



MANAGER'S REPORT

February 7, 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 21.

Administration Department

- Mayor David Cohn, the Town Manager, and the Communications Director attended the Union County Chamber's Legislative Agenda Breakfast on Jan. 31.
- Mayor David Cohn and the Communications Director attended the 15th Annual Groundhog Day Economic Forum on Feb. 4. The event was hosted jointly by the City of Monroe and the Union County Chamber.
- The Town Manager, Assistant Town Manager, and Planning Director attended the North Carolina City and County Management Association's Winter Seminar from Feb. 5-7.
- The Town hosted Coffee with the Mayor on Jan. 30. More than 20 residents attended.
- The February newsletter was sent digitally on Jan. 31. A copy can be found on the Town's website at <https://indiantrail.org/ArchiveCenter/ViewFile/Item/299>.
- Indian Trail's first Blood Drive of the year is on Friday, Feb. 21, from 9 a.m. to 1 p.m. in the Shirley Howe Community Room. Those wishing to donate can register at <https://rcblood.org/3VEGmfl>.
- The next Facebook Live with Senator Todd Johnson is scheduled for Friday, Feb. 28.
- The HR Director participated in a free webinar from the Town's payroll provider titled, "Thought Intelligence – The Unknown Pre-Req to Emotional Intelligence."
- Staff began in-person interviews for the Tax Collector position.
- Staff are in the process of conducting phone interviews for the Engineering Technician position.
- The HR Director attended the Union County Human Resources Association chapter meeting on Feb. 5.

Finance & Tax Departments

- Overall Collection is 96.72% (tax revenue budget: 101.73% collected and stormwater revenue budget: 95.33% collected)
- Second notices for delinquent property taxes were mailed on Feb. 5.
- Staff continuously complete journal entries, process account payables, and budget amendments as needed.
- Staff continue to work on setting up offering payments to vendors via EFT.
- Staff continue to work on implementing a financial dashboard that will allow transparency for expenses and revenues. The dashboard will be hosted on the Town's website.
- Staff mailed 1099's on Jan. 28.
- Staff completed and submitted the TR02 on Jan. 31.
- Budget review meetings will be held Feb. 10-14 between the Town Manager, Finance, and Department Directors.

Parks & Recreation Department

- The Harlem Wizards game was hosted on Saturday, Feb. 1, to a sold-out crowd of over 1,000 people! This brought significant attention to Indian Trail Parks and Recreation and strengthened partnerships between the Town, Union West Rotary, and Union County Public Schools
- Summer Camp registration is open, and several camps have already filled up!
- Several events are right around the corner. We encourage businesses and organizations to register for events before space fills up.
- Budget preparation for FY26 is underway. Our budget has been submitted for initial review, and we will continue to have budget meetings in the coming weeks.

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. This annexation and rezoning is scheduled to be heard by the Town Council in February.
- The Crossgate Condos site plan review is on hold pending a tree inventory summary and mitigation plan. Staff attended the Crismark HOA meeting on Jan. 29 to discuss details and answer questions on proposed developments surrounding Crismark.
- ZM 2024-0108: Pine Creek Land Company (Secrest Shortcut Road) is requesting a conventional rezoning from CZ-SF-5 to Light Industrial for a proposed light industrial development.
- 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: It appears the last property for right-of-way acquisition is finalizing the paperwork. Staff are working on the right-of-way acquisition submittal for auditing. The geotechnical consultant performed soil boring along Indian Trail Road on Feb. 6.
- Chestnut Square Park Phase 2B: The Town is still waiting on approval from the Union County Building Department.
- 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 this month.
- Additional Items:
 - Staff completed the reviews of the Stormwater Fee Assessment submittals. A selection will occur soon.
 - Staff continue to work on the next resurfacing contract.
 - Staff turned in the FY22/23 resurfacing contract's final invoice. We added a few extra items to the scope of work to be completed when temperatures warm up.
 - C/O inspections were completed in the Sheffield and Moore's Farm subdivisions.
 - Staff held a preconstruction meeting with Evoke Apartments (grading-only permit) along Wesley Chapel Stouts Road.
 - Staff held a preconstruction meeting with Herc Rental on Technology Boulevard.
 - Staff are submitting projects for consideration in the 2055 Metropolitan Transportation Plan.

Public Works Department

- Solid Waste:
 - Staff continue to maintain and monitor daily solid waste operations while also conducting field investigations.
- Parks:
 - Staff are working to complete winter project upgrades.
- Streets and Drainage:
 - Staff repaired several signs around the Town.
 - Staff completed two mid-sized stormwater projects.
- 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.
 - Staff have started early on spring cleaning around facilities with some pressure washing around the Town Hall.
 - 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 safety and security upgrades at the Town Hall.
 - The ADA Transition Plan is underway.
 - The Emergency Operations Plan is underway, and a draft is being reviewed by the Town's Public Safety Work Group and Union County Emergency Management.
 - FY26 budget drafts were turned in to the Finance Department for review.

American Rescue Plan Act (ARPA)

- Items related to the FY25 projects are being purchased.

Upcoming Events

Events	Day/Time	Location
Love Bug Dance	Friday, Feb. 14 6-8:30 p.m.	Carolina Courts

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