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**To:** Mayor & Town Council  
**From:** Mike McLaurin, Town Manager  
**Date:** August 5, 2022  
**Subject:** Manager's Report: Week Ending August 5, 2022

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The next report is scheduled for August 19.

### **Upcoming Events**

- 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
- Red Cross Blood Drive: Tuesday, Aug. 30, from 9 a.m. to 1:30 p.m. at Town Hall. Register at <https://www.redcrossblood.org/give.html/drive-results?zipSponsor=IndianTrail>.

### **Administration**

- Prepared the Aug. 9 Agenda Packet.
- The August newsletter was sent digitally on Thursday, July 28. A copy can be found on the Town's website at <http://indiantrail.org/ArchiveCenter/ViewFile/Item/232>.
- Phone interviews are complete for the Event Coordinator position. The first round of in-person interviews will begin Monday, Aug. 8.
- We are continuing to recruit for the Code Enforcement, Business Development Manager and six Streets & Maintenance Technician positions.
- Met with Chris Plate on Aug. 4 to discuss progress on the Retail Strategies contract and economic development opportunities.
- Provided staff comments to the Union County transportation planner concerning Express Bus options currently being funded by Union County.

### **Finance**

- We have been notified that our second ARPA tranche of \$6,387,262.50 will be deposited into our bank account by Tuesday, Aug. 9. This brings our total ARPA take to \$12,774,525.
- The external CPA audit is in full swing as the audit team is finishing up its second of three weeks of field work.

### **Parks and Recreation**

- Our programs continue to grow and become more successful
- National Night Out was a tremendous success. Thanks to Mayor Pro Tem Barber, Council Members McIntyre, Amburgey and Buchaluk, and the many staff volunteers for their help.
- Staff has started planning for January-June of 2023.

### **Planning**

- Gas Heat & Controls Co.: Site plan approval for an expansion of existing light industrial.
- A proposed office building on Old Charlotte Highway submitted for a sketch plan review.
- Watson Steel & Iron Works submitted for a site plan review for the expansion of existing heavy industrial.
- Metrolina Christian Academy submitted for a site plan review (major modification).
- Moore Farm Phase 4 submitted for a site plan review.
- Planning staff continues to work with the Poplin Mixed Use Project.
- Planning staff continues to work on amendments to the UDO (Comp Plan related and other amendments).
- Planning staff has been working on the Cahill Business Park proposal.

### **Planning Continued**

- Planning staff is beginning to plan and prepare for Box City 2022 for National Planning Month in October.
- Held a Downtown Masterplan kick-off meeting with WithersRavenel and agreed on a schedule/timeline for completion of January 2023.
- Planning staff has been working with Sun Valley Marketplace on legal challenges related to Lowe's Home Improvement and its effect on the project.
- Several members of the Planning staff worked with our Town Attorney on known violations of an approved project related to renting by the room.
- Held several Code Enforcement interviews.

### **Engineering**

- 1<sup>st</sup> Avenue Phase 2 (stormwater and roadway improvements) – The contractor had some delays getting the construction staking completed. They started installing the new water main the first week of August.
- FY20/21 Spring Resurfacing Contract – The project has been closed out.
- Indian Trail Complete Street – Sent the proposal for the right-of-way consultant to NCDOT portal. The Duke Energy contract was executed, and funds have been transferred.
- HWY 74 Path/Southfork Greenway – Staff continues to contact property owners in preparation for the easement acquisition phase. Met with Union County on Aug. 4.
- Watershed Management Plan – No updates at this time.
- FY21/22 Spring Resurfacing Contract – The contractor started curb and sidewalk replacement work.
- Shady Bluff Improvements – No updates at this time.
- Chestnut Square Park Phase 2 Design – Two rough concepts were presented to staff and revisions are being made. A Council workshop to review the concepts is scheduled for the Aug. 9 meeting.
- Indian Trail Complete Street Phase 2 – Staff has reviewed the proposal, and it is being presented to the Council at the Aug. 9 meeting.
- Navajo Trail Extension Project – The Geotech contract has been executed. The design consultant's attorney has the Town contract under review.

### **Public Works**

- Solid Waste:
  - We are actively working with Waste Connections about several issue of cart placement, co-mingling, and cart delivery.
  - The new contract started Aug. 1, 2022. We will see a major price increase on the next invoice.
  - We are in the midst of bulk pick-up weeks.
  - Call volume continues to rise.
- Parks:
  - The splashpad is continuing to be a daily time constraint on maintenance. This is a very popular item at the park; however, it does require a great deal of on-going maintenance to keep it functioning properly.
  - Staff is working hard to keep up with daily tasks at the park due to being short staffed. If you see something that needs to be attended to, please let us know. We will address items on a priority basis within the given staff restraints.
- Streets:
  - Several potholes were filled over the last two weeks.
  - Sidewalk repairs were made in the Colton Ridge subdivision.

**Public Works Continued**

- Stormwater:
  - The FY22 Stormwater maintenance contract is still ongoing. They are 90% complete with the contract.
- Buildings/Grounds:
  - General maintenance is ongoing.
  - Several HVAC issues are being worked on throughout several buildings the Town maintains, including Town Hall.
- Public works is down 42% of its overall workforce. This has, and will continue to, delay projects until we are able to staff back up. This becomes a greater issue when someone is out sick or on vacation. We will address issues on a priority basis given the staff and material restraints.
- 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. These conversations will continue. 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.
- More detailed ARPA information will be presented at the Aug. 9 Council meeting.