
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: September 23, 2022
Subject: Manager's Report: Week Ending September 23, 2022



The next report is scheduled for October 7.

Upcoming Events

- Friday Flicks featuring the movie Sing 2: Friday, Sept. 23, from 6-10 p.m. at Chestnut Square Park
- Fall Festival: Saturday, Oct. 1, from 11 a.m. to 5 p.m. at Chestnut Square Park

Administration

- Prepared the Sept. 27 Town Council meeting agenda packet.
- Attended a Union County Chamber ribbon cutting for HOTWORX in the Sun Valley Commons on Sept. 23. Representing Indian Trail were Mayor David Cohn and Communications Director Abbey Ball.
- A Facebook Live with Mayor David Cohn, Town Manager Mike McLaurin and Parks and Recreation Director Hayden Kramer was held on Friday, Sept. 23, at 1 p.m.
- On Sept. 22, several staff members, including the Communications Director, Planning Director, Tax Collector, Director of Public Works and the Parks and Recreation Director, attended a tabletop situational exercise as part of the Public Safety Workgroup. It was hosted at the Hemby Bridge Fire Department, and Union County Emergency Management conducted the exercise.
- The Town Manager and Director of Public Works attended the International City Management Conference.
- An offer was extended and accepted by Hayley Vaughn for the Administrative Assistant position in the Planning Department. Hayley's first day will be Sept. 26.
- An offer of employment was accepted by Nick Brauning for the Events Coordinator position in the Parks and Recreation Department. Nick's first day will be Oct. 10.
- Several interviews were held the past two weeks for street maintenance and code enforcement positions.
- The full-time IT Administrator position was posted. We are receiving and reviewing applications.
- A flu/COVID shot clinic is scheduled for Indian Trail employees, as well as the Indian Trail Sheriff's Office employees. The clinic will be held at the Indian Trail Town Hall on Oct. 12.

Finance and Tax

- Overall tax collection is 11.6% (tax revenue budget: 11.91% collected and stormwater revenue budget: 13.52% collected).
- Staff continues to work with ClearGov on the budget software implementation. Our next meeting is on Tuesday, Sept. 27.
- The FY2022 audit is in process. We will hard close out FY2022 on Thursday, Sept. 29. (All charges or receipts now go to FY2023).

Parks and Recreation

- Events continue to be well attended. The Tams HITS After Six and the Ninja Warrior Competition provided great community events.
- Field reservation rental requests for Chestnut Square Park will open on Oct. 1 for residents and run until Nov. 13. The applications will open on Oct. 10 and run until Nov. 13 for nonresidents. Permits will be issued in early December.

Planning

- Kimberli's Place CZ public hearing is scheduled for the Sept. 27 Town Council meeting.
- Old Monroe Road conventional rezoning is scheduled for the Sept. 27 Town Council meeting.
- Bonterra Trail Head parking improvements have been submitted for site plan review.
- Honda at Indian Trail Expansion – Modification – has been submitted for site plan review.
- Harris Teeter Fuel Center – Sun Valley – Modification – has been submitted for site plan review.
- Carolina Outdoor Service has resubmitted for site plan review – Light Industrial.
- Hemby Bridge Elementary – Paving/storm drainage improvements have been submitted for site plan review.
- Responded to constant/numerous calls about open burning.
- Staff is drafting an amendment to the Fire Protection section of the Town's municipal code.
- Staff is working on solutions for complaints received about a few homeless camps in the Town.
- Two Planning staff members have begun course work to obtain their Certified Zoning Officer credentials with the North Carolina School of Government.

Engineering

- 1st Avenue Phase 2 (stormwater and roadway improvements) – The new water main installation is complete. The contractor is installing new water services this week and has already started some driveway drainage pipes.
- Indian Trail Complete Street – Duke Energy has completed their design, and it has been forwarded to other utility companies so they can determine how they will get their cable lines into the underground carrier system. An interlocal agreement with Union County Public Works is on the Sept. 27 Council meeting agenda. This is for the sewer design cost.
- Indian Trail Complete Street Phase 2 – Preliminary surveying has begun.
- HWY 74 Path/Southfork Greenway – Staff is wrapping up preliminary easement acquisition. The No-Rise and scouring study has been completed.
- Watershed Management Plan – The public outreach phase has begun.
- FY21/22 Spring Resurfacing Contract – The contractor will begin milling and resurfacing certain roads in Colton Ridge and Brandon Oaks next week.
- Chestnut Square Park Phase 2 Design – Concept #1 was selected by the Council to move forward on.
- Navajo Trail Extension Project – The surveying and soil boring report will be submitted to the Town in two weeks.

Public Works

- Solid Waste:
 - We added almost 300 new resident pick-up locations since January 2022.
 - Call volume is up tremendously
- Parks:
 - The splashpad is closed for the season.
 - Winter maintenance projects are being evaluated now.
- Streets:
 - Several signs have been replaced.
 - Several areas of right-of-way were mowed.
- Stormwater:
 - A few blowouts were repaired.

Public Works Continued

- Buildings/Grounds:
 - General maintenance is ongoing.
 - Several HVAC issues are being worked on throughout several of the buildings the Town maintains, including Town Hall.
 - A new janitorial contract is being evaluated.
- Fleet:
 - A vehicle window replacement has been scheduled for next week.
 - Several vehicles have gone in for routine maintenance.
- Other
 - 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. This becomes a greater issue when someone is out sick or on vacation.
 - We have had one interview and a few applications over the last few weeks.
 - 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.
- Several meetings and conversations have been had with existing recipients or potential recipients of funds over the last several weeks.
- Several new projects are being evaluated.
- More detailed ARPA information will be presented at the Sept. 27 Council meeting.