



MANAGER'S REPORT

June 20, 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 with an update on projects and other activities happening throughout the Town.

The next Manager's Report is scheduled for Thursday, July 3.

Administration Department

- Staff prepared the agenda packet for the June 26 Town Council meeting.
- The Town Manager and Town Attorney have reviewed the new Union County Sheriff's Office contract. It is now back with the Sheriff's Office attorney.
- On June 10, Mayor Cohn, the Town Manager, Assistant Town Manager, and Communications Director attended a Union County Chamber ribbon cutting for Mothers Advocating for Real Change and Unwavering Support (M.A.R.C.U.S.).
- On June 20, Mayor Cohn and the Communications Director attended a Union County Chamber ribbon cutting for Method Eye Care's one-year celebration.
- The Town Manager, Assistant Town Manager, and Planning Director attended the North Carolina City & County Management Association's Summer Seminar from June 19 to June 21.
- On June 12, Skye Evans joined the Town of Indian Trail as a part-time intern for the summer. She will split her time between Communications and Parks & Recreation, assisting with digital media projects.
- The next Facebook Live is on Thursday, June 26, at 1 p.m. Finance Director Alicia Massey will join Mayor Cohn and the Town Manager to talk about the FY 26 budget and the overall budget process.
- Staff are recruiting for the Tax Collector, Customer Service Representative, Streets and Drainage Maintenance Technician, and Right-of-Way Maintenance Technician positions.
- Staff conducted first-round interviews for the Customer Service Representative position.
- The Town hosted a Juneteenth staff celebration on June 18.
- Blake Quinn was hired as a Maintenance Technician on the Right-of-Way crew. His first day was on June 16.

Finance & Tax Departments

- Overall Collection is 99.74% (tax revenue budget: 104.48% collected and stormwater revenue budget: 100.58% collected)
- The auditors are at Town Hall this week, conducting preliminary field work.
- The fiscal year ends on June 30, 2025. Only essential spending is allowed in June.
- Staff are working on a Banking RFP for core banking services.
- The Town Council approved the FY 26 budget on June 12. Staff are working on preparing the full budget book.
- 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.

Parks & Recreation Department

- The Town hosted Family Fun Day on June 7. It was an amazing event, and everything went smoothly. We are currently gathering feedback from the community, staff, UCSO, Fire, and EMS. We have already started planning for next year and ways to improve the event.
- Summer Camp has officially kicked off! Each week, between the end of school in June and the beginning of school in August, we will host a minimum of one camp per week, with some weeks featuring multiple camps. Camps are full, and some have waiting lists with 40+ kids.
- Summertime is busy with Parks and Recreation with camps, our regular programming, pop-up programs, dinner theater, and community theatre! This is going to be our busiest summer ever.
- Work continues on the Community Center, with staff reviewing potential square footage and layouts.

Planning Department

- No significant updates to report.

Engineering Department

- Indian Trail Road Complete Street Phase 1: Staff received the final plan review comments from NCDOT regarding the construction drawings and forwarded them to the consultant for addressing. Staff are still waiting for comments on the construction contract.
- Chestnut Square Park Phase 2B: The project is on hold until the Community Center site analysis is completed.
- Chestnut Square Park New Access Road: The project is in the design phase.
- Chestnut Parkway Phase 3: The contractor will finish the storm drainage infrastructure by the end of the month. Paving has been delayed due to the persistent rain.
- FY23/24 Resurfacing Contract: Staff are working with the contractor to get a few items fixed.
- ARPA Stormwater Improvements Project Phase 2: The contractor is waiting on some consistently dry weather to get all three streets paved in the Clover Bend subdivision.
- Additional Items:
 - Staff are performing another traffic analysis in the Colton Ridge subdivision.
 - Staff are working with NCDOT's maintenance department on a couple of stormwater matters.
 - Staff selected the design-build team for the pickleball courts project and are negotiating the cost proposal. Staff will present this to the Council at the June 26 meeting.
 - Doorhangers were sent to residents adjacent to the Bow Brook and Pioneer culvert crossings. Staff plan to set up meetings with them to discuss permanent and temporary stormwater easements.
 - The Stormwater Advisory Committee meeting was held on June 18.

Public Works Department

- Solid Waste:
 - During ongoing field investigations, staff have seen an increase in residents leaving carts on the street for an extended period after collection. Staff have begun sending letters to individual residents about proper times to place and return carts from the roadside to the primary structure on the property. This letter will include the Town code that is being cited, as well as information regarding potential remedies for residents and fines for not following the code.
 - The 2025-2026 Solid Waste calendar is ready to be mailed. This will be mailed to all residents by August 1.
- Parks:
 - Staff are working to complete the last few project upgrades, including scoreboards and a new feature at Crooked Creek Park.
 - Staff completed ongoing maintenance and daily field preparation.
 - Splash Pad maintenance is in full swing.
 - Crews completed the fitness pad repairs.
 - Staff repaired several outlets at Crooked Creek Park before Family Fun Day.
 - Staff repaired several irrigation leaks at Crooked Creek Park.
- Streets and Drainage
 - Staff installed several large asphalt patches in the Crismark subdivision.
 - Street sweeping is ongoing when time permits between other daily tasks.
- Stormwater
 - Staff conducted ditch maintenance along First Avenue and Grover Moore.
- Right-of-Way
 - Staff continue mowing and litter collection along several NCDOT and Town-maintained roadways.

Public Works Department Cont.

- Buildings/Grounds:
 - Safety and security upgrades are now in the construction phase at the Town Hall.
 - Building upgrades are underway at the Sheriff's Office. The items left to be completed include a vehicle washing station.
 - Staff replaced flags at all Town facilities.
- Other
 - The ADA Transition Plan was presented at the May 27 Town Council meeting. Staff will look for adoption of the plan by the Council in July 2025.
 - An Emergency Operations Plan is underway and will be presented at an upcoming Town Council meeting.

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
July 4 Parade	July 4 10 a.m. (NEW TIME)	Indian Trail Road
National Night Out	August 5 6-9 p.m.	Chestnut Square Park

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