

Hop to IT



MANAGER'S REPORT

April 18, 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, May 9.

Administration Department

- Staff prepared the agenda packet for the April 22 Town Council meeting.
- On April 10, Mayor Cohn, Council Member Alsobrooks, Council Member Buchaluk, the Town Manager, Parks and Recreation Director, and Communications Director attended a breakfast and the opening ceremony for Special Olympics Union County.
- The Town hosted Facebook Live on April 10 with guest TreesUnion. The next Facebook Live is on May 22 at 1 p.m. with guest Pat Kahle, President and CEO of the Union County Chamber.
- Members of the Town's Safety Workgroup met on April 15 to discuss revisions to the draft of Indian Trail's Emergency Operations Plan.
- The Union County Chamber is hosting two ribbon cuttings in April that are relevant to Indian Trail:
 - Grand opening of Eggs Up Grill on Friday, April 25, at 10:30 a.m. The address is 5124 Old Charlotte Highway.
 - Relocation celebration for Union County Crisis Assistance Ministry on Tuesday, April 29, at 1 p.m. The address is 216 N. Hayne St. in Monroe.
- The Emerald Woods Waterline Completion Celebration, in collaboration with Union County, is scheduled for Wednesday, May 7, at 4 p.m. in the Emerald Woods neighborhood. The intent is to highlight the project's completion and our partnership with the County while encouraging residents to sign up for water service.
- Two new part-time employees were hired in Parks and Recreation: Jennifer Saunders and Carlton Anthony.
- The Town received quotes from three different brokers for health, dental, vision, and ancillary benefits.
- Staff are continuing to interview for Streets and Drainage Maintenance Technician position(s).
- The HR Director completed certification to become a Workplace Mental Health Ally through the SHRM (Society of Human Resource Management) program.

Finance & Tax Departments

- Staff are working on the FY2026 budget in preparation for the Manager's Recommended Budget at the May 13 Town Council meeting.
- 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. The final updates should hopefully be completed in the next two weeks.
- The Finance Director held Quarterly Financial Review meetings with department heads to review Q3 numbers.

Parks & Recreation Department

- Mother Nature was not cooperative with our Inclusive Egg Hunt and Hop to IT events, as both were canceled because of weather. The Inclusive Egg Hunt was rescheduled and took place on Tuesday, April 15, at Crooked Creek Park. The Hop to IT egg hunt will be combined with our upcoming Movie Night/Camp Out event.
- Staff have been busy with the Union County Senior Games. The Town is a Presenting Partner for the program. Indian Trail plays host to mahjong, pickleball, archery, and disc golf. Indian Trail will also host the Closing Ceremonies at the beginning of May.

Parks & Recreation Department

- The Mayor Tree Education Initiative visited eight schools and worked with 972 students over the last two weeks. Fourth-grade students learned about the importance of trees, planted a tree on their school campus, and received a tree to plant at home.
- Breakfast with the Easter Bunny was held on April 5, and nearly 300 community members enjoyed the event!
- April 1 opened the “Fall” requests for both Crooked Creek Park and Chestnut Square Park from July until the end of the year. These will be open for approximately six weeks, and then staff will work to assign permits.

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 was unanimously approved during the April 15 Planning and Zoning Board meeting. The public hearing has been scheduled for the May 13 Town Council meeting.
- CZ 2024-0127 Indian Trail Corporate Park has submitted for conditional rezoning for a large light industrial project off Indian Trail Fairview Road. This project was unanimously approved during the April 15 Planning and Zoning Board meeting. The public hearing has been scheduled for the May 13 Town Council meeting.
- The property at 101 Indian Trail Road has begun repairs to the parking lot to comply with violation notices.
- Planning staff continue to spend a lot of time tracking various legislative bills being introduced that greatly impact planning and development. Staff will ask for action to be taken by the Town Council at their next regular meeting to oppose this legislation.

Engineering Department

- Indian Trail Road Complete Street Phase 1: NCDOT is reviewing the right-of-way acquisition submittals and the plans/contracts for construction authorization.
- 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 preparing the site for the roadway base structure.
- FY23/24 Resurfacing Contract: Staff paid the first invoice and are working toward finalizing the last invoice. The prime contractor is still waiting on subs to get quantities back to them.
- ARPA Stormwater Improvements Project Phase 2: The sewer relocation is complete, with testing beginning. The contractor will begin installing the first culvert this week. The Liberty Lane creek improvement has begun with riffle construction.
- Additional Items:
 - The resurfacing contractor is providing additional curb ramps and crosswalk striping in subdivisions where resurfacing has recently occurred.
 - Staff are still working with the Sagecroft Townhomes and Springshire Subdivision developers on the street acceptance process, as both have field items that need attention.
 - Staff are moving forward with recommending the Braeburn subdivision street acceptance at the first Town Council meeting in May.
 - Staff approved the developer’s performance bond for the Williams Pond subdivision.
 - Staff are processing the release of Ardmore Apartment’s performance bond.

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.
- Parks:
 - Staff are working to complete the last few project upgrades, including scoreboards and a new feature installation at Crooked Creek Park.
- Streets and Drainage:
 - Staff completed a sidewalk project.
 - Staff patched several potholes.
 - Staff completed a sign repair.
 - Street sweeping is ongoing when time permits between other daily tasks.
- Stormwater:
 - Staff conducted a blowout and pipe repair at Crooked Creek Park.
- 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
 - 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
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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