



MANAGER'S REPORT

July 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 with an update on projects and other activities happening throughout the Town.

The next Manager's Report is scheduled for Friday, August 1.

Administration Department

- On July 15, the Communications Director and IT Administrator participated in a kick-off call with Ablr, the website accessibility company contracting with the Town. Over the next month, they'll perform manual and automated scans of our website to find the accessibility issues that need to be addressed. We will receive that report on Aug. 14. As part of this process, the Town will also undertake a website refresh/redesign with CivicPlus to ensure any accessibility issues on the hardcoded side of the website can be remedied.
- The Town hosted Facebook Live on July 17 with Heather Gardner, executive director of Union County Crisis Assistance Ministry.
- The town hosted Coffee with the Mayor on July 17. While it was a smaller crowd than usual, it was the first Coffee with the Mayor for three of the attendees.
- All the original 20 spots for the Citizens Academy have been filled. If someone would like to be added to the waitlist, they can apply at <https://bit.ly/ITCitizensAcademyApplication>.
- Damiani Perez accepted the offer for the Customer Service Representative position. He starts on July 21.
- An applicant accepted the offer for a Streets and Drainage Maintenance Technician position. Employment is pending based on a background check and drug test.
- An applicant accepted the offer for a Part-time Athletic Assistant position. Employment is pending based on a background check and drug test.
- Staff continue to recruit for Streets and Drainage positions and Right-of-Way Maintenance Technician positions.
- The new benefit enrollments began July 1. The HR Director is educating staff on the new benefits and new portals. The first payroll of the new fiscal year was completed with all new enrollments processed!

Finance & Tax Departments

- Staff are working on the year-end closing of FY 25. The auditors will be in Town Hall on Aug. 4-15 for fieldwork.
- Staff completed required reporting for NC SCIF funds, ARPA funds, and LG203 (cash and investments) to the appropriate agencies.
- Staff will post and distribute the banking RFP on Aug. 1.
- The Town Council approved the FY 26 budget on June 12. Staff are working on preparing the full budget book.
- 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.

Parks & Recreation Department

- Summer camps are in full swing and continue to receive positive reviews.
- Staff have begun planning for 2026. If there are any suggestions from the Mayor, Council, or the public, we welcome them at this time.
- Tickets for the community theatre performance of Aladdin Jr. are going quickly. The performances are at 1 p.m. and 5 p.m. this Saturday, July 19, at Sun Valley High School. Purchase tickets at <https://24636.recitalticketing.com/r/events/>.
- Parks and Recreation is reviewing its marketing strategy and the best way to communicate with the community.
- Work continues on the Community Center.
- Our senior program continues to grow. At a recent Wednesday program, we had 51 seniors participate in the large room.

Planning Department

- Annexation 173 & ZM 2025-0052 will be heard during the Aug. 12 Town Council meeting. This is a request to annex and assign an SF-1 zoning designation to develop 3.02 acres of land for single-family detached homes.
- Annexation 174 & ZM 2025-0042 will be heard during the Aug. 12 Town Council meeting and will remediate a split jurisdiction issue on four lots in Brandon Oaks.
- Indian Trail Corporate Park, a large light industrial project off Indian Trail Fairview Road, has submitted for site plan review.
- Chase Bank has applied for site plan review in the Sun Valley area.
- Staff are reviewing the Crooked Creek Park site plan modification for pickleball courts and picnic shelter.
- Code Enforcement opened minimum housing cases on several of the NCDOT properties along Old Monroe Road. NCDOT has removed several of the structures since that notice was delivered.

Engineering Department

- Indian Trail Road Complete Street Phase 1: Union County has approved the final design on the water/sewer plans and cost estimate.
- Chestnut Square Park Phase 2B: The project is on hold until the Community Center site analysis is completed.
- Chestnut Square Park New Access Road: Staff held the first progress meeting with the contractor. The preliminary survey is complete, and design has begun.
- Chestnut Parkway Phase 3: Old Monroe Road tie-in work will begin early next week. This work will be done at night on Monday and Tuesday. Paving of the Parkway will start after this work is completed.
- FY23/24 Resurfacing Contract: The project is closed out.
- ARPA Stormwater Improvements Project Phase 2: The contractor completed the work, and a final walkthrough is scheduled for Monday, July 21. The contract will stay open so the contractor can replant the slopes in September.
- Bow Brook Trail and Pioneer Lane Culvert Replacement Project: Staff have a couple easement acquisitions to finalize and are still planning to advertise the project in August.
- Pickleball Courts at Crooked Creek Park: Staff issued the Notice to Proceed date to the contractor, which is July 21, 2025.
- Additional Items:
 - Staff have completed the traffic analysis in the Colton Ridge subdivision and are evaluating the data.
 - Staff issued bond releases for Braeburn.
 - Staff are still actively reviewing fiber company encroachment installation plans throughout the Town limits. Currently, the Town has three fiber companies doing installs (Ripple, Gigapower, and Windstream)
 - Staff are actively approving housing C/O's.

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.
- Parks:
 - Staff are working to complete larger projects at the parks, including adding additional power for the scoreboards, an overhaul to the sand volleyball courts, batting cage upgrades and repairs, installing additional park features, and adding additional conduit for upgraded fiber installation that will add internet and cameras to more areas of Crooked Creek Park.

Public Works Department - Cont.

- Staff completed a large windscreen repair at Crooked Creek Park.
- Staff completed ongoing maintenance and daily field preparation.
- Staff completed a repair at the dog park.
- Staff completed irrigation repairs.
- Staff repaired several sidewalks that posed tripping hazards.
- Staff repaired a baby changing station what was damaged by vandalism.
- Streets and Drainage:
 - Staff assisted the Sheriff’s Office with several road closures.
- Stormwater
 - Staff completed a stormwater project along Second Avenue.
- Right-of-Way:
 - Staff continue mowing and litter collection along several NCDOT and Town-maintained roadways.
- 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 performed vehicle and equipment maintenance on several pieces of equipment.
 - Staff completed maintenance at the Veterans Memorial Garden.
- Other
 - Upon the adoption of the ADA Transition Plan, staff have begun adding additional projects to the work order system.
 - Staff are going through training on a new program to assist in forecasting upcoming capital needs as it relates to our facilities and parks.
 - An Emergency Operations Plan is underway and will be presented at an upcoming Town Council meeting.

American Rescue Plan Act (ARPA)

- The final stormwater project related to ARPA funds is underway.

Upcoming Events

Events	Day/Time	Location
National Night Out	August 5 6-9 p.m.	Chestnut Square Park

Stay Connected!

Check us out on social media and our website!

