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**To:** Mayor & Town Council  
**From:** Mike McLaurin, Town Manager  
**Date:** October 7, 2022  
**Subject:** Manager's Report: Week Ending October 7, 2022

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The next report is scheduled for October 21.

### **Upcoming Events**

- HITS After Six featuring TYRIS: Thursday, Oct. 13, from 6-9 p.m. at Chestnut Square Park.
- Halloween Spooktacular: Friday, Oct. 21, from 6-9 p.m. at Chestnut Square Park.

### **Administration**

- Prepared the Oct. 11 Town Council meeting agenda packet.
- An offer was extended to and accepted by Christian Almeida for the Code Enforcement position in the Planning Department. Christian's first day will be on Tuesday, Oct. 11.
- An offer of employment was extended to a candidate for the Maintenance Technician – Parks and Grounds position.
- Several phone interviews were conducted for the IT Administrator position. The second round of interviews are set to take place within the next two weeks.
- Staff is continuing to recruit for the Maintenance Technician – Streets and Drainage, Planning Technician and Business Development Manager positions.
- A Flu/COVID shot clinic is scheduled for IT employees, as well as the IT Sheriff's Office employees. The clinic will be held at the Indian Trail Town Hall on Wednesday, Oct. 12.
- The annual workers compensation audit was completed.
- The October Town Hall Bulletin newsletter was sent digitally on Friday, Sept. 30. A copy can be found on our website at <http://indiantrail.org/ArchiveCenter/ViewFile/Item/236>.
- The first Coffee with the Mayor was held on Friday, Oct. 7. Fifteen people attended.
- The next Facebook Live is scheduled for Friday, Oct. 21, at 1 p.m. Captain Kevin James will be joining us.

### **Finance and Tax**

- Overall tax collection is 11.86% (tax revenue budget: 12.14% collected and stormwater revenue budget: 13.79% collected).
- Staff continues training on the new budget software. The 2023/2024 budget will now be transformed into a more transparent document.

### **Parks and Recreation**

- Reservations for Chestnut Square Park opened for Group A on Oct. 1. Reservations for Group-B will open mid-October. All reservation requests must be submitted by Nov. 13. All permits for Chestnut Square Park will be sent out by Dec. 1.
- The Parks and Recreation Department will welcome the new Events Coordinator, Nick Brauning, on Oct. 11.
- The National Taco Day Pop UP was hosted on Oct. 4 with more than 125 tacos served to the community!
- Programs continue to be well attended. We continue to see returning participants and are meeting new participants.

### **Planning**

- 5915 Stockbridge Drive: The annexation and assigning of a zoning designation is scheduled for the Oct. 25 Town Council meeting.
- The Lowe's conditional rezoning for a building addition for tool rental is finally moving forward and agreements are in place with Sun Valley Marketplace. Community meetings will be scheduled soon, and we are anticipating they will be held in October.
- Sheffield Subdivision on Indian Trail Fairview Road submitted for the second round of site plan review.
- Met with the attorney representing the hemp farm owner and worked on several options to gain compliance on an existing violation.
- 14321 E. Independence: Staff is initiating the condemnation process after all other attempts to resolve have failed.
- Staff is drafting an amendment to the Municipal Code to prohibit open burning for land clearing.
- Staff attended the Union County Planning Board meeting on rezoning a 100-acre parcel on Ridge Road for a Waste Water Treatment Facility.
- Staff met with the Community Deputy on multiple neighborhood issues and were able to successfully resolve those issues.
- Staff is working on changes and upgrades to Evolve (our online permitting system) to make it more user friendly and efficient.
- On Sept. 26, we welcomed our new Administrative Assistant, Hayley Vaughn. She fills the position held by Laurie Gable, who was recently promoted to Solid Waste Coordinator.

### **Engineering**

- 1<sup>st</sup> Avenue Phase 2 (stormwater and roadway improvements) – Installation of the new water services is still ongoing. Staff is coordinating with Spectrum and Verizon on some utility conflicts. We have had meetings with both companies, and the work is scheduled.
- Indian Trail Complete Street – The Council approved the interlocal agreement with Union County Public Works on the sewer design. We finished up coordination with Presbyterian Church on parking stalls.
- Indian Trail Complete Street Phase 2 – The consultant is waiting on the preliminary surveying to be completed.
- HWY 74 Path/Southfork Greenway – We are wrapping up the boardwalk drawings. All effected property owners are aware of the project.
- Watershed Management Plan – A public meeting will be held on Wednesday, Oct. 19, from 6-8 p.m. in the Shirley Howe Community Room at the Town Hall.
- Chestnut Square Park Phase 2 Design – Staff spoke with the consultant about approval of Concept #1. In the original discussion when the consultant was brought on board, the amenities of the bathroom and shelter structures were not discussed. So, in their initial proposal, where they had projected a design cost, an architect design cost was not included. A new design proposal is being drafted and reviewed by staff. It will be presented to the Council soon.
- Navajo Trail Extension Project – Staff is awaiting surveying and soil boring analysis.
- Additional items:
  - Staff provided the Council with a presentation about the Town's history with resurfacing contracts during the Sept. 27 Council meeting.
  - A follow-up to the resurfacing presentation will be given at the Oct. 11 Council meeting (five-year resurfacing plan).
  - Staff is planning out future sidewalk projects per the CIP plan.

**Public Works**

- No significant updates to report at this time.

**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 Oct. 11 Council meeting.