeks.

Planning

- The 2041 Comprehensive Plan was approved, and staff is working on finalizing the documents and mapping to post and publish.
- Planning staff is working on UDO amendments triggered by the 2041 Comprehensive Plan and other amendments on our wish list.
- The Downtown Master Plan kick-off and walk through is scheduled for Aug. 2.
- Kimberli's Place (5519 Indian Trail Fairview Road) held community meetings on July 11. This request is scheduled for Planning Board on Aug. 16 and a public hearing before the Town Council on Sept. 13.
- Moore Farm Phase 4 submitted for the third round of site plan review.
- Metrolina Christian Academy submitted for site plan review for a major modification to a previously approved project.
- Slim Chickens was approved and is under construction on Old Monroe Road.
- The property at the corner of Old Monroe Road and Chestnut Lane has submitted for a conventional rezoning from SF-1 to Commercial (GBD).
- The Elan @ Indian Trail tour is anticipated for some time in August based on feedback from the Town Council.

Engineering

- 1st Avenue Phase 2 (stormwater and roadway improvements) – The contractor started work on July 19. Door hangers and social media posts were done on July 18 to notify residents. The contractor has 180 days to complete the project.
- FY20/21 Spring Resurfacing Contract – The Stallings issue has been resolved, and they should be sending back retainage this week. The project close-out will be next week.
- Indian Trail Complete Street – Staff received right-of-way concurrence and reviewed the cost proposal from the right-of-way consultant. Duke Energy is executing the contract for their design.
- HWY 74 Path/Southfork Greenway – Staff is contacting property owners in preparation for the easement acquisition phase.
- Watershed Management Plan – The study is ongoing. Staff gave an update to the Stormwater Advisory Committee on July 14.
- FY21/22 Spring Resurfacing Contract – Staff met with the contractor to mark up all the proposed curb and sidewalk repairs last week. The contractor is supposed to begin curb work on Thursday.
- Shady Bluff Improvements – Staff is executing the right-of-way contract.
- Chestnut Square Park Phase 2 Design – The consultant got the survey back and is working on laying out park items. Staff has a meeting scheduled on July 29 to go over the rough layouts and any potential issues.
- Indian Trail Complete Street Phase 2 – Staff is still waiting on the consultant's proposal/design cost.
- Navajo Trail Extension Project – The survey contract has been executed, and work will begin in mid-August. Staff is waiting on the contract signature from Geotech. We are reviewing the proposal from the design firm.

Public Works

- Solid Waste:
 - We are actively working with Waste Connections about several issues, including cart placement, co-mingling, and cart delivery.
- Parks:
 - The splashpad is open. The splashpad continues to require constant maintenance and associated staff time.
 - Staff is working on making a few repairs to the playgrounds that came from our outside playground inspections.
 - Windstream cut a water line serving Chestnut Square Park. This occurred while they were installing a fiber optic line that will serve the park with wi-fi and increased security.
- Streets:
 - Several street signs were replaced around Town. An inventory of new signs has been ordered.
 - Right-of-way maintenance has been performed this week around Town, which includes mowing in several locations.
- Stormwater:
 - The FY22 Stormwater maintenance contract is still ongoing. They are 80% complete with the contract.
- Buildings/Grounds:
 - Several HVAC issues are being worked on throughout several of the buildings the Town maintains, including Town Hall.
- Fleet:
 - The Town received a new vehicle within Public Works this week that will be placed into service in the next few weeks.

Public Works Continued

- Public works is down 40% of its overall workforce. This has, and will continue to, delay projects until we are able to staff back up.
- 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.
- Staff talked with County staff about the water line project. Staff is working to schedule a community meeting about this project.
- We have received referrals from several Council Members concerning possible projects. We are following up on those referrals.
- Staff is working with the three nonprofits that Council approved funds for at the July 12, 2022, Council meeting.
- The first payments have been processed for the three ladder trucks as approved by Council.
- More detailed ARPA information will be presented at the August 9 Council meeting.