

Hop to IT



MANAGER'S REPORT

April 4, 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, April 18.

Administration Department

- Staff prepared the agenda packet for the April 8 Town Council meeting.
- The Town hosted Coffee with the Mayor on Wednesday, March 26, at the Brandon Oaks Clubhouse. Approximately 25 residents attended. The next Coffee with the Mayor is scheduled for Thursday, May 15, from 9-10 a.m. at the Bonterra Village Clubhouse.
- The April newsletter was distributed digitally on March 31. A copy can be found on our website at <https://indiantrail.org/ArchiveCenter/ViewFile/Item/301>.
- The next Facebook Live is scheduled for Thursday, April 10, at 1:30 p.m. with representatives from TreesUnion.
- The Communications Director met with members of the Union County communications team to discuss initial plans for a celebration event for the Emerald Woods waterline project. More information will be provided as logistics are finalized.
- Staff continue to meet and gather information about new health benefits.
- Staff continue to recruit for the Streets and Drainage Maintenance Technician positions.
- Dean Benfield was promoted to Crew Leader of the Right-of-Way crew on March 26.
- The Town held a fire drill on April 3.
- Customer Service Essentials training for staff was held on March 27.
- The HR Director participated in two free webinars: "Leading with Emotional Intelligence" and "Proactive Resilience in Times of Crisis," presented by our EAP provider.

Finance & Tax Departments

- Overall Collection is 99.39% (tax revenue budget: 104.14% collected and stormwater revenue budget: 100.36% collected)
- Staff are working on FY2026 budget numbers and are preparing for the budget workshop on April 8.
- Staff continuously complete journal entries, process account payables, and budget amendments as needed.
- Staff have made progress in setting up a few vendors for EFT payments and continue to work on converting others. They are also developing a vendor packet.
- Staff are working with Edmunds, the Town's financial software vendor, to get the financial dashboard working on our website.
- Senior Accounting Technician Paula Beachum completed her Accounting and Finance Certificate from SPCC in March.

Parks & Recreation Department

- The Parks and Recreation Department is looking forward to a busy April. We have several events and programs for the community to enjoy.
- April 1 opened the "Fall" athletic facility rental requests for both Crooked Creek Park and Chestnut Square Park for the period from July to December 2025. This will be open for approximately six weeks, and then the staff will work to assign permits. We are already seeing an uptick in requests; we have traced this to the Matthews Sportsplex being partially closed for repairs.

Planning Department

- CZ 2025-0024 Indian Trail Public Works Facility has submitted for annexation and rezoning for the property located off the 74 Bypass and Indian Trail Fairview Road. This project has been scheduled for the April 15 Planning and Zoning Board meeting. The public hearing has been tentatively scheduled for the May 13 Town Council meeting.
- Crossgate Development, located off Crismark Drive, has received site plan approval. The developer will be required to pay a fee in lieu of a portion of tree plantings before any COs are issued.
- Copper Station, located off Idlewild Road, has submitted for site plan review.
- Chase Bank has submitted for sketch plan review for the vacant parcel adjacent to the new Harris Teeter Fuel Center on Old Monroe Road.
- Golden Key Building has submitted for sketch plan review for a parcel off Forsyth Avenue for an office/showroom.
- Staff are working with the NCAPA legislative committee to understand the variety of House and Senate bills that have been filed. We are evaluating which bills to support and which to oppose, as well as the likelihood of each receiving final approval.

Engineering Department

- Indian Trail Road Complete Street Phase 1: Staff submitted the right-of-way acquisition reimbursement and certification.
- Chestnut Square Park Phase 2B: The project is on hold until the Community Center site analysis is completed.
- Chestnut Parkway Phase 3: The contractor continues installing the storm drainage infrastructure and is looking ahead to prep the site for the roadway base structure.
- FY23/24 Resurfacing Contract: Staff are meeting with the contractor to review the invoice. The goal is to pay the invoice soon and then wrap up the project with the final invoice in the coming weeks.
- ARPA Stormwater Improvements Project Phase 2: The contractor is finishing the sewer relocation in the Clover Bend subdivision. The first precast culvert was delivered for the project, and the contractor will install it sometime next week. The Liberty Lane creek improvement area has been cleared.
- Additional Items:
 - Staff plan to advertise the next resurfacing contract sometime this month.
 - Staff are still working with the developers at Sagecroft Townhomes and Springshire Subdivision on the street acceptance process, as both have field items that need attention.
 - Staff are finalizing the paperwork with the Braeburn Subdivision to accept the remaining streets.

Public Works Department

- Solid Waste:
 - During ongoing field investigations, staff have observed an increase in residents leaving carts on the street for extended periods after collection. Staff will begin sending letters to individual residents about proper times to place and return carts from the roadside to the primary structure on the property.
 - During the last two weeks, the number of additional collection locations added to the Town's roster has increased greatly.
- Parks:
 - Staff are working to complete the last few project upgrades, including scoreboards and a new feature install at Crooked Creek Park.
- Streets and Drainage:
 - Street sweeping is ongoing in between other daily tasks.
 - Staff completed several sidewalk projects.
 - Staff patched a few potholes.

Public Works Department - Cont.

- Right-of-Way:
 - Staff have started mowing and litter collection for the season.
- Buildings/Grounds:
 - Safety and security upgrades are in the design phase at the Town Hall.
 - Building upgrades are underway at the Sheriff's Office. The remaining items to be completed include a vehicle washing station and several 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.
- The final stormwater project related to ARPA funds is underway.

Upcoming Events

Events	Day/Time	Location
Inclusive Egg Hunt	April 10 6-7:30 p.m.	Chestnut Square Park
Hop to IT	April 11 6-9 p.m.	Chestnut Square Park
Hits After Six	April 17 6-9 p.m.	Chestnut Square Park
Friday Flicks/Camp Out	April 25-27	Crooked Creek Park

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