



MANAGER'S REPORT

January 10, 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, January 24.

Administration Department

- Staff prepared the Jan. 14 Town Council meeting agenda packet.
- The next Facebook Live is on Jan. 23 with Jessie Lindberg, Executive Director of Turning Point.
- The next Coffee with the Mayor is on Thursday, Jan. 30, from 9-10 a.m. at Rockhounds Coffee.
- The Communications Director and IT Administrator have met with several website/digital accessibility compliance companies to discuss their services and how they can help us ensure the Town's website meets the new federal ADA requirements by the April 2027 deadline. This includes the required manual review of the website using assistive technologies. Based on the quotes received, we will include an estimated cost for this project as part of the proposed FY26 budget.
- Staff posted the Tax Collector, Engineering Technician, and Streets and Drainage Maintenance Technician positions. Applications are being received and reviewed.

Finance & Tax Departments

- Overall Collection is 77.87% (tax revenue budget: 81.85% collected and stormwater revenue budget: 77.05% collected)
- Staff continuously complete journal entries, process account payables, and budget amendments as needed.
- Staff have scheduled quarterly financial review meetings with department heads for next week.
- Staff are working on offering payments to vendors via Electronic Funds Transfer (EFT).
- Staff are working on implementing a financial dashboard that will allow transparency for expenses and revenues. It will be hosted on our website.

Parks & Recreation Department

- 2025 is shaping up to be another fantastic year! Registration is open for all 2025 activities, and we encourage people to register quickly for things they are interested in. To see all of our 2025 offerings, please visit: <http://itsparksandrec.com/DocumentCenter/View/4358/Indian-Trail-Parks-and-Recreation-2025-Program-Guide>.
- The department will continue to work on community outreach. We welcome any input from the community for potential programs, events, or improvements.

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 is scheduled to be heard by the Planning & Zoning Board on Jan. 21.
- ZT 2024-0128 Zoning Text Amendment to amend the parking regulations and increase civil penalties to encourage compliance. This request is scheduled for the Jan. 14 Town Council meeting.
- V 2024-0129: A request on Pickett's Circle for a variance to the setback requirements. The Planning & Zoning Board will hear this request on Jan. 21.
- The Planning & Zoning Board has a vacant seat that staff proposes to fill with the recently dissolved Board of Adjustment members. This would begin with Chairperson Jennifer Maher for this first vacancy. This request is included on the Jan. 14 Town Council agenda.

Engineering Department

- Indian Trail Road Complete Street Phase 1: The Town is waiting on the last property acquisition to be completed. NCDOT is still reviewing the final construction drawings.
- Chestnut Square Park Phase 2B: The Union County Building Department is still reviewing the plans. The Fire Marshal approved the drawings.
- 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:
 - Staff advertised the RFQ for the Stormwater Fee Assessment.
 - Staff are still working on the next resurfacing contract.
 - Pipe Videoing: No significant repair needs to occur after reviewing the 6,000 linear feet of video.
 - Staff performed a final walkthrough of the Clover Senior Living facility on Chestnut Lane.
 - Staff performed an initial walkthrough of Morningstar Storage on Indian Trail-Fairview Road.
 - Staff performed an additional walkthrough of the concrete repair work at the Sagecroft Townhomes. The final asphalt layer will be installed soon.
 - Staff performed final walkthroughs at RCA Underground on Gray Fox Road and for Phase 1 at the Exchange at Indian Trail.
 - Staff held a preconstruction meeting for Heric Properties on Gray Fox Road.

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 are working with legal counsel on ongoing items related to solid waste.
- 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.
 - Several stormwater projects are scheduled to begin next week.
 - Staff have prepared for the winter storm to begin on Friday and Saturday.
- Right-of-Way:
 - Staff have been making great progress on stormwater creek cleaning.
- 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.
 - The Public Works Space Needs Space Study plan is being finalized.

American Rescue Plan Act (ARPA)

- Purchasing of items related to the FY 25 projects is underway.
- With the addition of the 2024 Stormwater project approval at the last Town Council meeting, all ARPA funds have been allocated. This is a great accomplishment and meets the federal guidelines set in place through ARPA regulations.

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