
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: March 24, 2023
Subject: Manager's Report: Week Ending March 24, 2023



The next Manager's Report is scheduled for Thursday, April 6, 2023.

Upcoming Events

- Hop to IT: Saturday, April 1, from 10 a.m. to 3 p.m. at Chestnut Square Park.
- Coffee with the Mayor: Wednesday, April 5, from 6-7 p.m. at the Brandon Oaks Clubhouse.
- Town Hall will be closed on Friday, April 7, for Good Friday. This will not impact solid waste pickup.
- HITS After Six: Thursday, April 20, from 6-9 p.m. at Chestnut Square Park.
- Union's Got Talent: Saturday, April 22, from 6-9 p.m. at Crossing Paths Park.
- Friday Flicks: Friday, April 28, from 6-10 p.m. at Crooked Creek Park.

Administration

- Prepared the agenda package for the March 28 meeting.
- Prepared for and presented at the March 23 Budget Workshop.
- Three positions were filled:
 - Jennifer Walker, Planning Administrative Assistant – start date is March 29
 - Nathan Simpson, Maintenance Technician/Buildings and Grounds – start date is March 27
 - Luigi Auricchio, Maintenance Technician/Buildings and Grounds – start date is March 27
- Staff conducted phone interviews for the Recreation Specialist position, and in-person interviews are scheduled to begin next week.
- Staff is continuing to accept applications for Maintenance Technician positions.
- Staff is continuing to work with the consultant on the compensation study. The anticipated completion date is mid-May.
- The HR Director attended a Lunch and Learn in Mt. Holly, where information about benefits, risk management, and HR topics and trends was presented by the NCLM.
- The Town was awarded a safety grant through the NCLM for items purchased for the Public Works Department.
- Facebook live with the Mayor and the Manager was held on Friday, March 17. Christie Starnes, branch manager for the Union West Regional Library, was the guest. The next Facebook Live is scheduled for Thursday, April 20. NCDOT Division Manager Brett Canipe will be joining us.

Finance and Tax

- Staff prepared for the March 23 Budget Workshop, including creating and delivering the budget books.

Parks and Recreation

- Previously held events like Touch-A-Truck and HITS After Six continue to see large community support.
- Programs continue to see positive numbers.
- Fall (July 1 – December 31) reservations will open soon.

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Planning

- PLEASE help spread the word that, at this time, the Town has not permitted any peddlers/door-to-door salespeople. Residents should call 911 if they see any door-to-door salespeople in their neighborhood. Planning staff has been receiving calls from a large number of residents who have been scammed by door-to-door salespeople, specifically those posing as roofing contractors and solar panel companies. A large number of residents are either out a deposit they put down in good faith or their credit rating has been ruined after they do not pay because the product has not been delivered. Please encourage residents to do their research before signing anything or putting a deposit down. There are good and ethical door-to-door salespeople, but there are also fraudulent companies.
- Conditional Rezoning – Terra Nova (Old Monroe Road) mixed-use project: On March 21, the Planning Board recommended the denial of this project by a 4-1 vote. A public hearing before the Town Council is tentatively scheduled for April 11.
- Conditional Rezoning – Chapman (Old Monroe Road) commercial project: On March 21, the Planning Board unanimously recommended approval of this project. A public hearing before the Town Council is scheduled for April 11.
- Planning staff continues to spend a significant amount of time meeting with developers/property owners to discuss the sewer issue.
- The Harris Teeter outparcel behind the gas/convenience store on the corner of Old Monroe and Wesley Chapel has submitted for sketch plan review for the restaurant/medical commercial building.
- The Shoppes at Hanfield Village received sketch plan approval and has submitted for site plan review. This will be a Sherwin Williams and one additional tenant off Wesley Chapel Stouts Road.

Engineering

- 2021 Resurfacing Contract – Matthews-Indian Trail Road intersection pavement repair work is rescheduled for April 1, weather pending.
- Indian Trail Complete Street – Staff is awaiting other utility companies' cost estimates for underground utilities. We received a cost estimate from our consultant on how much it will cost to construct the entire project, excluding Duke Energy/other utilities underground. It appears we are within the budget. The right-of-way estimate was submitted to NCDOT for approval. We anticipate receiving right-of-way authorization sometime in April.
- Chestnut Square Park Phase 2 Design – Staff is still waiting for the detailed cost estimate based on the design plans.
- 1st Avenue Phase 2 (stormwater and roadway improvements) – The project has started back up. Staff will provide a project update to the Council on March 28.
- Indian Trail Complete Street Phase 2 – Staff received the preliminary surveying, and the consultant is working on a preliminary layout now.
- Navajo Trail Extension – Staff received 25% plans and are reviewing them.
- Shady Bluff Improvements – Staff submitted plans to Duke Energy for review. There are a couple of power poles that will need to be relocated.
- Additional Items:
 - The Pedestrian Plan website is online. Committee meetings will begin in early April.
 - Staff is working on next year's resurfacing contract.
 - Staff is working on construction contracts.

Public Works

- Solid Waste:
 - Town crew members delivered several yard-waste bins while also collecting several missed pick-up locations.
 - Call volume has been creeping back up over the last few weeks.
- Parks:
 - The season has started, and the crew is hard at work daily preparing for the events each evening.
- Streets & Drainage:
 - Several potholes have been patched over the last two weeks.
 - Sidewalk repairs are taking place.
- Buildings/Grounds:
 - Grounds maintenance has started for the year at all town facilities.
- Other
 - Two new employees are expected to start Monday. Low staffing levels continue to hurt overall morale as public works is still down 21% (4 positions) of its overall workforce, even with the two new employees.
 - 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 March 28 Council meeting.