



MANAGER'S REPORT

November 21, 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 Friday, December 5.

Administration Department

- Mayor Cohn, Council Members Alsobrooks, Barber, and Buchaluk, the Town Manager, Assistant Town Manager, and Communications Director attended the Union County Chamber's Public Policy Luncheon on Nov. 12. State Representatives Dean Arp and Mark Brody provided updates on the state budget and how it could impact Union County.
- Chain Reaction Studios visited the Town Hall on Nov. 13 to film the Excellence in Business video that will be shown at the Union County Chamber Gala on Dec. 4. As a finalist for Employer of Choice, the Town receives a free 90-second video that we can also use for marketing purposes after the Gala.
- The Town hosted the final Coffee with the Mayor of the Year on Nov. 18 at the Brandon Oaks Clubhouse. The next Coffee event will be in January.
- The Town hosted Facebook Live on Nov. 20 with Food for Families. The next Facebook Live will be on Dec. 18. It will be a special one-on-one with the Town Manager to recognize his service to the Town before he retires at the end of the year.
- Staff continue to work with CivicPlus on the redesign of the Town's website. The internal website team met on Nov. 12 to review the homepage layout template, color palette, and content organization. This information was submitted to CivicPlus, which will begin work on the new website homepage design. The design will be ready for internal review in January. In addition to the redesign, staff continue to work on making accessibility updates to the site.
- A candidate accepted an offer for a Maintenance Technician position on the Right-of-Way crew.
- The HR Director, Assistant Town Manager, Senior Planner, and three Public Works Crew Leaders attended a training workshop, HR 201: Performance Management, through the North Carolina League of Municipalities on Nov. 18.
- The annual Friendsgiving lunch for staff was held on Nov. 20.

Finance & Tax Departments

- Overall tax collection is 22.03% (tax revenue budget: 22.67% collected; stormwater revenue budget: 28.40% collected).
- Staff attended the North Carolina Government Finance Officers Association Fall Conference from Nov. 16-18.
- Staff received a draft copy of the FY2025 audit and are waiting for the final 2025 Office of Management and Budget (OMB) Compliance Supplement.
- Staff have made progress in setting up a few vendors for EFT payments and continue to work on converting others.
- Staff continuously complete journal entries, process account payables, and budget amendments as needed.
- Staff have completed the Audit RFP to be posted and available for response on Dec. 1.
- Staff are working to complete the AFIR and Powell Bill Fiscal Data report.

Parks & Recreation Department

- Indian Trail Parks and Recreation hosted its annual car show on Nov. 1. It was a great turnout, and staff received several compliments from the community.
- For Veterans Day, the Town is hosting a Thank You Letter Drop-in Event at the Town Hall on Tuesday, Nov. 11, from 11 a.m. to 1 p.m. This simple, heartfelt initiative will invite residents to stop by and write a note of gratitude to our veterans. All letters collected will be shared with the American Legion and VFW for distribution to veterans in our community.
- Field reservations are open for both Crooked Creek Park and Chestnut Square Park. We anticipate all permits will be issued before the new year.
- The holiday time will be very busy! We will host Breakfast with Santa, Letters from Santa, Winterfest, the Christmas Parade, and a holiday social media contest.
- Indian Trail Parks and Recreation has completed its 2026 planning. [Check out the 2026 Find IT Fun Program Guide!](#)

Planning Department

- No significant updates to report.

Engineering Department

- Indian Trail Road Complete Street Phase 1: Staff are working with CSX to wrap up their review. Duct bank design started a week ago.
- Chestnut Square Park Phase 2B: The project is on hold until the Community Center site analysis is complete.
- Chestnut Square Park New Access Road: The design team is making some minor changes based on our last review/meeting. The culvert designer will review the new culvert layout and run their hydrologic model.
- Chestnut Parkway Phase 3: The Gribble roundabout (U-5808 portion of the project) concrete islands are being installed. The Old Monroe Road tie-in paving occurred on Nov. 19. The final lift was installed on the entire Parkway on Nov. 20 and 21.
- Pickleball Courts at Crooked Creek Park: The contractor continues to install the perimeter fence. A minor issue caused this installation to take longer than normal. The border curb will follow soon after the fence is complete.
- Bow Brook Trail and Pioneer Lane Culvert Replacements: Staff are working with third-party utility companies to relocate their lines. The contractor has started submitting their shop drawings for our consultant to review.
- Additional Items:
 - Staff are actively approving housing C/Os on five active subdivisions.
 - Staff continue to review encroachment requests for fiber installation, mainly from Kinetic (aka Windstream).
 - Staff are still working with property owners for permanent stormwater easements for various projects.
 - Staff are revising roadway cross-section details due to a law change.
 - ARPA Stormwater Improvements Phase 2 Project: The contractor will remediate a section of sewer line that does not comply with Union County Public Works' standards. This work was pushed back because the contractor has to deal with a matter on another project. Staff are unsure when this work will begin.
 - Staff are working on Evolve plan reviews.
 - Staff issued a Stop Work Order for the Faith Church Industrial Project. This occurred a while back, and the order has not been lifted.

Public Works Department

- Solid Waste:
 - Solid Waste has been busy as we exit the November Bulk and E-waste pick-up cycle and set another new record of additional accounts in October, with 58.
- Parks:
 - Staff made several repairs to park equipment.
 - Several staff members were trained on how to operate the new scoreboards at Crooked Creek Park.
 - Staff are working to complete larger projects at the parks, including adding more conduit for upgraded fiber installation to provide internet and cameras to more areas of Crooked Creek Park.
 - Staff hauled structural fill material to Chestnut Square Park.
 - Staff completed ongoing maintenance, including equipment and daily field preparation.
- Streets and Drainage:
 - Staff repaired several potholes and replaced several signs around the Town.
 - One large stormwater project is underway and should be completed this week.
 - One large stormwater project was completed last week.
 - Staff completed mowing at the stormwater structure for First Avenue.
 - The Right-of-Way crew began channel maintenance. This work will continue throughout the winter months.
- Right-of-Way:
 - Staff continue litter collection along several NCDOT and Town-maintained roadways.
- Buildings/Grounds:
 - Staff performed maintenance on several vehicles and pieces of equipment.
 - Staff completed ongoing maintenance and all daily tasks.
 - Staff touched up paint in high-traffic areas at Town Hall.
 - Carpet cleaning will take place at Town Hall on Friday evening.
 - Staff have started installing holiday decorations at the Town Hall.

Upcoming Events

Events	Day/Time	Location
Winterfeset	December 5 6-9 p.m.	Chestnut Square Park
Christmas Parade	December 7 4 p.m.	Indian Trail Road

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