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**To:** Mayor & Town Council  
**From:** Mike McLaurin, Town Manager  
**Date:** May 5, 2023  
**Subject:** Manager's Report: Week Ending May 5, 2023

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The next Manager's Report is scheduled for Friday, May 19, 2023.

### **Upcoming Events**

- Paws in the Park: Saturday, May 6, from 10 a.m. to 3 p.m. at Crooked Creek Park.
- HITS After Six: Thursday, May 18, from 6-9 p.m. at Chestnut Square Park.
- Blood Drive: Tuesday, May 23, from 9 a.m. to 1:30 p.m. at the Town Hall. Those who would like to donate can register at <https://rcblood.org/3J0zLGM>.

### **Administration**

- Prepared the agenda package for the May 9 meeting.
- The May newsletter was distributed digitally on Friday, April 28. A copy can be found on the Town's website at <https://www.indiantrail.org/ArchiveCenter/ViewFile/Item/250>.
- The next Facebook Live is scheduled for Friday, May 26, at 1 p.m. May is Older Americans Month, so we'll be talking with Andrew Friend, executive director of the Council on Aging.
- Fulfilled several public records requests.
- The security cameras at Chestnut Square Park have been installed, tested, and are now in use.
- The Town Manager and Council Member Crystal Buchaluk attended the North Carolina League of Municipalities' annual CityVision conference on April 26 and 27.
- The Recreation Specialist position was filled. Tabitha Burkhead will begin working with the Parks and Recreation Department on Monday, May 8.
- Staff conducted several interviews for the Public Works Streets and Drainage positions. An offer was extended and accepted.
- The workers' compensation and property and liability insurance renewals were completed for FY23/24.
- Open Enrollment meetings for all staff were held on May 2.

### **Finance and Tax**

- Staff filed the required quarterly ARPA report. The quarter ended on March 31.

### **Parks and Recreation**

- Field reservation requests for July-December will be accepted for approximately two more weeks.
- Events like HITS After Six and Friday Flicks continue to draw a great crowd and are appreciated by the community.
- A focus on surveys for rentals continues to show positive data from the community. We use the data from permit holders to review our processes and make changes if needed.
- The Mayor's Tree Education Initiative is wrapping up. Two outdoor plantings needed to be rescheduled because of the weather.
- Union County Senior Games wraps up this week. This year, Indian Trail was one of two contributing agencies. This year was a record-setting year with participants, and Indian Trail was recognized for adding the only new events in the past few years of the games.
- Planning for the July-December programs and events is being finalized. The department continues to find unique events and programs to highlight the facilities that we have and to provide opportunities for the entire community.

### **Planning**

- ZT 2023-0070 Perfect Spa: A UDO text amendment was unanimously approved by the Planning Board on April 18. This amendment is scheduled for a public hearing before the Town Council on May 9.
- The Shoppes at Hanfield Phase III has submitted for a zoning map amendment for a proposed Chick-Fil-A (SF-1 to GBD) and is scheduled to be heard by the Planning Board on May 16.
- 112 Woodland Road (ZM 2023-0075) has submitted for a zoning map amendment for a proposed Chick-Fil-A (CZ SF-1 to GBD) and is scheduled to be heard by the Planning Board on May 16.
- Younts Road (ZM 2023-0076) has submitted for a zoning map amendment from SF-1 to GBD and is scheduled to be heard by the Planning Board on May 16.
- Roger's Road Daycare has submitted for a conditional rezoning, but the application was incomplete and will not be heard by the Planning Board on May 16.
- Morningstar Storage has submitted for site plan review on the parcel behind Circle K/Starbucks on Hwy 74. We also have someone submitting for the same site for a hotel. Staff is working through why the dual submittals for one site that is not large enough to accommodate both.
- Planning staff continues to participate in weekly legislative sessions with planners across the state to discuss and track several bills that are concerning and impact municipalities directly.
- Planning staff continues to see a lot of commercial inquiries for new projects and for redevelopment along the HWY 74 corridor and Old Monroe Road.
- Planning staff participated in another meeting of the County's technical review committee this week to work more closely with the County and ensure we are providing comments to the development community that does not conflict.

### **Engineering**

- Chestnut Parkway Phase 3 – The environmental permit needed to be revised and updated. This is occurring now, and staff will begin working on the construction contract soon.
- Chestnut Square Park Phase 2 Design – The construction drawing should be completed by the end of May. Staff presented the Council with an updated construction cost estimate at the April 25 meeting.
- 1<sup>st</sup> Avenue Phase 2 (stormwater and roadway improvements) – Most driveway culverts and concrete driveways have been completed. The contractor is working on the roadway culvert crossing at Indian Trail-Fairview Road.
- Indian Trail Complete Street Phase 2 – Staff reviewed and provided comments on design criteria and cross-sections.
- Navajo Trail Extension – The consultant is moving forward with the design after the 25% comments were addressed.
- Pedestrian Plan Update – The second Advisory Committee meeting was held on May 5. The consultant will have a booth at the Paws in the Park event on May 6.
- Additional Items:
  - RFLOI for CEI Inspections NCDOT's comments have been addressed.
  - Staff is wrapping up the resurfacing contract. It will be advertised next week.
  - Staff is wrapping up the stormwater maintenance contract. It will be advertised within the next two weeks.
  - Staff sent out an informal bid request to several contractors for the Crooked Creek Park parking lot paving improvements project.

## **Manager's Report**

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### **Public Works**

- Solid Waste:
  - Call volume has been creeping back up over the last few weeks.
  - The Town will add nearly 50 new service locations again this month.
  - We are in the first of two bulk pick-up weeks this week. This is a major increase in call volume.
- Parks:
  - The season has started, and the crew is hard at work daily preparing for the events each evening.
  - Staff is working on several repairs of park equipment because of misuse by the public. This is costly and takes a sizable amount of time to complete.
  - We had a graffiti issue at Chestnut Square Park in the men's bathroom last week. It has been cleaned up.
  - The irrigation system at Crooked Creek Park has been de-winterized. This has included several repairs to the system.
- Streets & Drainage:
  - Staff completed several sidewalk repairs around the Town. One repair was along Indian Trail Road at the main intersection.
  - Staff filled several potholes around the Town.
- Buildings/Grounds:
  - Grounds maintenance has started for the year at all Town facilities.
- Other
  - 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.