



MANAGER'S REPORT

June 6, 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, June 20.

Administration Department

- Staff prepared the agenda packet for the June 12 Town Council meeting.
- On May 29, Council Member Amburgey, Council Member Barber, the Assistant Town Manager, and the Communications Director attended a Union County Chamber ribbon cutting for Kimberli's Place Foundation.
- On June 4, Mayor Cohn, Council Member Alsobrooks, Council Member Buchaluk, the Town Manager, and the Communications Director attended a Union County Chamber ribbon cutting for TerraBella Indian Trail, a senior living community.
- On June 5, the Communications Director attended a free Social Media Summit hosted by Union County Public Communications. The training covered best practices, current trends, helpful tools, and how to make social media pages accessible.
- On May 29, the Town hosted "Stepping Up to Supervisor" training for supervisors, crew leaders, and employees who are interested in moving into leadership roles.
- A candidate accepted an offer for a Streets and Drainage position.
- Staff made two offers for Public Works positions, and they are still pending.
- Staff continue to recruit for Customer Service Representative, Tax Collector, Streets and Drainage Maintenance Technician, and Parks and Grounds Maintenance Technician positions.

Finance & Tax Departments

- Overall Collection is 99.66% (tax revenue budget: 104.45% collected and stormwater revenue budget: 100.55% collected)
- 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.
- 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.
- Staff are preparing for preliminary field work with the auditors for June 16-20.

Parks & Recreation Department

- The Town hosted a Memorial Day Ceremony in conjunction with the James B. Crump VFW Post 2423 and American Legion Post 458. This continues to be a positive relationship, and it is something the community responds well to on Memorial Day. We are exploring changing the format of the Veterans Day event to something more community event-related, potentially a bingo night where the funds raised would go toward veteran-related causes.
- Family Fun Day is coming up on Saturday, June 7! This is the largest event the Town hosts.
- All programs and events continue to be well attended and positively received within the community.
- Work continues on the Community Center.

Planning Department

- Exchange at Indian Trail is in the final phases of inspections for occupancy.
- A Light Industrial business on Smith Farm Road has submitted for review for a large expansion.
- Staff continue working to oppose HB 765.
- Planning and Engineering staff met with a national industrial developer with a current project in Indian Trail that is interested in the development of another site off the 74 Bypass.
- Town property off the 74 Bypass has completed annexation, rezoning, and lot consolidation.

Engineering Department

- Indian Trail Road Complete Street Phase 1: Staff are still working with third-party utility providers. NCDOT is reviewing the right-of-way acquisition submittal. Staff are working on addressing comments received from the plan sets and 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 continues to install the storm drainage infrastructure and is looking ahead to prepping the site for the roadway base structure.
- FY23/24 Resurfacing Contract: Staff are working with the contractor to get a few items fixed.
- ARPA Stormwater Improvements Project Phase 2: The contractor finished the Moss Cove culvert crossing and is working on finalizing the Liberty Lane channel improvements.
- Additional Items:
 - Staff are performing a traffic analysis in the Colton Ridge subdivision.
 - Staff are still working with NCDOT's maintenance department on a couple of stormwater matters.
 - A consultant was selected for the next Critical Intersection Program.
 - 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.
 - Staff are working with the stormwater fee assessment consultant to get final numbers to present at the June 18 Stormwater Advisory Committee meeting and then to Council at the June 24 meeting.

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 has been completed and is under final review. This will be mailed to all residents within the coming week.
- Parks:
 - Staff are working to complete the last few project upgrades, including scoreboards and a new feature at Crooked Creek Park.
 - Staff worked hard for the last two weeks to prepare Crooked Creek Park for Family Fun Day.
 - Staff removed two trees from the dog park that had fallen during one of the recent storms.
 - Staff began Splash Pad maintenance in full swing over the last few weeks.
 - Crews worked on the fitness pad repairs that have been on hold due to the recent weather.
 - A toilet was repaired after vandalism at Chestnut Square Park. The incident was reported to the Sheriff's Office.

Public Works Department Cont.

- Streets and Drainage:
 - Staff removed vegetation from the edge of the road on Pioneer Lane.
 - 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.
 - Two new digital message sign boards were delivered and are being used during some right-of-way maintenance operations to update motorists of mowing operations ahead.
- 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 mowed all outparcels over the last two weeks.
- 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.
 - Staff worked with the Finance Department to enter all end of the fiscal year purchase order requests.

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
Family Fun Day	June 7 2-9:30 p.m.	Crooked Creek Park
Juneteenth Celebration	June 13 6-9 p.m.	Crossing Paths Park

Stay Connected!

Check us out on social media and our website!

