



BOARD OF ALDERMEN

Monday, October 12, 2026 at 6:00 PM

Landis Board Room

AGENDA

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

- 1.1 Call Meeting to Order
- 1.2 Welcome
- 1.3 Moment of Silence and Pledge of Allegiance
- 1.4 Adoption of Agenda

2. CONSENT AGENDA:

All items below are considered to be routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless an Aldermen member so requests, in which event, the item will be removed from the Consent Agenda and placed in the appropriate corresponding Agenda Section to then be considered.

REQUESTED ACTION: Motion to Approve Consent Agenda as presented

- 2.1 **Consider Approval of Regular Scheduled Meeting Minutes
September 10, 2026**
- 2.2 **Consider Approval of Contract Renewal for MYgroup Employee
Assistance Program (EAP) in the Amount of \$2,000
Dollars Annually for a Term of Fifty-Nine (59) Months**

Submitted By: Madison Stegall, HR Director

Details: MYgroup Employee Assistance Program (EAP) provides confidential, no-cost support to employees and their household family members, including 24/7/365 counseling, legal and financial services, mediation, identity theft assistance, peer support, and online wellness resources. The Town has received great support and service from

MYgroup in the past and would like to continue utilizing their services for employees.

Recommended Action: Motion to Approve MYgroup Employee Assistance Program (EAP) Contract for \$2,000 Dollars Annually for a Term of Fifty-Nine (59) Months.

2.3 **Consider Approval of 2026 Longevity Pay for Full-Time Employees**

Submitted By: Madison Stegall, HR Director

Details: The 2026 Longevity Pay for Full-Time employees will be administered in accordance with Article III, Section 16 of the Town of Landis Personnel Policy, as amended on December 13, 2021 (Longevity Pay Amendment). The 2026 Longevity Pay has been fully budgeted and will not require a budget amendment.

Years of service will be determined as of November 30, 2026, with longevity pay calculated according to the following schedule: 1-4 Years of Service \$300 Dollars, 5-9 Years of Service \$500 Dollars, 10-14 Years of Service \$750 Dollars, 15+ Years of Service \$1,000 Dollars.

Recommended Action: Motion to Approve Payment of 2026 Longevity Pay for Full-Time Employees in Accordance with Article III, Section 16 of the Town of Landis Personnel Policy.

2.4 **Consider Approval of the Capital Project Ordinance (Ordinance # 2026-10-12-01) for the Electric 12KV Linework Distribution Project (Project # 27-176)**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: This Capital Project Ordinance authorizes the transfer of funds from the Electric Enterprise Fund to the Electric 12KV Linework Distribution Fund for the construction of of electric distribution lines and associated line work along Town Street and N. Main Street, including the Mount Moriah Apartments tie-in to the new substation located at the Public Works Maintenance Facility.

Recommended Action: Motion to Approve the Capital Project Ordinance (Ordinance # 2026-10-12-01) for the Electric 12KV Linework Distribution Project. (Project # 27-176)

2.5 **Consider Approval of Budget Amendment #27-10 to Reallocate Funding from the Electric Enterprise Fund to the Electric Linework Distribution Capital Project Fund (Project #27-176)**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: This Budget Amendment is to reallocate funds from the Electric Enterprise Fund to the Electric Linework Distribution Capital Project

Fund (Project #27-176) for the construction of electric distribution lines and associated line work along Town Street and N. Main Street, including the Mount Moriah Apartments tie-in to the new substation located at the Public Works Maintenance Facility.

Recommended Action: Motion to Approve Budget Amendment #27-10 to Reallocate Funding from the Electric Enterprise Fund to the Electric Linework Distribution Capital Project Fund (Project #27-176)

3. PUBLIC HEARINGS:

- 3.1 **Consider Approval of Voluntary Annexation Petition for Non-Contiguous Property - 0 Dial Street - (Rowan County Parcel ID: 133A095) and Corresponding Ordinances #ANNEX-2026-10-12-01 and #ZMA-2026-10-12-01 - Single Family Residential - 2 (SFR-2)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation - #ANNEX-2026-10-12-01 - for Non-Contiguous Property - 0 Dial Street - (Rowan County Parcel ID: 133A095) and Corresponding Zoning Map Amendment #ZMA-2026-10-12-01 - Single Family Residential -2 (SFR-2) Zoning.

Recommended Action: Motion to Approve Ordinance # ANNEX-2026-10-12-01 for the Annexation of Property - (Rowan County Parcel ID: 133A095) and Corresponding Ordinance #ZMA-2026-10-12-01 to Amend the Official Zoning Map of the Landis Development Ordinance to Single Family Residential - 2 (SFR-2).

- 3.2 **Consider Approval of Voluntary Annexation Petition for Non-Contiguous Property - 1265 Dial Street (Rowan County Parcel ID: 133A197) and Corresponding Ordinances #ANNEX-2026-10-12-02 and #ZMA-2026-10-12-02 - Single Family Residential -2 - (SFR-2)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation - #ANNEX-2026-10-12-02 - for Non-Contiguous Property - 1265 Dial Street (Rowan County Parcel ID: 133A197) - and Corresponding Zoning Map Amendment #ZMA-2026-10-12-02 - Single Family Residential - 2 - (SFR-2)

Recommended Action: Motion to Approve Ordinance # ANNEX-2026-10-12-02 for the Annexation of Property - 1265 Dial Street (Rowan County Parcel ID: 133A197) and Corresponding Ordinance #ZMA-2026-10-12-02 to Amend the Official Zoning Map of the Landis Development Ordinance to Single Family Residential - 2 (SFR-2).

- 3.3 **Consider Approval of Voluntary Annexation Petition for Non-Contiguous Property - 1160 Coldwater Street (Rowan County Parcel ID: 133A209) and Corresponding Ordinances #ANNEX-2026-10-12-03 and #ZMA-2026-10-12-03 - Single Family Residential -2 - (SFR-2)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation - #ANNEX-2026-10-12-03 - for Non-Contiguous Property - 1160 Coldwater Street (Rowan County Parcel ID: 133A209) - and Corresponding Zoning Map Amendment #ZMA-2026-10-12-03 - Single Family Residential - 2 - (SFR-2)

Recommended Action: Motion to Approve Ordinance # ANNEX-2026-10-12-03 for the Annexation of Property - 1160 Coldwater Street (Rowan County Parcel ID: 133A209) and Corresponding Ordinance #ZMA-2026-10-12-03 to Amend the Official Zoning Map of the Landis Development Ordinance to Single Family Residential - 2 (SFR-2).

4. PRESENTATIONS:

4.1 Ryder (Kathy) Caskey, FT Parks & Recreation Attendant (Promotion)

Submitted By: Jessica St. Martin, Parks and Recreation Director

Details: Ryder has been promoted to Full-Time Parks & Recreation Attendant. In this role, she will provide customer service and assist with daily operations at Town recreational facilities, including the Landis Pool and Lake Corriher Wilderness Park. Ryder brings previous customer service and hospitality experience to her new position and looks forward to expanding her career in Parks and Recreation through gaining experience in events, facility maintenance, and recreation planning.

4.2 Winter Honeycutt, FT Parks & Recreation Attendant (Promotion)

Submitted By: Jessica St. Martin, Parks and Recreation Director

Details: Winter has been promoted to Full-Time Parks & Recreation Attendant after serving the Town part-time for the past year and a half. In this role, she will provide customer service and assist with daily operations at Town recreational facilities, including the Landis Pool and Lake Corriher Wilderness Park. During her time with the department, Winter has gained experience in several areas, including the Park Office, Landis Pool, and Town events, and looks forward to continuing to expand her knowledge and experience in Parks and Recreation.

4.3 Ashton Cunningham – Meter Technician (Promotion)

Submitted By: Sean Taggart, Public Works Director

Details: Ashton has been promoted to Meter Technician after serving the Town as a Street Services Technician for just over a year. In his new role, he will maintain and service the Town's water and electric meters, including monitoring meter performance, obtaining readings, testing and replacing meters, and assisting with utility locates. Ashton looks forward

to continuing to expand his knowledge and experience within Public Works.

4.4 **Christopher Loflin, Street Technician**

Submitted By: Sean Taggart, Public Works Director

Details: Christopher recently joined the Town of Landis as a Street Technician in the Public Works Department. In this role, he will assist with the daily maintenance and upkeep of the Town's streets, sidewalks, and other public areas, including trash and debris collection, mowing, leaf removal, storm drain maintenance, operating equipment, and assisting with street clearing during inclement weather. Christopher brings 10 years of customer service experience and a strong background in working with and assisting the public. We are pleased to welcome Christopher to the Town of Landis team.

4.5 **Zeke Porter, Street Technician**

Submitted By: Sean Taggart, Public Works Director

Details: Zeke recently joined the Town of Landis as a Street Technician in the Public Works Department. In this role, he will assist with the daily maintenance and upkeep of the Town's streets, sidewalks, and other public areas, including trash and debris collection, mowing, leaf removal, storm drain maintenance, operating equipment, and assisting with street clearing during inclement weather. Zeke brings 3.5 years of experience serving in the U.S. Army, where he gained valuable experience in teamwork, responsibility, and working in a structured environment. We are pleased to welcome Zeke to the Town of Landis team.

4.6 **Ricky Funderburk, Electric Systems Superintendent/Safety Officer**

Submitted By: Sean Taggart, Public Works Director

Details: Ricky brings nearly 20 years of experience in electric line work and previously served in the United States Marine Corps. In his role as Electric Systems Superintendent/Safety Officer, he oversees the operation, maintenance, and repair of the Town's electrical distribution system, supervises field crews and electrical projects, and oversees employee safety and training for the Electric Department.

4.7 **Glenn Hiatt, Class C Lineman**

Submitted By: Sean Taggart, Public Works Director

Details: Glenn is a graduate of the Electrical Lineworker Program at Forsyth Technical Community College and joins the Town as a Class C Lineman. In this role, he will assist with the installation, maintenance,

and repair of the Town's electrical distribution system while continuing to develop his skills and knowledge in electric utility operations.

4.8 **Kelsey Davidson, Customer Service Specialist**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: Kelsey recently joined the Town of Landis as a Customer Service Specialist. In this role, she will assist with customer service and utility billing operations, including processing payments, maintaining customer accounts, assisting residents with billing and service needs, and coordinating service requests. Kelsey holds an Associate Degree in Business Administration and brings previous experience in finance and administrative operations.

4.9 **Swearing in of Landis Police Chief (Shawn Hill)**

5. **CITIZEN COMMENTS:**

All citizen comments are limited to 3 minutes.

5.1 Citizens' Comments

6. **ORDINANCES/RESOLUTIONS:**

6.1 **Consider Approval of Resolution #2026-10-12-02 Setting a Public Hearing for a Voluntary Annexation Petition for Non - Contiguous Property - 801 N. Chapel Street - (Rowan County Parcel ID: 163 064) and Corresponding Resolution #2026-10-12-01 Directing the Town Clerk to Investigate the Petition and the Corresponding Zoning Request for Residential Main Street Transition (RMST)**

Submitted by: Phil Collins, Planning Director

Details: Consider Voluntary Annexation for Non Contiguous Property - 801 N. Chapel Street (Rowan County Parcel ID: 163 064) and Zoning Residential Main Street Transition (RMST)

Recommended Action: Motion to Adopt Resolution #2026-10-12-02 Setting a Public Hearing for November 5, 2026, regarding the voluntary annexation petition for non contiguous property located at 801 N. Chapel Street (Rowan County Parcel ID 163 064) and the corresponding zoning request for Residential Main Street Transition (RMST), and to Adopt Resolution #2026-10-12-01 directing the Town Clerk to investigate the sufficiency of the petition.

6.2 **Consider Adoption of Resolution #2026-10-12-03 Setting a Public Hearing for Adoption of Ordinance # 2026-11-05-01 to Close and Vacate the Property of 702 Dial Street (Rowan County Parcel ID: 133A266) (Project #27-193)**

Submitted By: Shawn Hill, Police Chief

Details: The Town of Landis Code Enforcement Officer conducted an inspection of the residential structure located at 702 Dial Street, Landis, NC, identified as Rowan County Parcel ID: 133A266, and determined that the structure was unfit for human habitation and in violation of the Town's Minimum Housing ordinances. A Notice of Violation was issued, followed by subsequent inspections and efforts to contact the property owner. On April 8, 2026, the Code Enforcement Officer issued an Order requiring the residential structure to be repaired or demolished within 30 days. The property owner has failed to timely comply with the Order.

The proposed ordinance authorizes the Town of Landis Code Enforcement Officer, pursuant to the Town's Minimum Housing ordinances and G.S. § 160D-1203, to proceed with enforcement action to cause the residential structure to be repaired, vacated and closed, or removed or demolished as provided in the original Order.

Recommended Action: Motion to Adopt Resolution #2026-10-12-03 to Set a Public Hearing on November 5, 2026 for Adoption of Ordinance #2026-11-05-01

7. CONSIDERATIONS:

7.1 Consider Approval to Accept the Donation of Property Located at 200 S. Central Avenue

Submitted By: Michael D. Ambrose, Town Manager

Details: The Town of Landis has been offered the donation of property located at 200 S. Central Avenue, Landis, NC. The property consists of approximately 0.01 acres. The Board is being asked to consider accepting the donation of the property and authorizing the necessary actions and documentation to complete the transfer of ownership to the Town of Landis.

Recommended Action: Motion to Approve the Acceptance of the Donation of the Property Located at 200 S. Central Avenue and Authorize the Town Manager to Execute Any Necessary Documents Associated with the Transfer of the Property to the Town of Landis.

7.2 Consider the Discussion of the Lake Warrior Bridge Project (Project #26-147)

Submitted By: Michael D. Ambrose, Town Manager

Details: The Lake Warrior Bridge Project was advertised on the Town website and the Salisbury Post for bids on three separate occasions. During the first and second rounds of bidding, the Town received no bids. During the third round of bidding, Carolina Siteworks, Inc. submitted a bid in the total amount of \$231,700 dollars. The bid includes Bridge Deck Replacement in the amount of \$136,956.41 dollars;

Painting and Sandblasting in the amount of \$ 89,743.59 dollars; and an Engineering Contingency in the amount of \$5,000 dollars.

7.3 **Consider Approval to Lower the Reserve Amount for Previously Approved Surplus 2006 Ford F-250 (Truck #61) (Project #26-166)**

Submitted By: Shawn Hill, Police Chief

Details: The 2006 Ford F-250 (Truck #61) was previously approved by the Board of Aldermen to be declared surplus. The vehicle currently has approximately 190,000 miles and 5,732 engine hours and has significant mechanical and body issues, with estimated repair costs of at least \$20,000. Truck #61 has been offered through three rounds of auctions, with the highest bid received to date being \$1,175. Due to the vehicle's condition, significant estimated repair costs, and results of the previous auction attempts, staff recommends lowering the previously approved reserve amount to \$3,000 to assist with the sale of the vehicle.

Recommended Action: Motion to Lower the Reserve Amount for the Previously Approved Surplus 2006 Ford F-250 (Truck #61) to \$3,000. (Project #26-166)

7.4 **Consider Approval to Lower the Reserve Amount for Previously Approved Surplus 2011 Ford F-150 (Truck #33) (Project #26-166)**

Submitted By: Shawn Hill, Chief of Police

Details: The 2011 Ford F-150 (Truck #33) was previously approved by the Board of Aldermen to be declared surplus. The vehicle currently has approximately 190,000 miles and requires significant mechanical and structural repairs, including engine replacement, transmission replacement, four-wheel-drive system repairs, catalytic converter and exhaust system replacement, front suspension rebuild, steering component replacement, and ring and pinion gear replacement. The vehicle also has substantial rust along the frame rails, extensive interior wear, and exterior body damage. Estimated repair costs are between \$25,000 Dollars and \$30,000 Dollars. Truck #33 has been offered through three rounds of auctions, with the highest bid received to date being \$1,655 Dollars. Due to the vehicle's condition, significant estimated repair costs, and results of the previous auction attempts, staff recommends lowering the previously approved reserve amount to \$2,000 Dollars to assist with the sale of the vehicle.

Recommended Action: Motion to Lower the Reserve Amount for the Previously Approved Surplus 2011 Ford F-150 (Truck #33) to \$2,000 Dollars. (Project #26-166)

7.5 **Consider the Discussion of the Results of Speed Data Collected within The Oaks of Landis Subdivision**

Submitted By: Shawn Hill, Chief of Police

Details: The Town has continued to monitor vehicle speeds and traffic patterns within The Oaks of Landis Subdivision in response to speeding concerns. The radar speed trailer was placed within the subdivision from August 25, 2026 through September 1, 2026. Data collected while the radar speed trailer was in place showed an average speed of 19.27 MPH, a maximum recorded speed of 39 MPH, and peak traffic times of 7:00 AM and 4:00 PM.

Additional speed data was collected without the radar speed trailer present to provide a comparison of normal driving behavior when motorists were not receiving a visible speed warning. During the monitoring period of June 29, 2026 through July 6, 2026, a total of 2,575 vehicles were recorded. The average speed was 23.11 MPH, the 85th percentile speed was 27 MPH, and the maximum recorded speed was 40 MPH.

7.6 **Consider Approval to Purchase a Circul-Air PPE Express Drying Cabinet for the Fire Department Through the NC League of Municipalities Worker's Compensation 50% Match Grant Funds (Project #27-191)**

Submitted By: Jason Smith, Fire Chief

Details: The Fire Department has been approved for assistance through the North Carolina League of Municipalities (NCLM) Worker's Compensation Safety Grant Program for the purchase of a new Circul-Air PPE Express Drying Cabinet. The grant will reimburse 50% of the purchase price and shipping costs, excluding sales tax. The Fire Department recently purchased a PPE washing machine to ensure that soiled personal protective equipment is properly cleaned to remove cancer-causing and biological contaminants. The addition of a commercial-grade PPE drying cabinet will complement the washing machine by ensuring that protective gear is properly dried following cleaning, helping maintain the cleanliness and integrity of the gear while extending its useful lifespan.

The cost of the PPE drying cabinet is \$5,735. dollars, with \$700.dollars in shipping costs and \$450.45 dollars in sales tax, for a total purchase cost of \$6,885.45 dollars. NCLM will provide a 50% reimbursement of the purchase price and shipping costs, totaling \$3,217.50 dollars. The Town's remaining cost after reimbursement will be \$3,667.95 dollars. The Fire Department has sufficient funds available within its equipment budget line to make the purchase. The Town will be required to pay the full \$6,885.45 dollars upfront and submit the purchase receipt to NCLM for reimbursement of \$3,217.50 dollars.

Recommended Action: Motion to Approve the Purchase of a Circul-Air PPE Express Drying Cabinet for the Fire Department in the Amount of \$6,885.45 dollars, with \$3,217.50 dollars to be Reimbursed Through the NC League of Municipalities Worker's Compensation Safety Grant,

Resulting in a Net Cost to the Town of \$3,667.95 dollars. (Project #27-191)

7.7 **Consider Approval of Budget Amendment #27-7 to Receive and Appropriate NCLM Workers' Compensation Safety 50% Match Grant Funds for the Purchase of a Circul Air PPE Express Drying Cabinet**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: This Budget Amendment is to receive and appropriate NCLM Workers' Compensation Safety Grant Funds awarded to the Fire Department for the purchase of a Circul Air PPE Express Drying Cabinet.

Recommended Action: Motion to Approve Budget Amendment #27-7 to Receive and Appropriate NCLM Workers' Compensation Safety 50% Match Grant Funds for the Purchase of a Circul Air PPE Express Drying Cabinet.

7.8 **Consider Recommendation from Planning Board to Approve Proposal from Centralina to Update the LDO in the Amount of \$48,750 Dollars (Project #27-192)**

Submitted by: Phil Collins, Planning Director

Details: Full Review and Rewrite of the existing LDO, engagement with stakeholders and the public, and coordination with the Planning Board, which will serve as the project steering committee. The Project Objectives Include: Improve Clarity, Organization, and Usability of the Ordinance. Ensure Consistency with the Town's Adopted Land Use Plan and Policy Framework. Address issues and barriers in the current Ordinance identified by staff and decision-makers. Modernize standards and Procedures to reflect best practices. Enhance transparency and usability for residents, applicants, and the development community. Provide implementation tools that support efficient and consistent decision making. The proposed budget assumes a 12 -15 month process and a total not-to-exceed \$48,750 dollars.

Recommended Action: Motion to Approve Proposal from Centralina to Complete the Full Review and Rewrite of the existing LDO in the Amount of \$48,750 Dollars (Project #27-192).

7.9 **Consider Approval of Budget Amendment #27-8 to Reallocate Funds to Professional Services to Support the Landis Development Ordinance Update (Project #27-192)**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: This Budget Amendment is to Reallocate Funds to Professional Services to Support the Landis Development Ordinance Update (Project #27-192)

Recommended Action: Motion to Approve Budget Amendment #27-8 to Reallocate Funds to Professional Services to Support the Landis Development Ordinance Update (Project #27-192)

7.10 **Consider Approval of Budget Amendment #27-9 to Reallocate FY26 Funds Associated with the Previously Approved Change Order (CO #25-18-01) for Lee Electrical Construction to Fund the 12kV Conversion Project (Project #25-18)**

Submitted By: Ashley Burn, Deputy Finance Officer

Details: This Budget Amendment is to reallocate FY26 funds associated with the previously approved Change Order (CO #25-18-01) for Lee Electrical Construction to fund the 12kV Conversion Project. These funds are reimbursed by the North Carolina Department of Transportation (NCDOT). (Project #25-18)

Recommended Action: Motion to Approve Budget Amendment #27-9 Reallocate FY26 Funds Associated with the Previously Approved Change Order (CO #25-18-01) for Lee Electrical Construction to Fund the 12kV Conversion Project (Project #25-18)

7.11 **Consider Approval of Awarding Water and Sewer Rate Study to Centralina Regional Council in the Amount of \$19,500 Dollars (Project #27-194)**

Submitted By: Michael D. Ambrose, Town Manager

Details: Centralina Regional Council will provide professional technical assistance to conduct a comprehensive Water and Sewer Rate Study for the Town of Landis. The study will evaluate the Town's current water and sewer rates and fees, operational costs, capital improvement program obligations, and debt service. The study will also include rate and fee structure evaluations, rate adjustment scenarios, customer impact and affordability analysis, and regional benchmarking to assist the Town in developing a resilient and equitable rate structure.

Recommended Action: Motion to Award Centralina Regional Council the Water and Sewer Rate Study in the Amount of \$19,500 Dollars. (Project #27-194)

7.12 **Consider Discussion of Budget Amendment for Wingspan Training and Education**

Submitted By: Meredith Bare Smith, Mayor

Details: A proposed Budget Amendment regarding the Wingspan training and education.

7.13 **Consider Discussion of the Kimball Road Multimodal Demonstration Project**

Submitted By: Michael D. Ambrose, Town Manager

Details: The proposed improvements along Kimball Road from Patterson Street to Main Street include sidewalks, bike lanes, pedestrian crossings, traffic calming measures, warning signage, and other pedestrian and bicycle safety improvements.

7.14 **Consider Discussion of the Board of Aldermen Rules of Procedure**

Submitted By: Tori Martin, Town Clerk

Details: The proposed Board of Aldermen Rules of Procedure have been prepared for the Board's review and consideration. The document is intended to establish formal procedures and guidelines for the conduct of Board meetings and other matters related to Board operations. The proposed Rules of Procedure provide guidance regarding meeting procedures, the order of business, motions, voting, public participation, and other procedural matters to promote consistency and efficiency in conducting Town business. The Board will have the opportunity to review and discuss the proposed rules, provide feedback, request changes or clarification, and provide direction regarding any revisions prior to bringing the document forward for formal adoption.

8. REPORTS:

8.1 **Code Enforcement Report** (Included in The Board Packet)

8.2 **Fire Department Report** (Included in The Board Packet)

8.3 **Fleet Report** (Included in The Board Packet)

8.4 **Parks and Recreation Report** (Included in The Board Packet)

8.5 **Planning Department Reports** (Included in The Board Packet)

8.6 **Police Department Report** (Included in The Board Packet)

8.7 **Public Works Report** (Included in The Board Packet)

9. REPORTS:

9.1 **Financial Report** (Included in the Board packet)

9.2 **Town Manager Report** (Included in the Board packet)

10. UPCOMING EVENTS:

10.1 **Upcoming Events** (Included in the Board packet)

11. CLOSING:

11.1 **Board Comments**

11.2 **Motion to Adjourn**