

---

**To:** Mayor & Town Council  
**From:** Mike McLaurin, Town Manager  
**Date:** February 10, 2023  
**Subject:** Manager's Report: Week Ending February 10, 2023

---



The next Manager's Report is scheduled for Friday, Feb. 24, 2023.

### **Upcoming Events**

- Love Bug Dance: Friday, Feb. 17, from 6-9 p.m. at Carolina Courts
- Touch-A-Truck: Saturday, March 4, from 10 a.m. to 2 p.m. at Chestnut Square Park
- Red Cross Blood Drive: Tuesday, March 7, from 9 a.m. to 1:30 p.m. at the Town Hall. Register at <https://www.redcrossblood.org/give.html/drive-results?zipSponsor=IndianTrail>

### **Administration**

- Staff prepared the agenda package for the Feb. 14 meeting.
- Jonathan Gray accepted the position of Maintenance Technician within the Public Works Department. He will start on Monday, Feb. 13.
- Staff is continuing to recruit for Administrative Assistant, Maintenance Technician, and Business Development Manager positions.
- Two offers were accepted for part-time positions in the Parks and Recreation Department.
- The Town was awarded a wellness grant from the NCLM in the amount of \$2,100.
- The February Town Hall Bulletin newsletter was sent digitally on Tuesday, Jan. 31. A copy can be found on our website at <http://indiantrail.org/ArchiveCenter/ViewFile/Item/245>.
- The Town hosted Coffee with the Mayor on Thursday, Feb. 9, at Rockhounds Coffee (located in Extreme Ice Center). Approximately 21 people attended, and a lot of great discussions were had. The next Coffee with the Mayor will be in April.
- The next Facebook Live with the Mayor and the Manager will be on Friday, Feb. 17, at 10 a.m. Pat Kahle, president and CEO of the Union County Chamber of Commerce, will join them.
- Attended the NC City County Managers' Conference
- Met with Chris Platte', Director of the Monroe Union County Economic Development Department to discuss the Retail Strategies Contract and other economic development issues.

### **Finance and Tax**

- Overall tax collection is 97.14% (tax revenue budget: 102.36% collected and stormwater revenue budget: 98.45% collected).
- Departments are entering their FY2024 budget requests. These are due Friday, Feb. 10. The next step will be meetings with the Town Manager to review those requests.
- Jim Wojtowicz, Alicia Gaddy, and Alicia Massey will attend the NCCMT regional meeting in Kannapolis on Feb. 16.
- Staff is reviewing possible software for GASB 96 implementation. This would be to ensure new compliance regulations.

### **Parks and Recreation**

- Emily Diehl, recreation program coordinator, has left the Town to pursue a career with the Girl Scouts. We will work to fill the position.
- All permits have been issued for Crooked Creek Park.
- Programs continue to show popularity, and we've seen an uptick in registration for programs across the board.

### **Planning**

- NFM Townhome CZ & Annexation project held Community Meetings on Jan. 23. Feedback from the surrounding property owners and staff has the developer regrouping a bit and planning a special meeting with Brandon Oaks HOA.
- Terra Nova: Old Monroe Road Mixed Use Project has resubmitted, and community meetings will be scheduled sometime in February or March.
- On Jan. 26, the Board of Adjustment denied both variance requests. One included a large reduction in landscape buffer for Chick-fil-A on Independence. The second was for two single-family lots in Rosemary Park to construct homes to the rear of the lot instead of being in line with the established neighborhood pattern.
- Staff attended a Chamber event and the 2023 Economic Development Summit.

### **Engineering**

- 1<sup>st</sup> Avenue Phase 2 (stormwater and roadway improvements) – Three of the four utility companies have completed their relocation efforts. One utility should finish up work by next week. Staff is working with the contractor on a future start date. Once we have that, the staff will update the residents. They are up to date on our progress as of last week.
- 2021 Resurfacing Contract – The contractor is trying to get the downtown intersection repair work done sometime in February if they can get some warm weather during that timeframe. The nearest asphalt plant is done until March, so trying to get asphalt from another location could be difficult as well.
- Chestnut Parkway Phase 3 – Staff is still waiting on NCDOT to complete the right-of-way acquisition on the three parcels along Old Monroe Road that both projects touch. Staff is working with NCDOT on some coordination efforts with the future takeover of the boulevard. This may delay the advertising of the project until March.
- Indian Trail Complete Street – The utility consultant is still coordinating with the other utilities to use underground infrastructure. Seventy-five percent of the road design plans are complete. The initial right-of-way cost estimate is being worked on.
- Indian Trail Complete Street Phase 2 – Preliminary surveying is coming slower than expected. Once this is complete, a rough layout of the project will be designed so we can get some estimated figures on total right-of-way and construction costs.
- Chestnut Square Park Phase 2 Design – The design is still ongoing.
- Navajo Trail Extension Project – The design is moving forward after getting consensus from surrounding property owners.
- Additional items:
  - The additional survey is complete for the Watershed Management Plan, and modeling has begun. The streambank assessment is complete, and a draft report should be coming soon.
  - Union Grove Street Acceptance has been delayed but should be coming back to the Council soon for approval.
  - The CSX railroad crossing repair on Indian Trail Road is complete.

**Public Works**

- Solid Waste:
  - Town crew members delivered several yard-waste bins while also collecting several missed pick-up locations. Missed pickups are becoming an issue once again with the provider, along with several other ongoing complaints. Staff is actively working with them to make corrections.
  - Bulk pickup is underway and will conclude next Friday, Feb. 17.
- Parks:
  - Winter projects are underway. The crew is hard at work prepping the fields for play starting in March.
  - Staff performed normal weekly maintenance tasks.
- Streets & Drainage:
  - Staff completed street sweeping.
- Buildings/Grounds:
  - Staff has been working to make renovations to the bathrooms at the parks as needed, including painting, wall repairs, and fixture modifications.
  - Staff performed normal weekly maintenance tasks.
- Other
  - Low staffing levels are hurting overall morale, as public works is still down 40% (six positions) of its overall workforce. A new hire will be starting next week on the Streets and Drainage Crew.
  - Staff is working on long-term projects related to the Town Hall, a Public Works Facility, park upgrades, and town-wide signage.

**American Rescue Plan Act (ARPA)**

- Staff is working hard to purchase all requested items from the approved surplus-funded recipients.
- All surplus items for this fiscal year have been accounted for.
- There will be an ARPA update at the Feb. 10 Council meeting.