
To: Mayor & Town Council
From: Mike McLaurin, Town Manager
Date: April 6, 2023
Subject: Manager's Report: Week Ending April 7, 2023



The next Manager's Report is scheduled for Friday, April 21, 2023.

Upcoming Events

- 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.
- Spring Litter Sweep: Saturday, April 29, from 7:30-11 a.m. Register at <https://bit.ly/4093ofc>.

Administration

- Prepared the agenda package for the April 11 meeting.
- The April Town Hall Bulletin newsletter was distributed digitally on Friday, March 31. A copy can be found on our website at <http://indiantrail.org/ArchiveCenter/ViewFile/Item/249>.
- On March 30, the Mayor and Town Manager were guests of the Indian Trail Elementary School to observe their Leader in Me program.
- On March 31, the Town Manager was invited and attended the UNC Charlotte MPA mentoring session.
- On Tuesday, April 4, the Town Manager and Communications Director attended a Union County Chamber ribbon cutting for Blue Chameleon Investigations, a new business located at 4833 Old Charlotte Highway.
- Coffee with the Mayor was held on Wednesday, April 5, at the Brandon Oaks Clubhouse. Approximately 25 residents attended.
- The next Facebook Live is scheduled for Thursday, April 20, at 1 p.m. NCDOT Division Manager Brett Canipe will be joining us.
- A Maintenance Technician – Streets and Drainage position was filled. Quashun Allen began his employment on April 5.
- In-person interviews were conducted for the Parks and Recreation Specialist position.
- Staff conducted orientation for three new hires (Jennifer Jackson, Nathan Simpson, and Luigi Auricchio).
- Staff is continuing to recruit for Maintenance Technician positions (Parks & Grounds and Streets & Drainage).
- The UNC Charlotte MPA Capstone program is still underway. The team is conducting an analysis from similar communities across the state on alternative revenues to fund critical programs. The project should be completed in May and will be reviewed with the Town Council.

Finance and Tax

- Overall Collection is 99.3% (tax revenue budget: 104.50% collected and stormwater revenue budget: 101.12% collected).
- Finance staff is scheduling third-quarter financial reviews with department directors and the Town Manager.
- DebtBook implementation is ongoing and is being deployed to satisfy a new audit requirement.

Parks and Recreation

- Hop to IT was canceled because of the weather. We will look to repurpose the eggs at a future pop-up event.
- Event registration continues to trend positively. Local businesses can participate at the events and are encouraged to do so.
- The department is planning the July 1-December 31 programs. Any program suggestions are welcome at this time.
- The July 4 Parade Grand Marshal selection process is underway. April 10 is the first deadline to provide a suggestion either directly to the Lions Club or to Parks and Recreation Director Hayden Kramer. The Town will then forward the name to the Lions Club for their nomination process.
- Final interviews will be held next week for the Parks & Recreation Specialist position. The job posting is still live online to ensure backup candidates are available if needed.
- Part-time positions are still open and available. We encourage those that are interested to apply online.
- Weather has plagued the beginning part of the season for athletic rentals, especially at Crooked Creek Park. We continue to work with permit holders to reschedule applicable dates.
- The department continues to find unique ways to engage and market to the community. Most recently, via Peach Jar, a direct flyer system to UCPS.
- The Mayor's Tree Education Initiative has been planned and will serve six schools during the month of April.

Planning

- 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 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.
- A zoning map amendment has been submitted for a property off Wesley Chapel Stouts (adjacent to the Publix & Publix entrance) for a Chick-fil-A and office building.
- A UDO text amendment to add Spa as a permitted use has been received. This request is a result of a complaint received by a Council Member and is an open Code Enforcement case on Old Monroe Road.
- Redstone Materials (4806 Persimmon Court) has submitted for site plan review for an industrial project.
- Staff is working with a property owner for a potential Historic Designation of a structure built in the late 1800s.
- Please check out our new Development Projects Page & Map that staff has worked hard on to ensure those interested in development in our Town can easily be informed. <https://www.indiantrail.org/625/Development-Projects-in-Indian-Trail>

Engineering

- 2021 Resurfacing Contract – Matthews-Indian Trail Road intersection pavement repair work is rescheduled for April 15, weather pending.
- Indian Trail Complete Street – Right-of-way authorization must go to the NC Transportation Board for approval. This won't occur until May. So, right-of-way activities likely won't start until the end of May.
- Chestnut Square Park Phase 2 Design – Staff is reviewing the cost estimate, which was very recently received..
- 1st Avenue Phase 2 (stormwater and roadway improvements) – Verizon fiber has been relocated, and the contractor continues to upsize/upgrade driveway culverts along the roadway.
- Indian Trail Complete Street Phase 2 – The consultant continues to work on the preliminary layout.

Engineering Continued

- Navajo Trail Extension – Staff finished up the 25% review and met with the consultant to go over our comments. The consultant is addressing them.
- Pedestrian Plan Update: The first advisory committee meeting was held on April 1. The online survey is still open.
- Additional Items:
 - RFLOI for CEI Inspections was submitted to NCDOT for review and approval.
 - Staff continues to work on next year's resurfacing contract.
 - Staff is working on the stormwater maintenance contract (ARPA funded).

Public Works

- Solid Waste:
 - Call volume has been creeping back up over the last few weeks.
 - The Town has added almost 100 service locations over the past two months.
- Parks:
 - The season has started, and the crew is hard at work daily preparing for the events each evening.
- Streets & Drainage:
 - Several sidewalks were repaired over the last two weeks.
 - Stormwater blowouts have been repaired.
 - One new team member has started.
- Buildings/Grounds:
 - Grounds maintenance has started for the year at all town facilities.
 - Two new team members have started.
- Other
 - Low staffing levels continue to hurt overall morale as public works is still down 16% (3 positions) of its overall workforce, even with the 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 April 11 Council meeting.