



MANAGER'S REPORT

January 24, 2025

Prepared by:
Town Manager Mike McLaurin

The Manager's Report is distributed twice monthly on the weeks opposite the Town Council meetings. The purpose of the report is to provide the Town Council and Indian Trail residents an update on projects and other activities happening throughout the Town.

The next Manager's Report is scheduled for Friday, February 7.

Administration Department

- Mayor David Cohn and Council Member Clarence Alsobrooks volunteered at the annual Crime Stoppers BBQ fundraiser on Friday, Jan. 17.
- Staff prepared the Jan. 28 Town Council meeting agenda packet.
- The Town hosted Facebook Live on Jan. 23 with Jessie Lindberg, Executive Director of Turning Point. The next Facebook Live is scheduled for Friday, Feb. 28, with Senator Todd Johnson.
- The next Coffee with the Mayor is Thursday, Jan. 30, from 9-10 a.m. at Rockhounds Coffee.
- The HR Director attended two virtual trainings provided by the Equal Employment Opportunity Commission (EEOC): "ADA and Accommodations" on Jan. 14 and "Investigative Interview Techniques" on Jan. 22.
- The HR Director and the Public Works Director met with the Town's Risk Consultant with the NCLM on Jan. 16 to discuss the Town's risk management practices and to complete a hazard assessment of Town properties, equipment, and practices.
- Staff continue recruiting for the Tax Collector, Streets and Drainage Technician, and Engineering Technician positions.
- The President of the International City County Management Association appointed the Town Manager to serve on its annual conference planning and evaluation committee. A critical role of the Committee is to review and select presentations that will be presented at its annual conference in October. The Town Manager attended the first meeting of this committee.

Finance & Tax Departments

- Overall Collection is 95.52% (tax revenue budget: 100.50 % collected and stormwater revenue budget: 94.20% collected)
- Second notices for delinquent property taxes will be mailed during the week of Feb. 3.
- Staff continuously complete journal entries, process account payables, and budget amendments as needed.
- Staff continue to work on setting up the ability to offer payments to vendors via Electronic Funds Transfer.
- Staff will continue to work on implementing a financial dashboard that will allow transparency for expenses and revenues, which will be hosted on our website.
- 1099's will be mailed by Monday, Jan. 27.

Parks & Recreation Department

- New programs like our Tot Open Play, Senior Games Exploration Day, chair volleyball, and line dancing are already very popular, and people are taking advantage of them!
- We are in talks with sponsors, some new and some returning, for all of 2025.
- Budget preparation for FY26 is underway.

Planning Department

- CZ 2024-0136: A request for four parcels to be rezoned from SF-1 to Neighborhood Business District to expand the existing commercial for the Southgate mixed-use project. A community meeting for this project was held on Jan. 6. The request was heard by the Planning & Zoning Board on Jan. 21 and was unanimously recommended for approval.
- ZT 2024-0128 Zoning Text Amendment to amend the parking regulations and increase civil penalties to encourage compliance was approved during the Jan. 14 Town Council meeting. Staff are working to get appropriate supplies and measures in place, as well as submitting the change to Municode.
- V 2024-0129: The Pickett's Circle request for a variance to the setback requirements. This request was heard by the Planning & Zoning Board on Jan. 21 and was approved.
- The Crossgate Condos site plan review is on hold pending a tree inventory summary and mitigation plan.
- ZM 2024-0129, a recent rezoning to Light Industrial, has submitted for sketch plan to move forward with the proposed warehouse/office off Helmsville Road.
- CZ 2024-0127 Indian Trail Corporate Park: A large proposed Light Industrial Park is moving forward in the rezoning process by completing a Traffic Impact Analysis, which is currently under review by Town staff.

Engineering Department

- Indian Trail Road Complete Street Phase 1: The Town is waiting for the last property acquisition to be completed. The water/sewer plans are in final review with Union County.
- Chestnut Square Park Phase 2B: The Union County Building Department is still reviewing the plans.
- FY23/24 Resurfacing Contract: Staff are waiting on the final invoice.
- ARPA Stormwater Improvements Project Phase 2: Staff have executed the contract and are working on the final easement acquisition. The work should begin in February.
- Additional Items:
 - Stormwater Fee Assessment submittals are due on Friday, Jan. 24.
 - Staff continue to work on the next resurfacing contract.
 - Staff met with the developer at the Exchange at Indian Trail (Unionville Indian Trail Road improvements)
 - C/Os for houses in Moore's Farm Phase 4 have begun
 - A preconstruction meeting was held for Duke Power Facility (Radiator Road)
 - A preconstruction meeting was held for Cross Gate Condos

Public Works Department

- Solid Waste:
 - Staff continue to maintain and monitor daily solid waste operations.
 - Staff continue to conduct field investigations of ongoing operations.
 - Staff attended mediation with Waste Connections over fuel surcharge and CPI. The mediation was successful, and the Council approved the settlement.
- Parks:
 - Staff are working to complete winter project upgrades.
- Streets and Drainage:
 - Staff completed several pothole and asphalt patches this week.
 - Staff repaired several signs around the Town.
 - During the past two winter storms, staff applied material on roadways to help with freezing.
- Right-of-Way:
 - Staff have been making great progress on stormwater creek cleaning.
 - Staff have paused channel maintenance to complete a litter sweep around the Town.

Public Works Department

- Buildings/Grounds:
 - Staff completed daily tasks at all facilities.
 - Building upgrades are underway at the Sheriff's Office. The items left to be completed include a vehicle wash station and a few electrical upgrades.
- Other
 - Staff are working on long-term projects related to the Town Hall.
 - The ADA Transition Plan is underway.
 - The Emergency Operations Plan is underway.

American Rescue Plan Act (ARPA)

- Items related to the FY25 projects are being purchased.

Upcoming Events

Events	Day/Time	Location
Harlem Wizards	Saturday, Feb. 1 7 p.m.	Sun Valley High School Tickets: https://bit.ly/3WivwMA
Love Bug Dance	Friday, Feb. 14 6-8:30 p.m.	Carolina Courts

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