



BOARD OF ALDERMAN

Monday, May 13, 2024 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 Work Session meeting Minutes from April 4, 2024, Regular Scheduled Meeting Minutes from April 8, 2024, and Budget Retreat #2 Minutes from April 18, 2024
- [2.2](#) Consider Approval of FY25 Martin Starnes Audit Contract
- [2.3](#) Consider Approval of Budget Amendment #21
- [2.4](#) Consider Approval for Fire Department to Apply for Leary Fire Grant
- [2.5](#) Consider Approval for Fire Department to Apply for Sinise Fire Grant
- [2.6](#) Consider Approval of NCMPA 1 BOC Appointment of Blake Abernathy
- [2.7](#) Consider Approval of No Smoking Policy

3. PRESENTATIONS:

[3.1](#) Swearing In of Landis Police Sergeant (Michael Watts)

[3.2](#) Swearing In of Landis Police Officer (Nathaniel Benfield)

4. ORDINANCES/RESOLUTIONS:

[4.1](#) Consider Approval of Annexation Initiation for Keller Property on Mt. Moriah Church Road

5. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

5.1 Citizens' Comments

6. CONSIDERATIONS:

[6.1](#) Consider Appointing Glenn Corriher as a Member of the Town of Landis Planning Board and Board of Adjustment

[6.2](#) Consider Approval of YMCA Pool Contract

[6.3](#) Consider Approval of the Surplus of Fire Apparatus 581

[6.4](#) Consider Approval of Donation of \$1,500 to Crime Stoppers of Rowan County

[6.5](#) Consider Presentation of FY25 Budget

7. REPORTS:

[7.1](#) Departmental Reports (Included in the Board packet)

[7.2](#) Financial Report (Included in the Board packet)

[7.3](#) Town Manager Report (Included in the Board packet)

8. UPCOMING EVENTS:

[8.1](#) Upcoming Events (Included in Board Packet)

9. CLOSING:

9.1 Board Comments

9.2 Motion to Adjourn



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Madison Stegall, Town Clerk

ITEM TYPE: Meeting Minutes

AGENDA SECTION: Minutes

SUBJECT: **Consider Approval of Work Session Meeting Minutes from April 4, 2024, Regular Scheduled Meeting Minutes from April 8, 2024, and Budget Retreat #2 Meeting Minutes from April 18, 2024.**

DETAILS:



WORK SESSION

Thursday, April 04, 2024 at 5:30 PM
Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

Present: Mayor Meredith Bare Smith, Alderman Tony Corriher, Alderman Darrell Overcash, Mayor Pro-Tem Ashley Stewart, Alderman Ryan Nelms arrived at 5:35 PM

Staff Present: Town Manager Michael Ambrose, Human Resources Director/Town Clerk Madison Stegall, Finance Director Jeneen McMillen, Deputy Town Clerk Angie Sands, Town Attorney Rick Locklear, Planning, Zoning Subdivision Administrator Rick Flowe, Parks, and Recreation Director Jessica StMartin, Public Works Director Joe Halyburton, Police Chief Geelen, Fire Chief Smith, Lead Fellow Robert Shinn

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Smith called the meeting to order at 5:33 PM

1.2 Welcome

Mayor Smith welcomed those in attendance.

1.3 Adoption of Agenda

ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED.

Moved by Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Darrell Overcash, Ryan Nelms

2. CONSIDERATIONS:

2.1 Consider Discussion of the Agenda Packet for the April 8, 2024, Regular Scheduled Meeting in Order to Provide Opportunities for Board Members to Study Issues, Gather and Analyze Information, and Clarify Direction for Staff

4/8/24 Agenda Items Discussed: (The Agenda for 4/8/24 was discussed sequentially, only the items that were deliberated will be mentioned below.)

3. PUBLIC HEARINGS:

3.1 Consider Legislative Hearing for Zoning Map Amendment (Irish Creek Phase 2)

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of the Legislative Hearing for Zoning Map Amendment (Irish Creek Phase 2). Shea Homes has asked to go from MU1 to SFR3, which will lower density. This is a down zoning. Mayor Smith asked if there was a way to get to the Connor Track through Irish Creek. Planning, Zoning, & Subdivision Administrator Flowe explained that it was all part of the project. Mayor Pro-Tem Ashley Stewart asked if this development was bleeding into Kannapolis as well. Mr. Flowe answered yes Irish Creek would go into Kannapolis. Mr. Flowe said that Landis will have the larger homes, less density, and Kannapolis will have the smaller homes higher density. Mayor Pro-Tem Ashley Stewart asked if the Council of Kannapolis had approved anything yet. Mr. Flowe answered that he could not speak for them, but that the Kannapolis side is negotiating their design standards. Landis has design standards already structured in the Land Development Ordinance. The Board discussed amongst themselves the Lenar project. Planning, Zoning, & Subdivision Administrator Flowe did mention to the Board that the Planning Board unanimously voted for this zoning amendment and recommended it to the Board of Aldermen for approval.

3.2 Consider Legislative hearing for Conditional Zoning Map Amendment of Property Known as 1275/1285 Mt. Moriah Church Rd

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of the Legislative Hearing for Conditional Zoning Map Amendment of Property Known as 1275/1285 Mt. Moriah Church Rd. Mr. Flowe explained that a company in California purchased the property and now want to divide the duplexes that are already there into individual condo units and sell them to local owners. The company would like to build some townhomes to Town of Landis standards in the rear of the property. This property abuts the Apartment Project. The Planning Board unanimously recommends this zoning change. Alderman Nelms asked if the Town would require connectivity to the apartments. Planning, Zoning, & Subdivision Administrator Flowe explained that the site plan for the apartments had already been approved, and the new development would have to stub out to it. Staff have been communicating with the parties to get them to work together and possibly look at making that connection, which would change the pattern. The LDO requires it to come over to the property line, so it can be connected. Staff wanted to introduce the parties since neither project has started construction. It would be an ideal time to tie it together. That could possibly help everybody out with utilities and everything else as well. Alderman Nelms asked why MU1 was suggested? Mr. Flowe answered it would be limited to just residential. Mayor Smith asked if the project backs up to Public Works. Mr. Flowe said yes it does. No further discussion was made.

3.3 Consider Legislative Hearing for Development Agreement for Landis85.

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of the Development Agreement for Landis85. The property owner has received a Tax Incentive Grant which means that a 90% increment will be rebated to the property owner until it offsets up to a certain point on the infrastructure of \$1.55 million. Town Manager Michael Ambrose stated that the plan is to have building 1 completed by April 2025. The property owners will have to pay their taxes first before they get any incentive. Their part will be due in January, and the Town will be paid in May.

Mr. Flowe explained to the Board that the Hearing Notice procedure for Development Agreements, by general statute, is required to follow the same notice procedure as a zoning map agreement, or what staff call a rezoning. This means that staff mailed out letters to the surrounding property owner's, posted signs and advertised in the newspaper. That generates a lot of interest from the surrounding property owners, and the most common concern is it looks like rezoning when it's not. Staff have received some questions asking

when this land was rezoned. Staff went back 15 years, which is more than 10 years before the LDO was adopted and pointed that information out to the concerned property owners.

Mayor Smith asked Lead Fellow Robert Shinn what the concerns were and was it from the citizens on Bostian Road. Lead Fellow Robert Shinn answered that most of the concerns were from the Timber Ridge neighborhood, and it was the misunderstanding that this is a rezoning.

Mr. Shinn added that he believed that the citizens felt like they were not notified of the rezoning. Mayor Smith said that they may not have even lived there in 2009.

Alderman Darrell Overcash asked Mr. Flowe if this was the first letter the surrounding property owners had received. Mr. Flowe answered that concerning this part of the project yes because the property was already zoned industrial.

5. CONSIDERATIONS:

5.1 Consider Approval of New Equipment for the Small Bucket Truck

Town Manager Michael Ambrose gave a brief overview of the quotes for the equipment for the bucket truck. Staff are recommending Safety Test at \$27,783.67.

Public Works Director Joe Halyburton explained to the Board that this was everything needed to do linework. Mayor Pro-Tem Ashley Stewart asked if they use the truck every day. Public Works Director Halyburton answered yes. Mayor Pro-Tem Ashley Stewart asked if the items listed were ready to ship out. Public Works Director Halyburton answered yes.

5.3 Consider Approval of Receiving the Cannon Foundation Grant Funds for the Use of Purchasing a New Fire Safety House Inflatable

Fire Chief Jason Smith gave a brief overview of the Inflatable Fire Safety House. Chief Smith talked about the ease of storage and transport; maintenance is minimal.

Town Manager Michael Ambrose gave a brief overview of the Grant and how it is 100% financed with that grant. There is a Grant Ordinance that came from finance to be able to make a budget amendment to increase our budget to allow these funds to hit our bank account. This will allow for revenue to be received in our account and raise the budget for staff to purchase the Fire House with those funds.

The Board discussed amongst themselves the different options for the Inflatable Fire House that were shown in the packet. Alderman Nelms asked if there is a difference in the light weight and the 8oz. Chief Smith replied it's just a thicker material. Mayor Smith asked if Chief Smith could get some more information about the 8oz material for Monday's meeting. Alderman Overcash asked if he could also get information on patching the Inflatable Fire House if something was to happen.

5.4 Consider Purchase of New Fire Apparatus

Town Manager Michael Ambrose gave a brief overview of the process to purchase a new fire truck and explained that it had been placed out for bid in accordance with Town policy and state standards. Staff have received 5 quotes and a no bid.

Chief Smith recommends Safe Industries KME GSO 11646 \$724,330. Chief Smith stated that for the money we are getting a lot of truck. Town Manager Michael Ambrose added that the truck comes equipped with a lower hose bed, 2000-gallon pump, 1000-gallon water tank, Spartan FC94 chassis which is top of the line. Finance Director Jeneen McMillen gave a brief overview of financing that is available. She recommends going with Community Leasing for 5 years with 5.64% interest rate, \$400,000 down with the first payment being 1 year after financing at \$77,509 which would be due between August and October 2025. Town Manager Michael Ambrose stated that if approved we should receive the truck October 2024. The \$400,000 down payment would come from ARPA funds.

Mayor Smith asked if staff were sure we could get this truck this October. Chief Smith answered yes, and the truck is halfway through production. Alderman Nelms asked with the \$725,000 will modifications after the purchase such as moving things or logos still be needed. Chief Smith answered there is a \$10,000

allowance included in the price for those things. Finance Director Jeneen McMillen also commented on how this truck had the best warranty package. Mayor Smith asked if Chief Smith was sure this truck had everything on it. Chief Smith responded yes it has no frills, it's just a work truck, its job is to be a fire engine and that's all. Town Manager Michael Ambrose added that this truck has been backed by all Fire Captains and the Fire Chief.

5.5 Consider discussion of Downtown Revitalization

Town Manager Michael Ambrose gave a brief overview of the plans to revitalize the downtown area around the Railroad tracks on North and South Central. The Board had some discussion amongst themselves about the plans and the different types of plants. Town Manager Michael Ambrose did state that the money that will be paying for this is coming from the \$100,000 Downtown revitalization fund. Mrs. Ryker, who is the landscape architect that is working with DC and Frances Linn Park is helping with this so that everything will match. Manager Ambrose said according to Mrs. Ryker, the cost estimate is \$25,000 to \$28,000. The plan is also to put in irrigation and that is not included in that pricing. Alderman Nelms asked if we were worried with taking out the box bushes from a sound point, because they do block noise. Mr. Ambrose said that Mrs. Ryker stated that she would be replacing it with things to help with noise. Mayor Smith said she thinks we should spend a little more money to buy more mature trees to help with sound.

3. CLOSING:

3.1 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN AT 6:26 PM

Moved by: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

Respectfully Submitted,

Madison T. Stegall, Town Clerk



BOARD OF ALDERMAN

Monday, April 08, 2024 at 6:00 PM
Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

Present: Mayor Meredith B. Smith, Mayor Pro-Tem Ashley Stewart, Alderman Ryan Nelms, Alderman Tony Corriher, Alderman Darrell Overcash

Staff Present: Town Manager Michael Ambrose, Human Resource Director/Town Clerk Madison Stegall, Finance Director Jeneen McMillen, Deputy Town Clerk Angie Sands, Town Attorney Rick Locklear, Planning, Zoning Subdivision Administrator Rick Flowe, Public Works Director Joe Halyburton, Electric Foreman Chris England, Chief of Police Geelen, Fire Chief Smith, Lead Fellow Robert Shinn, Planning Board Vice-Chair Scott Faw

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Smith called the meeting to order at 6:00 PM

1.2 Welcome

Mayor Smith Welcomed those in attendance.

1.3 Moment of Silence and Pledge of Allegiance

Mayor Smith led those in attendance in a Moment of Silence and the Pledge of Allegiance.

1.4 Adoption of Agenda

ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED.

Moved by: Tony Corriher, seconded by Ashley Stewart

Motion Passed: 4-0

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher, Darrell Overcash

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.

ACTION: A MOTION WAS MADE TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Darrell Overcash, Ryan Nelms

- 2.1 Consider Approval of Work Session meeting Minutes from March 7, 2024, Regular Scheduled Meeting Minutes from March 11, 2024, and Budget Retreat Minutes from March 19, 2024**
- 2.2 Consider Approval of Request by the South Rowan Public Schools Bible Teaching Association to Assist with the "Run for the WORD 5K" to be held in September of 2024**
- 2.3 Consider Approval of the Police Department Applying for the Cannon Foundation Grant**
- 2.4 Consider Approval of the Fire Department Applying for the Firehouse Subs Grant**
- 2.5 Consider Reappointing Catherine Drumm and Mark Bringle to the Town of Landis Planning Board and Board of Adjustment**

3. PUBLIC HEARINGS:

3.1 Consider Legislative Hearing for Zoning Map Amendment (Irish Creek Phase 2)

Planning & Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of Legislative Hearing for Zoning Map Amendment (Irish Creek Phase2). Planning Board Vice-Chair Scott Faw spoke on behalf of the Planning Board to the Board of Alderman to express that the Planning Board had unanimously voted to pass the Zoning Map Amendment (Irish Creek Phase 2).

ACTION: A MOTION WAS MADE TO RECUSE ALDERMAN DARRELL OVERCASH.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 3-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO OPEN PUBLIC HEARING FOR ZONING MAP AMENDMENT (IRISH CREEK PHASE 2)

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 3-0

Voting For; Ashley Stewart, Tony Corriher, Ryan Nelms

Public Comments:

- Bridgett Grant-100 N Tryon Charlotte

“Good evening members of the Board, my name is Bridgett Grant, and I am a Land Use Consultant with Moore and Van Allen. I’m pleased to be here tonight with Christina Uber on behalf of Shea Homes. We

appreciate the staff support for this rezoning. We appreciate the Planning Board’s recommendation. It’s not often we get to say we’re down zoning in residential going for less density, and we’re happy to answer any questions.”

ACTION: A MOTION WAS MADE TO CLOSE PUBLIC HEARING FOR ZONING MAP AMENDMENT (IRISH CREEK PHASE 2).

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 3-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO APPROVE ORDINANCE #ZMA 2024-04-08-1.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 3-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO BRING ALDERMAN DARRELL OVERCASH BACK FROM RECUSAL.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 3-0

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher

3.2 Consider Legislative Hearing for Conditional Zoning Map Amendment of Property Known as 1275/1285 Mt. Moriah Church Rd

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of the Legislative Hearing for Conditional Zoning Map Amendment of Property Known as 1275/1285 Mt. Moriah Church Rd. Planning Board Vice-Chair Scott Faw spoke on behalf of the Planning Board stating that the Planning Board unanimously approved of this Conditional Zoning Map Amendment.

ACTION: A MOTION WAS MADE TO OPEN PUBLIC HEARING FOR CONDITIONAL ZONING MAP AMENDMENT OF PROPERTY KNOWN AS 1275/1285 MT. MORIAH CHURCH ROAD.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

No public comments were made.

ACTION: A MOTION WAS MADE TO CLOSE PUBLIC HEARING FOR CONDITIONAL ZONING MAP AMENDMENT OF PROPERTY KNOWN AS 1275/1285 MT. MORIAH CHURCH ROAD.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

No further Comments or Questions were had from the Board.

ACTION: A MOTION WAS MADE TO APPROVE ORDINANCE # ZMA-2024-04-08-2

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

3.3 Consider Legislative Hearing for Development Agreement for Landis Ridge

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief overview of the Legislative Hearing for the Development Agreement for Landis Ridge. General Statute N.C.G.S. 160D-105 requires advertising a Public Hearing for a Development Agreement which has to do with the phasing of a project and scheduling of certain improvements. This general statute requires staff to give notice for this type of hearing the same as a rezoning. This requires staff to mail adjacent property owners, notice in the newspaper, and place signs. Sometimes there is a lot of confusion. Staff have had a lot of questions and calls already. To make it clear, this is not a rezoning. Staff have confirmed as far back as 2009 that the property was zoned industrial on the official zoning map. The only thing that has changed is in 2021 the new Landis Development Ordinance was adopted, and staff did take the small parts of that property and made them residential so that there would be a larger buffer in those areas across from the primary site. The Development Agreement spells out various stages of improvement and whose responsibilities are what. The document has been posted online as well as made available for public inspection at Town Hall. The Planning Board's recommendation was unanimous for the Landis Ridge Economic Development Project. Planning Board's Vice-Chair Scott Faw spoke on behalf of the Planning Board to reaffirm the recommendation. Mayor Smith asked how far back staff can find that the property was zoned industrial. Mr. Flowe stated that the Linn Track of 140 acres he found actual signed zoning maps. That is the only source that is absolute verification. Staff went as far back as 2009.

No further Comments or Questions were had from the Board.

ACTION: A MOTION WAS MADE TO OPEN PUBLIC HEARING FOR THE DEVELOPMENT AGREEMENT FOR PROPERTY KNOWN AS LANDIS RIDGE.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

Public Comments:

- Anna Marshall- 535 Hickory Wood Drive- See letter attached to minutes.
- Sharmyn Mitchell- 367 Hickory Wood Drive

"We've lived in our family home almost 20 years, that sits directly behind and just across the creek of the large piece of land being developed by Jackson Shaw. We believe in being good neighbors and we hope Jackson Shaw will be good neighbors too. My family would like to address some concerns. The first concern is the integrity of the creek. The plans for the project indicate the sewage infrastructure will pass through marshland and wetlands and also be the environmental buffer to the creek. We respectfully request that you remove that wet zone. Our second concern is the environmental noise and visual pollution that will result in daily business operation once the site is operational. We respectfully request that a wall be placed along the buffer of the creek to eliminate this pollution. Third, is noise pollution that will come in the placement of the power plant which appears to be located as close to our neighborhood as possible. We respectfully request the power plant be moved to a reasonable location. Lastly, the concern for access to information. The first notice we received was delivered just a few days ago. A day or two later before we had any chance to express our concerns, Jackson Shaw began some development. Just this morning I stood on the bank of the creek and watched heavy equipment move trees and vegetation within a few feet of the creek. This happened before we could express concerns. Going forward, we would request access to the site plans and documents that are readable as early as possible to public notice any and all changes with this project. We

also stand behind Mrs. Marshall and urge that you give us a little more time to have our concerns addressed. We love our home, community, and our town. Please make small adjustments to preserve our special place.”

- Pat Drinkard- 393 Hickory Wood Drive-

I’ve lived at 393 Hickory Wood Drive since 2008. Built our home there. Loved the woods behind it loved everything. Is there any hope of stopping this project at all.

Mayor Smith addressed the citizens in the boardroom. She stated the Board does not respond during Public Hearings. She said that she wants everyone to know that we are not ignoring you. An ordinance was passed in 2019 that stopped response from the Board during the meetings.

Pat Drinkard responded with you say it was rezoned in 2009, rezone it back to residential, you have the authority to do so. I don’t think any one of you 5 on the board would want this behind your house. It directly affects me with looking out and seeing a warehouse, so I please ask you to vote with your mind and not your pockets and make this go away.

ACTION: A MOTION WAS MADE TO CLOSE PUBLIC HEARING FOR THE DEVELOPMENT AGREEMENT FOR PROPERTY KNOWN AS LANDIS RIDGE.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashely Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

Planning, Zoning, & Subdivision Administrator Rick Flowe gave a brief description of how the hearing notice is the same as a rezoning notice. The problem with that is staff Can Not send those notices out early. Staff must follow the State Statute. First, staff must place a notice in the newspaper, and mail must go out 10 days, not more than 25 days in advance of a hearing. The second notice must be put in the paper exactly 1 week later. Then the signs go out within that window as well. That is not something staff can control.

Mayor Smith asked Mr. Flowe to give a little foresight of what the sight is expected to look like around the creek. What are the citizens going to be looking at.

Mr. Flowe explained that State Statute defines what authority municipalities have. All the standards that apply will be met. Staff don’t accept any development in flood plains, wetlands, or stream buffers unless they meet state or federal requirements for mitigating those wetlands. The plan for Phase 2 at the back of the property must stay out of the buffer zone. Staff have worked closely with Jackson Shaw and their engineering firm to be as literal as possible about protecting those environmentally sensitive areas. They have developers here tonight that can answer more specific questions. The buffer along where the power line is, there is a buffer that will be restored and landscaped with trees that deal with noise and visual impact. The buildings must meet high level design standards.

Mayor Smith stated that per some research it looks like the Linn property was zoned industrial in 2001.

Alderman Nelms stated that the properties staff did zone on Old Beatty Ford Rd was zoned with the support of the residents.

Mr. Flowe gave a brief overview of the plan from Old Beatty Ford Rd into Landis and out towards I85, looking back towards Kannapolis. The trees are being taken out and new trees will be planted because they must change the grade to drop down. The road will be below the power line. There are 2 entrances into the park that come off Old Beatty Ford Rd. Lane improvements and widening have been approved by DOT. The entrance street will follow the power line. On the opposite side is Dial Street. The neighborhood in Kannapolis that was discussed earlier backs up to the building. There will be a natural

woodland area between there. The property owner has the right regardless of the development to timber the property. Those property owners have property rights, as do the property owners adjacent to them. The best idea is to try to balance those property rights. That’s where standards and specifications of the ordinance come into place. Standards and specifications are there to protect surrounding property owners from the impact of development itself. Someone mentioned a power plant earlier. There’s a transformer station shown on the site plan. That may or may not happen. It’s a substation not a power plant. This is standard industrial zoning so it’s not a high noise production.

ACTION: A MOTION WAS MADE TO REOPEN PUBLIC HEARING FOR THE DEVELOPMENT AGREEMENT FOR PROPERTY KNOW AS LANDIS RIDGE.

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

Public Comments:

- Anna Marshall- 535 Hickory Wood Drive

Readdressed concerns regarding the development of Landis Ridge. Planning, Zoning, & Subdivision Administrator Rick Flowe, Landis Ridge Representative Ryan Beadle, and Mayor Smith further discussed the development and responded to concerns. Anna Marshal asked the Board to pause and consider water quality and sewage within the agreement. Ryan Beadle stated that they do have all necessary permits from DEQ.

- Justin Jordan- 2810 N. Cannon Blvd.

Addressed his concerns with the development and the small amount of taxes that have been paid from this property in years prior. Justin Jordan also expressed concerns about the sewer for this. Planning, Zoning, & Subdivision Administrator Rick Flowe explained the sewer easement. Justin Jordan also reiterated to the Board to pause the development to allow property owners to adjust.

- Janet Eckerd- 1130 Dial Street

Asked for clarification on how the buffer will be since this is behind her house. Explained that regardless of if you live in the town limits or not, the required buffer limit is 40ft. and has the highest planting standards.

ACTION: A MOTION WAS MADE TO CLOSE THE REOPENED PUBLIC HEARING FOR THE DEVELOPMENT AGREEMENT FOR PROPERTY KNOW AS LANDIS RIDGE.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

No further Comments or Questions were had from the Board.

ACTION: A MOTION WAS MADE TO APPROVE ORDINANCE #DA-2024-04-08 AND TO APPROVE THE CORRESPONDING DEVELOPMENT AND TIG INFRASTRUCTURE REIMBURSEMENT AGREEMENT WITH THE TEXT CHANGES TO PAGE 7 SECTION C. ITEMS (1) AND (2) TO INCLUDE REAL PROPERTY TAX ONLY AND TO REMOVE INTEREST PAID TO THE DEVELOPER.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

4. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

4.1 Citizens' Comments

Nadine Cherry- 410 W Garden Street

“I would like to know why the sound system has not been fixed. I have been told by Manager Ambrose there was a gentleman who checked out the sound system recently and said it was ok. No, the sound system is not ok. I can raise my hand signaling that I cannot hear, understand what is being said and at times I get ignored. I am getting very tired of this. Under the American Disability Act the town is supposed to have effective communication. If I have to, I can file another claim with the civil rights division. There are times when I cannot hear or understand what Manager Ambrose is saying.”

5. CONSIDERATIONS:

5.1 Consider Approval of Equipment for New Bucket Truck

ACTION: A MOTION WAS MADE TO APPROVE THE PURCHASE OF NEW EQUIPMENT FOR THE BUCKET TRUCK FROM SAFETY TEST IN THE AMOUNT OF \$27,783.67.

Moved By: Tony Corriher, seconded by Ashley Stewart

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Darrell Overcash, Ryan Nelms

5.2 Consider Approval of Granting Town Manager Authorization to Surplus Items and Set Reserves with a Value Under \$5000

ACTION: A MOTION WAS MADE TO APPROVE GRANTING THE TOWN MANAGER AUTHORIZAION TO SURPLUS ITEMS AND SET THE RESERVE FOR ITEMS THAT VALUE UNDER \$5,000.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms, Tony Corriher

5.3 Consider Approval of Receiving the Cannon Foundation Grant Funds for the Use of Purchasing a New Fire Safety House Inflatable

ACTION: A MOTION WAS MADE TO APPROVE RECEIVING GRANT FUNDS FROM THE CANNON FOUNDATION IN THE AMOUNT OF \$6,195 AND APPROVAL OF BUDGET AMENDMENT #14 TO INCREASE TOWN BUDGET TO RECEIVE GRANT FUNDS FROM THE CANNON FOUNDATION.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Tony Corriher, Ryan Nelms, Darrell Overcash, Ashley Stewart

ACTION: A MOTION WAS MADE TO APPROVE ORDINANCE #GP-2024-04-08.

Moved By: Ashely Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

ACTION: A MOTION WAS MADE TO APPROVE THE PURCHASE OF THE 80Z INFLATABLE FIRE SAFETY HOUSE IN THE AMOUNT OF \$8,995.

Moved By: Tony Corriher, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

5.4 Consider Purchase of New Fire Apparatus

ACTION: A MOTION WAS MADE TO APPROVE THE PURCHASE OF NEW FIRE APPARATUS AND AWARD THE BID TO SAFE INDUSTRIES KME GSO 11646 IN THE AMOUNT OF \$724,330.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Tony Corriher, Darrell Overcash, Ryan Nelms, Ashley Stewart

ACTION: A MOTION WAS MADE TO APPROVE THE TOWN PLACING A DOWN PAYMENT IN THE AMOUNT OF \$400,000 USING MONEY IN THE RESTRICTED GENERAL FUND ACCOUNT WHICH IS THE OLD ARPA FUND AND APPROVAL OF FINANCING THE REMAINDER DUE ON THE NEW FIRE APPARATUS USING COMMUNITY LEASING PARTNERS AT 5.64% INTEREST RATE FOR (5) YEARS.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

6. REPORTS:

6.1 Departmental Reports (Included in the Board packet)

6.2 Financial Report (Included in the Board packet)

6.3 Town Manager Report (Included in the Board packet)

7. UPCOMING EVENTS:

7.1 Upcoming Events (Included in Board Packet)

- Planning Board Meeting on Tuesday April 9th at 6:00 PM
- The May Downtown Cruise In is on the 3rd
- Board of Alderman next Work Session Meeting is on May 9, 2024
- Board Of Alderman next Regular Meeting is on May 13, 2024
- Planning Board Meeting on May 14, 2024

8. CLOSING:

8.1 Board Comments

No comments made.

8.2 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN AT 7:13 PM

Moved By: Ashely Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

Voting For: Ashley Stewart, Ryan Nelms, Darrell Overcash, Tony Corriher

Respectfully Submitted,

Madison T. Stegall, Town Clerk

DRAFT



BOARD OF ALDERMEN

Thursday, April 18, 2024 at 9:00 AM

Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

Present: Mayor Meredith Smith, Mayor Pro-Tem Ashley Stewart, Alderman Ryan Nelms, Alderman Tony Corriher, Alderman Darrell Overcash

Staff Present: Town Manager Michael Ambrose, H/R Director/Town Clerk Madison Stegall, Finance Director Jeneen McMillen, Deputy Town Clerk Angie Sands, Parks and Recreation Director Jessica St.Martin, Interim Public Works Director Blake Abernathy

1. INTRODUCTION:

1.1 Call Meeting to Order

Mayor Smith Called the meeting to order at 9:01 AM

1.2 Welcome

Mayor Smith welcomed those in attendance.

1.3 Adoption of Agenda

ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

Voting For: Ashley Stewart, Ryan Nelms, Tony Corriher, Darrell Overcash

2. PRESENTATIONS:

2.1 Kelly Withers - RSS Superintendent - 9:00-9:30 AM

RSS Superintendent Kelly Withers gave a brief overview of growth in and around the Landis area. One of the topics she discussed was the demolition of Knox Middle School. The new school will be built on the same property and the cost is approximately \$55 million dollars. Mrs. Withers also discussed the kindergarten campaign and how last year only 16% of kindergarten students were kindergarten ready. This year 22% of kindergarten students were ready. Additionally, Mrs. Withers gave a brief overview of the county budget. She spoke about growth being a concern in the area. Rowan-Salisbury Schools have an Organizational Foundations Committee that is completing a new study to find out what Rowan County

capital needs are. Rowan-Salisbury Schools are also researching the southern end of the county as an area that may need potential new projects.

Mayor Smith asked RSS Superintendent Kelly Withers if she had a priority list online.

RSS Superintendent Kelly Withers explained that the Organizational Foundations Committee was actively working on this list, and there would be two, a capital needs of buildings list and an athletic facility needs list. Once the lists are ready, they will be published on the RSS website.

2.2 Tonya Thompson - 2023 Annual Audit - 9:30-10:00 AM

Senior Audit Manager Tonya Thompson gave a brief overview of the audit results for FY 2023 financials. This year the Town had significant audit adjustments. This is a repeat of the prior couple of years and is due to personnel turnover. The LGC has performance indicators that they check, and the following was recommended to work on: Negative Water and Sewer cash flow.

Mayor Smith asked Tonya what her recommendation was to resolve this issue.

Tonya explained that the LGC does not see this as a finding, but as a trigger to let the Town know it needs to be advised of rates. The LGC wants the Town to make sure units are performing studies to determine if the current rate structure is appropriate or raise rates when appropriate to make sure the water and sewer system is covering the difference.

Town Manager Michael Ambrose added that as a Town we will have to conduct a rate study to see what's best.

Tonya Thompson stated the LGC wants to make sure Towns are having these conversations and they've made it a statewide thing.

Town Manager Michael Ambrose gave a brief overview of the inventory side of things with water and sewer. The sewer AIA Grant received will help give us an inventory asset of what our assets are.

The board discussed things to do to help keep us out of the negative.

2.3 Public Works - Interim Public Works Director Blake Abernathy - 10:00 -10:30 AM

Town Manager Michael Ambrose gave a brief overview of the accomplishments this year from Public Works. He turned it over to Interim Public Works Director Blake Abernathy who then went over the Electric Department Needs.

Interim Public Works Director Abernathy continued with the electrical CIP. One of the things needed is to replace the tree crew chipper, it's getting a lot of wear and tear and needs to be replaced. This is something used daily.

Town Manager Ambrose said it was on schedule for FY28 and Mayor Smith asked why we pushed it to FY28. Manager Ambrose's response was that we have a lot of deferred maintenance over at Public Works, and the earliest should be FY26, just based on expenditures. We have a backhoe and skid steer on the list as well.

Interim Public Works Director Abernathy said he had spoken to Johnny, the Town's mechanic, and they had been advised to take the backhoe off the list. The Town has done a lot of maintenance on the one we have and when speaking with the people that service it, they suggested we don't get rid of it because we have a lot of life left in it. Most of the problem was that staff were driving it on the road and the transmission is not designed to do that.

Mayor Smith said that the new backhoe was slated for FY26.

Interim Public Works Director Abernathy said that he would like to replace the backhoe on the CIP with a skid steer. The one the Town currently has uses tires and staff would like to replace it with a tracking machine. This machine could be used to take into right of ways, and it would have a forestry head. The plan is to spread it across (3) budgets. Staff would also like to get a pole claw attachment for it.

Public Works also needs a VM-810 Line Locator, the Town currently has (1) that is older and is utilized between crews. Mayor Smith asked to move the VM-810 Line Locator from FY26 to FY25.

Town Manager Michael Ambrose then gave a brief overview of the Water and Sewer Department needs.

Alderman Darrell Overcash asked about the assistant Public Works Director position. Town Manager Ambrose stated that he would like to reclassify that position. The Town currently has an Electric Foreman, Street Foreman, and Assistant Public Works Director who is over Water Resources. Town Manager Ambrose requested for a motion to reclassify that position and retitle it to a Working Water/Sewer Resources Foreman.

ACTION: A MOTION WAS MADE TO RECLASSIFY THE ASSISTANT PUBLIC WORKS DIRECTOR POSITION TO WORKING WATER/SEWER RESOURCES FOREMAN.

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Tony Corriher, Darrell Overcash, Ryan Nelms, Ashley Stewart

2.4 Parks & Recreation - Parks & Rec Director Jessica St. Martin - 10:30 -11:00 AM

Parks and Recreation Director Jessica St. Martin gave a brief overview of the accomplishments from Parks and Rec. One of the things replaced is the (2) lifeguard stands at the pool.

Mayor Smith asked how many more stands are needed.

Parks and Rec Director Jessica answered we have discussed adding (1) more on the back side.

Alderman Nelms commented that he thinks a third lifeguard stand is important to be able to see the shallow end.

Parks and Rec Director St. Martin answered the guards have been walking that area or wading in that area when more than 3 lifeguards are on staff.

Town Manager Michael Ambrose gave a brief overview of the Part F Grant for Passive Park. It is a 50% matching grant, so staff have to come up with 50% of whatever price is set. If the Board wants to move forward with applying this year, a motion for this will be needed during this meeting. The grant deadline is May 1, 2024.

The Board discussed ways to raise money and how much money they would like to set for the Grant.

Manager Ambrose suggested that staff gear up for applying next year. Then there will be a 2-year lapse. Staff would apply in May 2025.

Parks and Rec Director St. Martin gave a brief overview of the condition of the bridge going towards the fishing gazebo at Lake Corriher Park and the renovations needed.

Conversation was then had amongst Staff and Board members regarding expanding the playground and adding ADA swings.

Parks and Rec Director Jessica St. Martin gave a brief overview of pool hours and rate changes. She added that she would like to do something for the members like reserve a chair, or early hours on certain days.

Mayor Smith asked how many memberships the pool had last year.

Parks and Rec Director St. Martin answered 52 memberships with 45 Landis Residents, and 7 Nonresidents.

The Board discussed different ways to be able to reserve a chair or have other membership benefits.

Mayor Smith suggested having member hours on Tuesday, Wednesday, and Thursday from 6:00 PM until 7:30 PM., and Friday morning 9:30 AM until 10:00 AM.

Town Manager Ambrose suggested that we keep the hours the same, and members can get in at 10:00 AM and 10:30 AM for nonmembers, on Tuesday, Wednesday, and Thursday 6:00 PM until 7:30 PM member hours.

Alderman Nelms suggested wearing wrist bands for members only. Mayor Smith then suggested banding everyone and having a swim test for the deep end.

3. CLOSING:

3.1 Motion to Adjourn

ACTION: A MOTION WAS MADE TO ADJOURN

Moved By: Ashely Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashely Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

ACTION: A MOTION WAS MADE TO RETURN BACK INTO SESSION

Moved by: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms Tony Corriher

ACTION: A MOTION WAS MADE TO APPROVE POOL MEMBERSHIP FEE CHANGES \$250 RESIDENT, \$450 NON-RESIDENT, AND HOURS OPEN AT 10:00 AM FOR MEMBERS 10:30 AM NON-MEMBER WITH EXTENDED HOURS FROM 6:00 PM UNTIL 7:30 PM FOR MEMBERS ONLY.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms, Tony Corriher

ACTION: A MOTION WAS MADE TO ADJOURN AT 11:03 AM

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: 4-0

Voting For: Ashley Stewart, Darrell Overcash, Tony Corriher, Ryan Nelms

Respectfully Submitted,

Madison T. Stegall, Town Clerk



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Jeneen McMillen, Finance Director

ITEM TYPE: Consideration

AGENDA SECTION: Consent Agenda

SUBJECT: **Consider Approval of FY25 Martin Starnes Audit Contract**

DETAILS:
Consider approval of FY25 Martin Starnes Audit Contract.

The	Governing Board Board of Aldermen
of	Primary Government Unit Town of Landis, NC
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name Martin Starnes & Associates, CPAs, P.A.
	Auditor Address 730 13th Avenue Drive SE, Hickory, NC 28602

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/24	Date Audit Will Be Submitted to LGC 10/31/24
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Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.
24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.
- All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.
28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:
- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
 - b) the status of the prior year audit findings;
 - c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
 - d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.
29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title and Unit / Company:	Email Address:
Jeneen McMillen	Finance Director, Town of Landis	jmcmillen@townoflandisnc.gov

OR Not Applicable (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

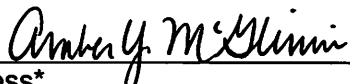
4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	Town of Landis, NC
Audit Fee (financial and compliance if applicable)	\$ 48,370 (\$44,370 audit + \$4,000 single audit for up to 2 programs)
Fee per Major Program (if not included above)	\$ 4,000 per major program in excess of 2
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$ 8,200
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$ 56,570 (includes 2 major programs)

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs, P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 04/09/24	Email Address* amcghinnis@msa.cpa

GOVERNMENTAL UNIT

Governmental Unit* Town of Landis, NC	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	
Mayor/Chairperson (typed or printed)* Meredith Bare Smith, Mayor	Signature*
Date	Email Address* msmith@townoflandisnc.gov

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	\$ 56,570 (includes 2 major programs)
Primary Governmental Unit Finance Officer* (typed or printed) Jeneen McMillen, Finance Director	Signature*
Date of Pre-Audit Certificate*	Email Address* jmcmillen@townoflandisnc.gov

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)* N/A	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT



Koonce, Wooten & Haywood, LLP
CERTIFIED PUBLIC ACCOUNTANTS

Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates, CPAs, P.A. and the Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

May 4, 2021

Raleigh

4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham

3500 Westgate Drive
Suite 203
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro

579 West Street
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

Smithfield

212 East Church Street
Post Office Box 2348
Smithfield, North Carolina 27577

919 934 1121
919 934 1217 FAX



Item Cover Page

MEETING TYPE: Board of Alderman
DATE: May 13, 2024
SUBMITTED BY: Jeneen McMillen
ITEM TYPE: Consideration
AGENDA SECTION: Consent Agenda
SUBJECT: **Consider Approval of Budget Amendment #21**

DETAILS:

Consider approval of Budget Amendment #21. This Budget Amendment is to account for the money expensed for the tornado that came through Landis in August 2023 and has been submitted to the state for reimbursement. Also included are additional revenues that exceeded budget expectations. This will realign our budgeted revenues and expenditures.

.

Town of Landis, NC
 Budget Amendment
 Monday, May 13, 2024
 Amendment #21a for 2023-2024

Account Number		Current Amt	Increase	Decrease	Adjusted Budget
10-0000-4999	Retained Earnings Appropriated	572,375.00	32,419.35	-	604,794.35
20-0000-4099	Retained Earnings Appropriated		9,147.63	-	9,147.63
30-0000-4099	Retained Earnings Appropriated	196,181.00	128,026.34	-	324,207.34
10-5000-5010	Salaries	382,154.00	334.95	-	382,488.95
10-5100-5010	Salaries	714,001.00	741.96	-	714,742.96
10-5200-5010	Salaries		2,387.66	-	2,387.66
10-5300-5010	Salaries		1,548.85	-	1,548.85
10-5600-5010	Salaries		434.56	-	434.56
20-1000-5010	Salaries		289.96	-	289.96
20-2000-5010	Salaries		570.70	-	570.70
30-1000-5010	Salaries		26,950.19	-	26,950.19
30-1000-5217	Materials		72,837.98	-	72,837.98
10-5300-5321	Purchased Services	2,500.00	26,971.37		29,471.37
20-1000-5321	Purchased Services		5,435.67		5,435.67
20-2000-5321	Purchased Services		2,851.30		2,851.30
30-1000-5321	Purchased Services		28,238.17		28,238.17
20-0000-4080	Interest on Investments	28,000.00	55,000.00		83,000.00
20-1000-5320	Purchased Resources	255,000.00	55,000.00		310,000.00
20-2000-4043	Sewer Impact Fee	-	17,808.00		17,808.00
20-2000-5320	Purchased Resources	700,000.00	17,808.00		717,808.00
30-0000-4080	Interest on Investments	20,000.00	46,000.00		66,000.00
30-1000-5010	Salaries	3,442,255.00	46,000.00		3,488,255.00
			576,802.64	-	

Prepared by: _____

Date: _____

Reviewed by: _____

Date: _____

Approved by the Board of Aldermen:

Date: _____

This Budget Amendment is to account for the money expended for the tornado that came through Landis in August 2023, and has been submitted to the state for reimbursement. Also included are additional revenues that exceeded budget expectations. This will realign our budgeted revenues and expenditures.



Item Cover Page

MEETING TYPE: Board of Alderman
DATE: May 13, 2024
SUBMITTED BY: Jason Smith, Fire Chief
ITEM TYPE: Consideration
AGENDA SECTION: Consent Agenda
SUBJECT: **Consider Approval of Leary Fire Grant**

DETAILS:

Please consider the preliminary approval to seek funding from the Leary Firefighters Foundation, Jeremiah Lucey Grant Program. Dennis Leary, tv and movie actor, created the foundation in 2000 in honor of his cousin Jeremiah Lucey and friend Tommy Spencer who both died in the Worchester Cold Storage fire in 1999. The foundation has donated over 3.5 million dollars since 2014.

I would like to request funding for new turnout gear for our firefighters. The current prices for turnout gear now range from \$5000 dollar range for a full ensemble of pants, coat, helmet, gloves, hood, and boots. This could be a savings for the town in the amount of 30,000 dollars or more and provide valuable equipment for our personnel. The grant process opens May 1 with letters of inquiry for an invitation to apply and final decisions for awards made in December 2024.

There is not a match required by the Town, as it is a 100% grant.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Jason Smith, Fire Chief

ITEM TYPE: Consideration

AGENDA SECTION: Consent Agenda

SUBJECT: **Consider Approval of Sinise Fire Grant**

DETAILS:

Please consider approval to seek grant assistance from the Gary Sinise Foundation’s First Responders Outreach program. The foundation was created to support veterans severely wounded in combat and has created many outreach programs for military personnel. First responders have been added to the foundation’s area of giving. The foundation supports first responder agencies with donations for equipment, training, and emergency relief. The foundation also builds smart homes for severely wounded first responders, mortgage free.

I would like to pursue a grant to help with community education and engagement. The funds from this grant would allow the town to purchase the Lion Bullseye fire extinguisher system for \$27,000 dollars. This system will assist us with teaching our community about how to use a fire extinguisher.

There is not a match required by the Town, as it is a 100% grant.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Madison Stegall, HR Director/Town Clerk

ITEM TYPE: Consideration

AGENDA SECTION: Consent

SUBJECT: **Consider Approval of NCPMA 1 BOC Appointment of Blake Abernathy**

DETAILS:

Consider Appointing Blake Abernathy as Commissioner for the NCPMA1 Board of Commissioners for Electricities.



Item Cover Page

MEETING TYPE: Board of Alderman
DATE: May 13, 2024
SUBMITTED BY: Madison Stegall
ITEM TYPE: Consideration
AGENDA SECTION: Consent
SUBJECT: **Consider Approval of No Smoking Policy**

DETAILS:

Consider Approval of No Smoking Policy to be added to Personnel Policy.



**PERSONNEL POLICY ADDITION
WORKPLACE SMOKING POLICY
ARTICLE V. SECTION 13**

DEFINITIONS

The following terms shall have the meanings indicated:

Town Building – A building owned, leased as lessor, or the area leased as lessee and occupied by a local government.

Town Vehicle – A passenger-carrying vehicle owned, leased, or otherwise controlled by the Town and assigned permanently or temporarily by the Town to employees, agencies, institutions, or facilities for official city business.

Employee – A person who is employed by the Town, Contracts with the Town, or Volunteers his or her services for the Town.

Grounds – An unenclosed area owned, leased, or occupied by local government.

Smoking – The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.

SMOKING PROHIBITED IN MUNICIPAL BUILDINGS

Smoking shall be prohibited in Town buildings or facilities now or hereafter owned, leased, operated, occupied, managed, or controlled by the Town. This applies to all employees, volunteers, clients, contractors, and visitors.

SMOKING PROHIBITED IN MUNICIPAL VEHICLES

Smoking shall be prohibited in Town vehicles now or hereafter owned or leased by the Town. This shall apply to all employees and passengers in Town vehicles.

IMPLEMENTATION

“No Smoking” signs shall be clearly posted in conspicuous areas of all Town buildings and vehicles. The signs shall state that “smoking is prohibited” and may include the international “No Smoking” symbol, which consists of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it. If the vehicle is used for undercover law enforcement operations, a sign is not required to be placed in the vehicle. Smoking shall be outside and away from all public entrances to maintain positive perception and consideration of non-smokers. All smoking materials shall be disposed of in the appropriate receptacles.

ENFORCEMENT

Any violation of the provisions of this section shall be subject to disciplinary action up to and including dismissal.

CONFLICT OF LAWS

If any portion of this section or the enforcement thereof is found to be pre-empted by state or federal law, such pre-emption shall not operate to invalidate the rest of the section and the same shall remain in full force and effect. All policies or parts of policies in conflict with this section are hereby repealed.

North Carolina State Law Reference(s)-Authority to regulate the use of tobacco products in government buildings, G.S. 143-601.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Matthew Geelen, Chief of Police

ITEM TYPE: Oath of Office

AGENDA SECTION: Presentations

SUBJECT: **Swearing In of Landis Police Sergeant (Michael Watts)**

DETAILS:

Sergeant Michael Watts has completed the extensive hiring process required to become a member of our esteemed police force. He will be joining the dedicated men and women who work tirelessly to ensure the safety and security of our community.

Mr. Watts lives close to Mooresville and is excited to be part of our growing community. He looks forward to investing in the community and the department. Mr. Watts is eager to guide new officers and his subordinates.

We extend our congratulations to Sergeant Watts and wish him a successful and fulfilling career in Landis.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Matthew Geelen, Chief of Police

ITEM TYPE: Oath of Office

AGENDA SECTION: Presentations

SUBJECT: **Swearing In of Landis Police Officer (Nathaniel Benfield)**

DETAILS:

I'm excited to announce the swearing-in of Nathaniel Benfield as a valuable member of our community's law enforcement. Officer Benfield comes from the Gastonia Police Department with ten years of service in the armed forces. When he's not serving the community, he enjoys spending time with his dog, significant other, and playing disc golf. His well-rounded nature and commitment to public service make him an excellent addition to our team.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Rick Flowe, Planning, Zoning, & Subdivision Administrator

ITEM TYPE: Resolution

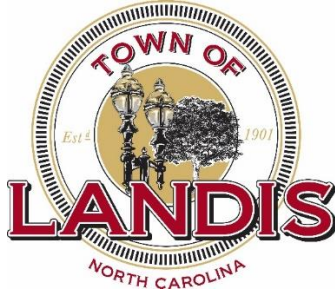
AGENDA SECTION: Ordinances/Resolutions

SUBJECT: **Consider Approval of Annexation Initiation for Keller Property on Mt. Moriah Church Road**

DETAILS:

Annexation Initiation - Keller Property on Mt. Moriah Church Road

1. **Overview from Staff** (see attached *memo* and *petition*)
2. **Resolution #2024-05-13-1 Directing the Clerk to Investigate**
3. **Presentation of Clerk's Certification**
4. **Resolution #2024-05-13-2 Calling for Concurrent Public Hearing**



MEMORANDUM TOWN OF LANDIS, N.C.

To: Mayor and Board of Aldermen

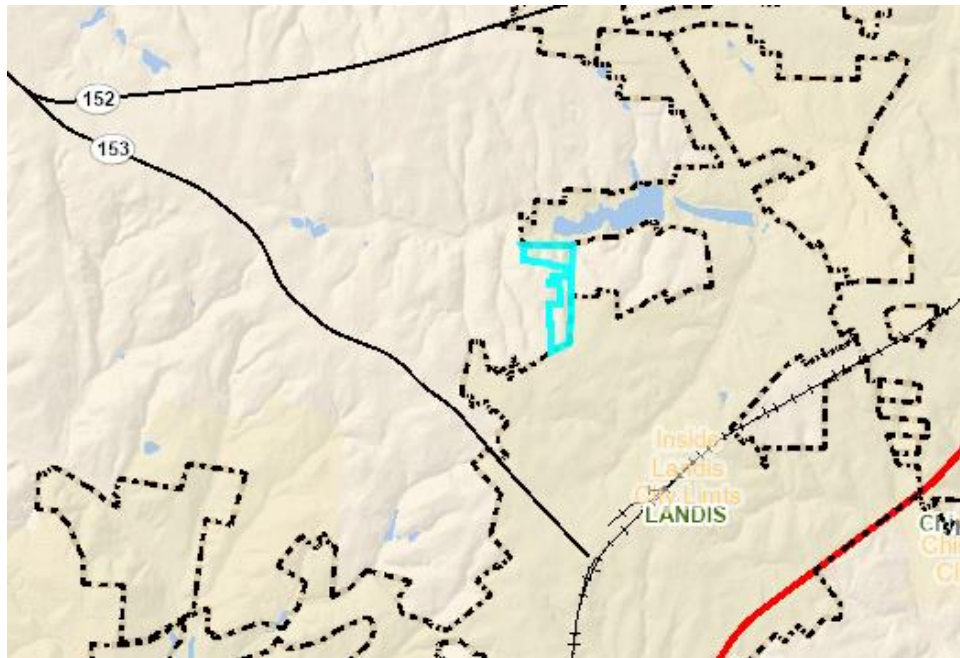
Date: April 15, 2024

From: F. Richard “Rick” Flowe, AICP, Planning, Zoning & Subdivision Administrator

Re: Voluntary Annexation Petition for contiguous property of KELLER, JOSEPH of 5830 Wright Road, Kannapolis, NC 28081-8931

BACKGROUND

On April 11, 2024, the owner of property located at 0 Mt. Moriah Church Road, Landis, NC 28088 (Rowan County Parcel ID 130 0450000002) submitted a petition for voluntary contiguous annexation into the town limits of the Town of Landis. The property consists of approximately 22.09 acres. Location Map from Rowan County GIS:



FINDINGS AND CONCLUSIONS

The standards for annexation require that the property must be contiguous to the “primary corporate limits”. The fact that the property lies within an area bounded on two sides by the corporate limits demonstrates the contiguity requirements are satisfactorily met by this petition to the Town of Landis. The property will need to have a Town of Landis zoning designation upon annexation.

FISCAL IMPACT

The property will be subject to applicable taxes and fees in accordance with rates in effect throughout the Town. The Town will deliver standard municipal services for this property upon development. The Town will receive additional revenues from Ad Valorem tax assessments and applicable state shared revenues.

RECOMMENDATION FOR ACTION ON ANNEXATION & ZONING

There are several steps required to annex and apply Town zoning to this property. The following outline illustrates how this process may be completed in two regular meetings of the Town Mayor and Board of Aldermen.

THE ACTIONS THAT MAY BE TAKEN AT THE May 13, 2024 MEETING INCLUDE:

- a. **Petition for voluntary contiguous annexation.**
- b. **Direct (by Resolution #2024-05-13-1) for the Town Clerk to investigate the sufficiency of the petition.**
- c. **Clerk presents “Certification of Sufficiency” to the Board**
- d. **Upon receipt of petition certification by Town Clerk, call (by Resolution #2024-05-13-2) for public hearing at next regular meeting on June 10, 2024.**

ADDITIONAL STEPS BEFORE AND BETWEEN TOWN BOARD MEETINGS

While the Mayor and Board of Aldermen undertake the process of annexation, the Planning Board may initiate the process of amending the Official Zoning Map per 160D-204 to run concurrent with the annexation process. The property lies adjacent to an area designated in the Town of Landis Comprehensive Land Use Plan (the Plan) Future Land Use Map adopted May 10, 2021 for neighborhood residential use to the south, and civic to the north is consistent with the principles of the Plan so we may anticipate a recommendation for the owner’s requested mixed use zoning designation from the Planning Board. Here is how these steps align:

1. Scheduled for the **May 15, 2024 Planning Board agenda** to request their recommendation on the designation of the appropriate zoning district;
2. Advertise for a **Public Legislative Hearing scheduled for June 10, 2024 before the Mayor and Board of Aldermen** on the subjects of 1) annexing the property and 2) amending the Town of Landis’s Official Zoning Map, of the Landis Development Ordinance (LDO); and

NEXT STEPS BY MAYOR AND BOARD OF ALDERMEN - THE ACTIONS THAT MAY BE TAKEN AT THE June 10, 2024 REGULAR MEETING INCLUDE:

1. Conducting the required Annexation Public Hearing for the purpose of receiving input from citizens and/or persons owning an interest in the subject property concurrently with the required Zoning Map Amendment Public Legislative Hearing for the purpose of receiving comment from citizens and/or persons owning an interest in the subject property and the designation of an initial zoning district.
2. Consideration (adoption or rejection) of an Ordinance #ANNEX-2024-06-10 Extending the Corporate Limits (annexation) to include the subject property.
3. Consideration (adoption or rejection) of an Ordinance #ZMA-2024-06-10 Amending the Official Zoning Map (initial zoning) and the Town Plan 2040 - Future Land Use Map for the newly annexed property.

FINAL STEPS FOLLOWING ANNEXATION AND ZONING

Following the annexation of the property, staff will be preparing additional materials to

1. Update Official Zoning Map in Clerk’s record, Administrator’s record and online.
2. Update shape-files with Rowan County GIS to reflect new zoning and jurisdictional designations online.
3. Record the annexation with both the NC Secretary of State and Rowan County Register of Deeds;
4. Notify all public utilities (telecom, etc.) of the change in the corporate limits of the Town for their proper reporting of utility franchise taxes paid to the State of North Carolina so local shared revenues can be properly distributed;
5. Accept application from owner for the approval (by staff) of site plan(s) for any future project;
6. Process zoning permit application and issue permit(s) upon compliance with the Landis Development Ordinance (LDO).



312 SOUTH MAIN STREET
LANDIS NC 28088

PETITION REQUESTING A CONTIGUOUS ANNEXATION

DATE: 4-11-24

To the Mayor and Board of Aldermen of the Town of Landis, North Carolina:

1. We, the undersigned owners of real property, respectfully request that the area described in paragraph 2 below be annexed to the Town of Landis, North Carolina.
2. The area to be annexed is contiguous to the Town of Landis, North Carolina and the boundaries of such territory are as follows:

See attached **MAP** and/or **METES AND BOUNDS DESCRIPTION** (a copy of the deed with description may be attached for this purpose) representing property identified as:

Property Identification Number Map 130 Parcel 0450000002

Property Address (if established) N/A

*Name (print or type)	Mailing Address	Signature
Joseph Keller	DirtH@Yahoo.com DirtH@aol.com	
	5830 Wright rd	
	Kannapolis, NC 28081	

*Family members (e.g. husbands and wives) need to sign separately. Signatures for corporations, institutions, etc., are by those with the authority to sign legal documents.

4-11-24

Please Annex My property at Map 130 parcel#
0450000002 in to the town of Sandis
and assign Mu-2 zoning District.

Thankyou

Joseph Keller
Joseph Keller

Joseph Keller
704-699-9312

dir4you@yahoo.com
map 130
Par 0450000002

SEE ADDENDUM

6/26
6660

Doc ID: 015451280 Section 4, Item 4.1
Recorded: 01/18/2024 at 12:31:00 PM
Fee Amt: \$666.00 Page 1 of 6
Revenue Tax: \$660.00
Rowan, NC
J. E. Brindle Register of Deeds
BK 1435 PG 941

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$660.00

Parcel Identifier No. _____ Verified by _____ County on the ____ day of _____, 20__
By:

Mail/Box to: Richard D. Locklear, P.O. Box 56, Landis, NC 28088

This instrument was prepared by: Richard D. Locklear, Attorney, Landis, NC

Brief description for the Index: Tax Map 130 Parcels 0450000001 & 0450000002

THIS DEED made this ____ day of _____, 2024, by and between

GRANTOR

**MARY BETH MCNEELY PHIFER a/h
JOHN DWAIN PHIFER
BRUCE EDWARD FORD a/w EUGENIA MCNEELY FORD
THE ANNE MCNEELY STOWE REVOCABLE TRUST:
ANNE MCNEELY STOWE, Individually/Trustee and husband
GERRY F. STOWE**

312 JOHNSTONE RD
CLEVELAND, NC 27013

GRANTEE

JOSEPH KELLER

5830 WRIGHT RD
KANNAPOLIS, NC 28081

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of _____, China Grove, Township, Rowan County, North Carolina and more particularly described as follows:

*See attached Exhibit A for a complete description of the subject property.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 1286 page 202.
A map showing the above described property is recorded in Plat Book _ page _.

This instrument prepared by: Richard D. Locklear, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the County Tax Administrator upon disbursement of closing proceeds.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

*See attached Exhibit A for a complete description of the subject property.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 1286, page 202.
A map showing the above described property is recorded in Plat Book page .

This instrument prepared by: Richard D. Locklear, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the County Tax Administrator upon disbursement of closing proceeds.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

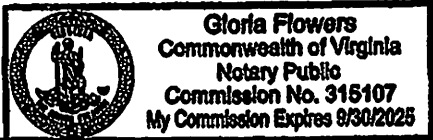
IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

(SEAL) THE ANNE MCNEELY STOWE REVOCABLE TRUST:

Mary Beth Phifer _____ (SEAL) Anne McNeely Stowe (SEAL)
John Dwaine Phifer _____ Anne McNeely Stowe, Individual
Trustee

(SEAL) Gerry F. Stowe (SEAL)
Bruce Edward Ford _____ Gerry F. Stowe

(SEAL) Eugenia _____ McNeely
Ford



State of North Carolina - County of Rowan

I, the undersigned Notary Public of the County and State aforesaid, certify that Mary Beth McNeely Phifer and John Dwaine Phifer personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 12 day of January, 2024.

My Commission Expires: 9/30/2025 Gloria Flowers
Notary Public



State of Virginia - County of Richmond

I, the undersigned Notary Public of the County and State aforesaid, certify that Bruce Edward Ford and Eugenia McNeely Ford personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 12 day of January, 2024.

My Commission Expires: 9/30/2025 Gloria Flowers
Notary Public



State of Virginia - County of Virginia

I, the undersigned Notary Public of the County and State aforesaid, certify that Anne McNeely Stowe, Individually/Trustee a/h Gerry F. Stowe personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this day of

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

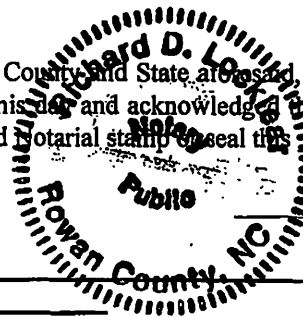
Mary Beth Phifer (SEAL)
John Dwaine Phifer (SEAL)
Bruce Edward Ford (SEAL)
Eugenia McNeely Ford (SEAL)

THE ANNE MCNEELY STOWE REVOCABLE TRUST:
Anne McNeely Stowe, Individual /Trustee (SEAL)
Gerry F. Stowe (SEAL)

State of North Carolina - County of Rowan

I, the undersigned Notary Public of the County and State aforesaid, certify that Mary Beth McNeely Phifer and John Dwaine Phifer personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 17th day of January, 2024.

My Commission Expires: 10-21-2028



[Signature]
Notary Public

State of _____ - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that Bruce Edward Ford and Eugenia McNeely Ford personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 2024.

My Commission Expires:

Notary Public

State of _____ - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that Anne McNeely Stowe, Individually/Trustee a/h Gerry F. Stowe personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 2024.

My Commission Expires:

Notary Public

The foregoing Certificate(s) of _____ is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

By: _____ Register of Deeds for _____ County
Deputy/Assistant - Register of Deeds

EXHIBIT A**Tax Map: 130 Parcels: 0450000001 & 0450000002**

It is the Grantor's intent to convey all title and interest in and to that acreage as illustrated on Tax Map 130, Parcel 0450000001 and Parcel 0450000002, Office of the Rowan County Tax Assessor.

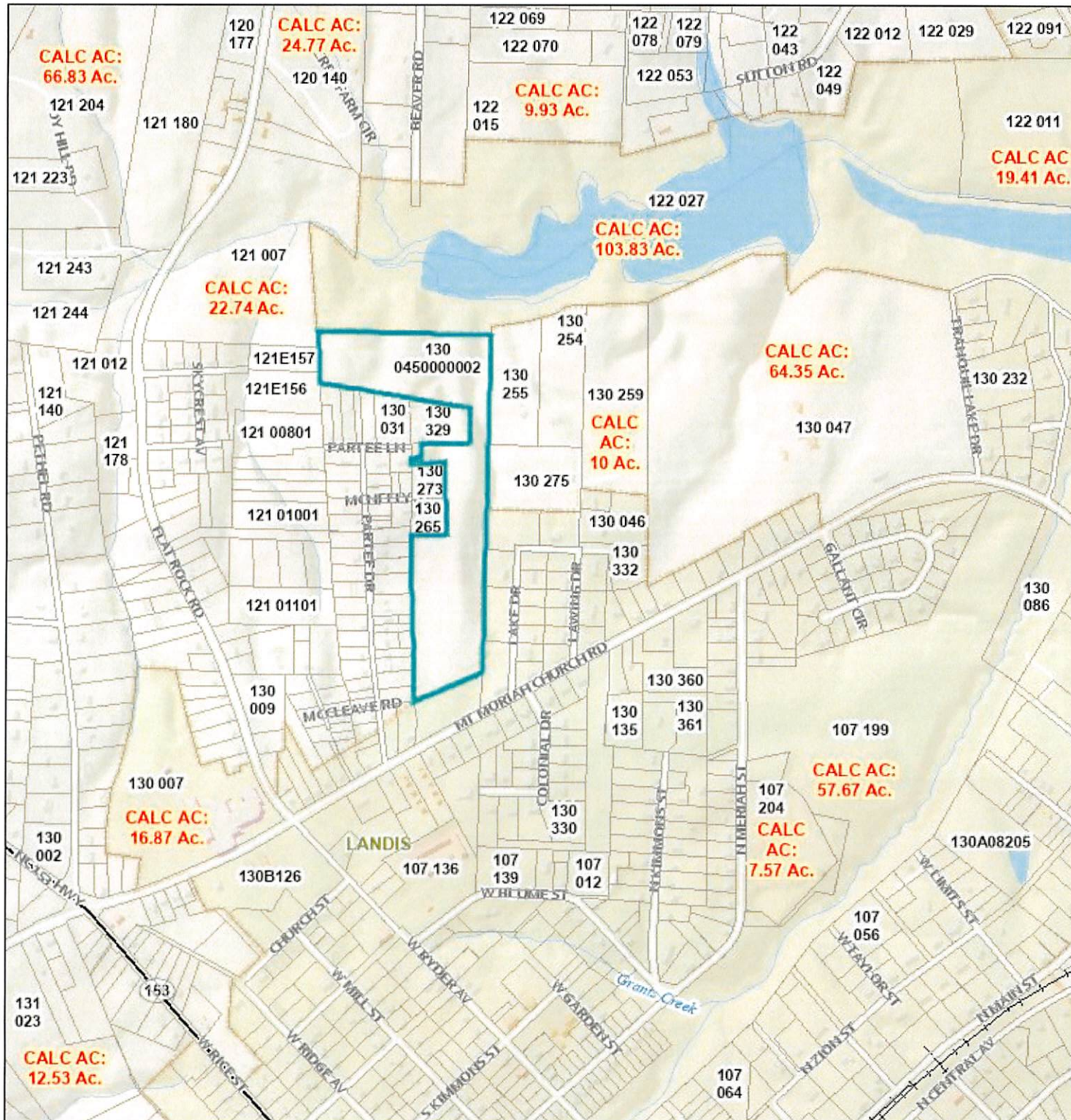
BEGINNING at a stake in the public road on H. E. Goodman's line; thence North 2 East 57 chains to a stake, Goodman's corner; thence North 78 West 6.24 chains to a stake; thence North 36 West 6.44 chains to a stone; thence North 2 East 2.37 chains across the branch to a stake near a poplar, J. H. Kirk's corner; thence North 43 West with the branch 3.35 chains to a stake; thence North 65 West with the branch 2 chains to a stone on the South bank of branch, Kirk's corner; thence South 4-3/4 East 14.54 chains to Fisher's corner; thence South 76-1/2 East 8.38 chains to Fisher's corner; thence South 1-1/4 East 31.62 chains to the public road; thence with the road to the **BEGINNING**, containing forty-one (41) acres, more or less. For further description, this land lies on the Tuckaseegee Ford Road West of China Grove.

The above-described acreage is diminished by those conveyances illustrated on Tax Map 130, parcels 265, 329, 273, and 276 a 7.494 acre Tract as set forth in Map Book 9995, page 8123.

The property hereinabove- described was acquired by Grantor by instrument recorded in Deed Book 676, page 030; Book 1155, page 817; Book 1286, page 202; and Book 1079, page 475.

Rowan County Assessor's Office Multiple Parcel Identification

Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
	130		045	00	00	00	1		13
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
	130		045	00	00	00	2		13
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT
Tract/Lot _____ Parcel ID	MAP	S/M	PAR	S/P	U/I/N	L/I/N	C/C	PART	INT



PARCEL ID: 130 045000002
 PIN: 5616-04-83-9267

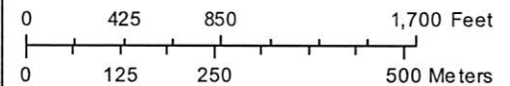
Owner Name:
 PHIFER MARY BETH MCNEELY ETAL

Mailing Address:
 312 JOHNSTONE RD

CLEVELAND NC27013-9480
 Property Address:
 0 MT MORIAH CHURCH RD

Tax District Code:138
 Tax District:E LANDIS SPEC ASSESSME
 Land FMV: \$280,497
 Land LUV: \$0
 IMP FMV: \$0
 Total Value:280497
 Deed Ref: 1286/202/2017
 Date Sold: 03/10/2017
 Sale Amt: \$0
 Legal Description:
 30.32AC TOTAL

1:10,072



**Resolution Directing the Clerk to Investigate an
Annexation Petition Pursuant to
Article 4A of G.S. 160A Governing Contiguous Annexations**

Resolution #2024-05-13-1

WHEREAS, a petition requesting annexation of an area described in said petition was received on the April 11, 2024 by the Town of Landis; and

WHEREAS, N.C.G.S. Chapter 160A, Article 4A, Part 1 provides that the sufficiency of the petition shall be investigated by the Town Clerk of the Town of Landis, North Carolina before further annexation proceedings consistent within the petition can take place; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Landis, North Carolina deems it advisable to direct the Town Clerk to investigate the sufficiency of the petition;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Landis, North Carolina that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition under N.C.G.S. Chapter 160A, Article 4A, Part 1 and to certify as soon as possible to the Mayor and Board of Aldermen of the Town of Landis the result of the investigation.

ADOPTED this the 13th day of May 2024

s/ _____
Meredith Bare Smith, Mayor

s/ _____
Madison Stegall, Town Clerk

TOWN OF LANDIS, NORTH CAROLINA

Certification of Sufficiency of Petition of Contiguous Annexation

Date: May 13, 2024

To the Town Board of Aldermen of the Town of Landis, North Carolina:

I, Madison Stegall, Clerk to the Board of the Town of Landis, North Carolina, do hereby certify that the request for voluntary annexation by the owners of real property located at:

0 Mt. Moriah church Rd., Landis, NC 28088 (Rowan County Parcel ID 130 0450000002 lying outside the Town Limits of the Town) has been investigated for sufficiency for voluntary annexation.

The result of the investigation of this petition has been found to be sufficient under North Carolina General Statute 160A-31.

Madison Stegall, Town Clerk

Date of Public Hearing: June 10, 2024

Time of Public Hearing: 6:00 P.M.

Resolution Fixing the Date of Public Hearing on Question of Annexation Petition Pursuant to Article 4A of G.S. 160A Governing Contiguous Annexations

Resolution #2024-05-13-2

WHEREAS, a petition pursuant to N.C.G.S. Chapter 160A, Article 4A, Part 1 requesting annexation of the area described herein has been received; and

WHEREAS, the Mayor and Board of Aldermen has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Landis, North Carolina that:

- Section 1. A public hearing on the question of annexation of the area described herein will be held at the Landis Town Hall, 312 South Main Street, Landis, NC 28088 at 6:00pm on the 10th day of June, 2024.
- Section 2. The area proposed for annexation is described as follows:
See Attached Map showing the parcel(s) lying outside of the Town Limits (Attachment A)
- Section 3. Notice of the public hearing shall be published in the Salisbury Post newspaper as required by law.

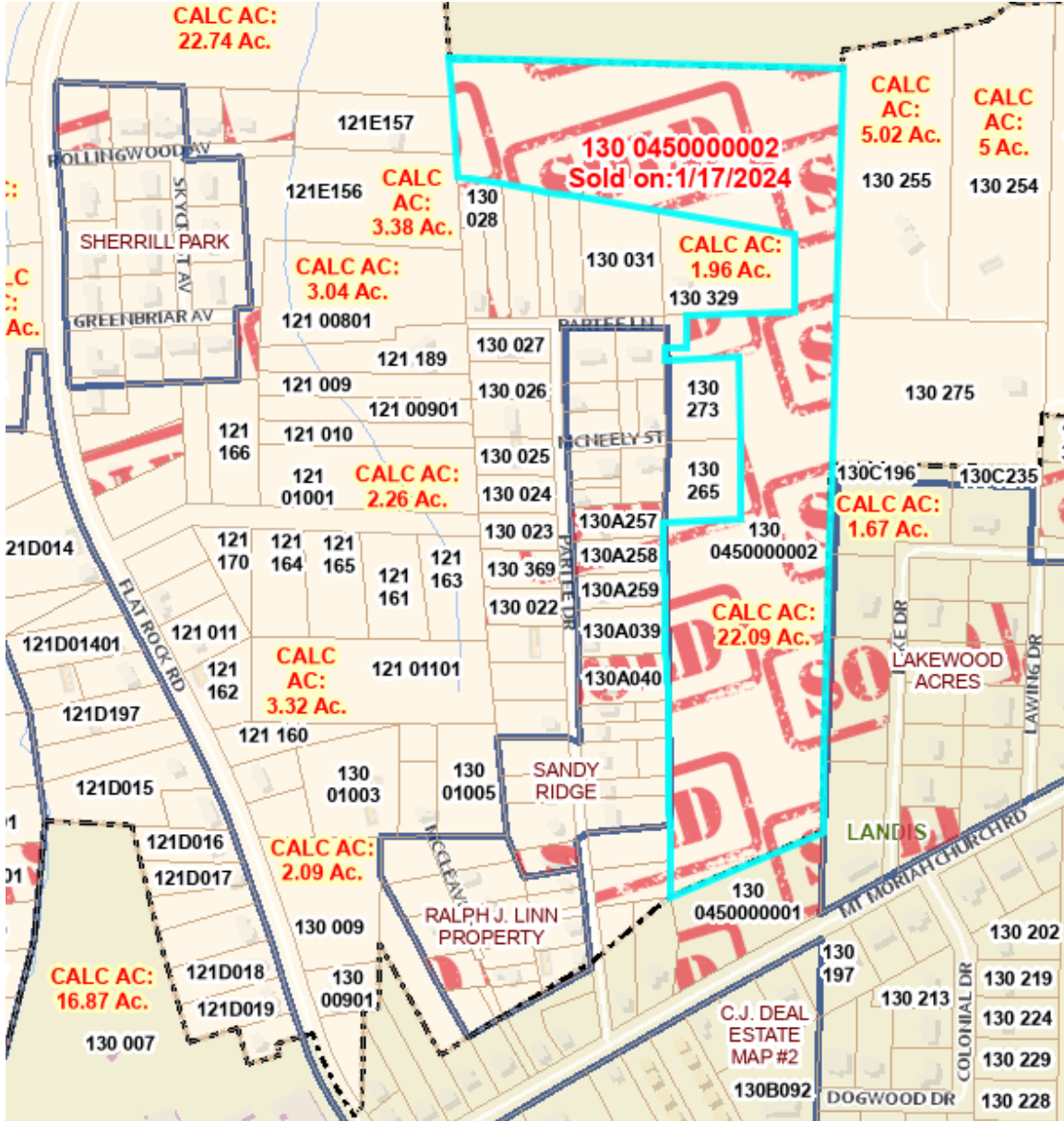
ADOPTED this the 13th day of May 2024

s/ _____
Meredith Bare Smith, Mayor

s/ _____
Madison Stegall, Town Clerk

ATTACHMENT A

Location Map from Rowan County GIS showing parcel 130 0450000002:



Resolution #2024-05-13-2



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Madison Stegall

ITEM TYPE: Consideration

AGENDA SECTION: Considerations

SUBJECT: **Consider Appointing Glenn Corriher as a member of the Town of Landis Planning Board and Board of Adjustments**

DETAILS:

Consider appointing Glenn Corriher as a member of the Town of Landis Planning Board and Board of Adjustments. Mr. Corriher currently resides on Mt. Morriah Church Road and is excited for this opportunity to serve his community.



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13,2024

SUBMITTED BY: Jessica St. Martin Parks & Rec Director

ITEM TYPE: Considerations

AGENDA SECTION: Consideration Agenda

SUBJECT: **Consider Approval of YMCA Contract**

DETAILS:

Consider the proposal from Rowan-Cabarrus YMCA, Kannapolis for Landis Pool usage for Summer 2024. The YMCA is proposing an agreement with The Landis Pool for 2 days of morning use to provide aquatics to their summer camp participants. The YMCA is requesting to use the Landis Pool on Tuesday’s and Thursday’s from 10:00 AM to 11:15 AM, beginning May 27th through August 9th. The YMCA pool facility is currently closed due to a roof structural issue. The YMCA will provide their own additional lifeguards during their visit. The Town of Landis will be listed as a camp sponsor and logo placed on the Welcome Banner displayed outside the YMCA. The YMCA will also certify all the Landis lifeguards at the cost of the American Red Cross Certification price. No additional cost for the instructor to conduct classes. Please see the attached proposal for the full proposal/agreement.

Proposal for use of Landis Swimming Pool, Summer of 2024 Agreement with Rowan-Cabarrus YMCA, Kannapolis Branch and Town of Landis Outdoor Pool

Purpose:

The Kannapolis YMCA is seeking a temporary solution to provide aquatics opportunities for our summer camp participants for the summer of 2023. Our YMCA indoor pool is currently closed due to a roof structural issue.

Kannapolis YMCA needs:

The YMCA would like to request the use of the Town of Landis outdoor pool 2 times per week, starting the week of May 27th for 11 weeks. We would request the use be on Tuesday and Thursday each week. This time allows each camper at least one day of swimming each week. Summer camp concludes on August 9th. Our program is closed on July 4th. The YMCA would like to request a second day of use on 4th of July week, to be determined.

YMCA will:

- Transport up to 50 campers each visit. Provide 2-3 lifeguards, a 1/25 ratio at all times.
 - YMCA will exclusively use YMCA/Red Cross certified lifeguards and provide all necessary lifeguard equipment.
- Provide supervision of campers 1/15 ratio and provide a minimum of 1 site supervisor.
- Swim for 60-75 min each visit; arrive at 9:45 am, enter pool by 10 am, exit pool by 11:15 am
- Be allowed use of picnic area for lunch time, assuring all trash is disposed of properly
- List the Town of Landis as a Camp Sponsor for our Summer Camp and place the logo on our Welcome Banner that will hang outside of the YMCA for all that drive by the YMCA will see.
- Certify all Town of Landis lifeguards for the summer of 2024 at the cost of the American Red Cross Certification price of \$55 per guard.
- Provide a Certificate of Insurance

Town of Landis will:

- Provide the pool admission from 10a-11:15a two days/week, beginning May 27th, and ending August 9th.
- Provide access to restrooms and use of picnic area during visit
- Provide access to outdoor play area for children that are not swimming during visit
- Be responsible for pool maintenance (proper chemical levels, cleaning and operating systems)
- Provide a Certificate of Insurance

5/1/2024
Date

Kendra Sanders- Senior Director
YMCA Staff Representative Name and Title

Kendra Sanders
YMCA Staff Representative Signature

Town of Landis Representative Name and Title

Town of Landis Representative Signature



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Jason Smith, Fire Chief

ITEM TYPE: Consideration

AGENDA SECTION: Considerations

SUBJECT: **Consider Approval of the Surplus of Fire Apparatus 581**

DETAILS:

Consider approval of the surplus of Engine 581, which is a 1998 Freightliner FL80 Fire Engine. Given the arrival of the new engine, the fire department plan is to place Engine 443 in a reserve/backup position. The department will also put a plan in place to use Engine 443 on any out-of-town calls. Additionally, Ladder 58 will function as another reserve truck. Car 44 can also be utilized for medical calls.

I make the recommendation to sell the truck as is, in its current condition. The department will take all equipment and hose off the truck to use on the new truck coming in.

I would recommend setting the reserve at \$30,000 dollars, given the compatibles on the market. I have included these compatibles in the packet for your review.

FOR SALE

VIN: 1FV6JLCB9WH831565

Title: On hand w/no restrictions

Year: 1998

Make: Freightliner

Model: FL80

Manufacturer: Quality Manufacturing in Talladega Alabama

Engine: ISL 8.3L Cummins

Mileage: 28757

Hours: 3580

Pump: Waterous 1500gpm

Poly Tank: 750 Gallons

Discharges: (5) 2.5" (1) LDH (3) Crosslays (2) Speedlays (1) bumper

Intakes: 6" passenger, driver and rear locations

Last Pump Test: 11/23

Last PM: 2023

(5) man cab (4 SCBA Seats)

5kva Standalone Honda Generator w/remote pilot

Pictured equipment is not included in the sale of the truck.

Description

This pumper was bought brand new in 1998 specifically for the Town of Landis Fire Department. It served as the front-line pumper from 1998 – 2006. The pumper was then placed as the second line pumper until 2012 when it was moved to third line pumper where it has remained. This apparatus has no notable cosmetic damages other than the driver seat could stand to be reupholstered. Air condition not the best but does work in the front; rear a/c blower fan ceased to work and was never repaired. Pump testing and preventative maintenance has been performed annually and records are available. No notable reason for selling other than downsizing our overall fleet and the apparatus sits other than its currently weekly check off.

FOR SALE

1998 Quality Freightliner FL 80 Pumper



Engine: ISL 8.3L Cummins

Mileage: 28757

Hours: 3580

Pump: Waterous 1500gpm

Poly Tank: 750 Gallons

Discharges: (5) 2.5" (1) LDH (3) Crosslays (2) Speedlays (1) bumper

Intakes: 6" passenger, driver and rear locations

Last Pump Test: 11/23

Last PM: 2023

(5) man cab (4 SCBA Seats)

5kva Standalone Honda Generator w/remote pilot



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Madison Stegall

ITEM TYPE: Consideration

AGENDA SECTION: Considerations

SUBJECT: Consider Donation of \$1,500 to Crime Stoppers of Rowan County

DETAILS:

Rowan County Crime Stoppers has requested the Town donate \$1500 for their organization.



Dear Mayor,

The **Rowan County Crime Stoppers** organization is once again becoming an integral element of law enforcement in our community. The organization had fallen to the wayside for several years, however, with the crime rate increasing, it is imperative for our participation to assist law enforcement in the apprehension of criminals.

Our organization operates solely on donations from the community. Without your financial support we cannot exist, therefore, we are requesting a donation from your town in the amount of \$1,500. We understand budgets are restricted and we are providing you with this request for your consideration for your 2024-2025 budget.

Thank you for your time and consideration in this most important matter.

Regards,

Ken Deal. President
Rowan County Crime Stoppers



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Michael Ambrose, Town Manager

ITEM TYPE: Consideration

AGENDA SECTION: Considerations

SUBJECT: **Consider Presentation of FY25 Budget**

DETAILS:
Consider presentation of the Fiscal Year 2025 Budget.



Item Cover Page

MEETING TYPE Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Staff

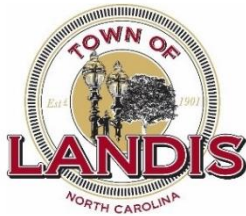
ITEM TYPE: Report

AGENDA SECTION: Reports

SUBJECT: **Departmental Reports**

DETAILS: Reports in Order:

- Parks and Recreation Report
- Utility Billing Report
- Public Works Report
- Police Report
- Fire Report
- Planning and Zoning Report
- Code Enforcement Report



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: May 13th, 2024

SUBMITTED BY: Jessica St. Martin, Parks and Recreation Director

ITEM TYPE: Report

AGENDA SECTION: Departmental Reports

SUBJECT: **April Report**

DETAILS:

Events:

Senior Lunch/ Bingo was held Wednesday April 3rd 12:00 Noon @ Trinity Lutheran Church. There were 17 in attendance.

We had a successful first Cruise-In on April 5th. The next one will be May 3rd. The participating vendors for the event will be Terry’s Dawgs, Munch N More, and Tacos Dona Zena.

Lake Corriher Park was the host site for the Chain Reactions disc golf tournament on April 21st. There was a total of 110 players.

Food Trucks on Central started April 4th. There will be a food vendor on site each Thursday during lunchtime hours of 11:00-2:00.

- Additional 2024 Event Dates: Love Landis Week- 4/29-5/4 (Shred it will be on site May 4th @Town Hall from 10-1)
- Cruise-Ins- 5/3, 6/7, 7/5, 8/3, 9/6
 - National Night Out- 8/6
 - Touch-A-Truck- 9/20
 - Fall Festival/Trunk or Treat- 10/26
 - Christmas Parade/ Tree Lighting- 11/26
 - Campfire Christmas by the Lake- 12/14

Park Operations: Park Hours (8am-8pm) went in affect April 1st. Routine lawn care, campsite and trail maintenance.

Disc golf course data tracked from UDisc

Rounds & Players: 353 rounds / 176 players / 613 hours spent on the course / 78 players visited for the 1st time.
Traffic & Tourism: 29 players visited from 30 miles away / 11 players from 150 miles away / 7 players from 300 miles
Players from 7 states visited the course, NC, GA, TX, OH, KS, MI, WY. Increase in all areas from March totals.

Pool Operations: New Lifeguard stands in place. Diving board renovations are in progress. Pool deck and sidewalks have been pressure washed. Routine cleaning monitoring and balancing chemicals. Preparing for permit inspection and opening season.

Working with HR to complete the hiring process for the summer staff.

Campsite Reservations: 17 **Shelter Rentals:** 0 **Daily Fishing Passes Sold:** 740 **State License:** 26

Boat Registration: 10 **2020 Ford Explorer Mileage:** 51669 **Ford F250 Mileage:** 169753



Item Cover Page

MEETING TYPE: Board of Alderman
DATE: May 13, 2024
SUBMITTED BY: Angie Sands, Deputy Town Clerk
ITEM TYPE: Report
AGENDA SECTION: Department Reports
SUBJECT: Monthly Report

DETAILS:

Utility Services Monthly Report

CASH PAYMENTS	431
CREDIT CARD PAYMENTS	1341
CHECK PAYMENTS	1480
BANK DRAFT PAYMENTS	422
DISCONNECTIONS	148
AMI ELECTRICAL METERS	3267
REMAINING MANUAL METERS	22
WATER METERS	2161
CUSTOMER USAGE PORTAL	456



Item Cover Page

MEETING TYPE: Board of Alderman
DATE: 04/30/2024
SUBMITTED BY: Blake Abernathy
ITEM TYPE: Report
AGENDA SECTION: Department Reports
SUBJECT: Monthly Report

DETAILS:

PUBLIC WORKS MONTHLY REPORT

Water - Sewer	
Taps	3
Irrigation Taps	4
Water Main Breaks	0
Meter Box Replacement	1
Hydrant (Water Quality Flushing) Routes	10
Meter/MXU Change Out	1
Water Pump Station (quantity 1) Quality	1
Sewer Lift Station (quantity 10)	Y
Monitoring and Repairs Needed for Sewer Lift Station	Y
Customer Calls/Resident Needs	20
New/Current Resident Work Orders, Start & Stop Service	13
Stormwater	
Requested Repair Quotes Requested for Attached Maps	-
Storm Drain Repair and Maintenance (All Public Works Employees Help)	-

Electricity	
Current/New Resident Work Orders	8
New (Temp) Service	8
Disconnects	-
Streetlights	10
Security Lights	5
Pole Repair/Replace	6
Outages	
Environmental:	0
Load Demand:	0
Vehicle Wreck:	0
Other:	2
Streets	
Weekly Schedule: Mon-Wed Bulk Pick up, Thurs-Fri Chipping/Leaves	
Rowan County Dump Runs	8
Customer Calls	Yes
Work Orders	Yes
Go Gov	Yes



Department Report

MEETING TYPE: Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Matthew Geelen, Police Chief

ITEM TYPE: Report

AGENDA SECTION: Departmental Report

SUBJECT: May

DETAILS:

Total Calls for Service (Including Self-initiated calls) – 1,270

Self-Initiated Calls – 1,157

Calls for Service – 111

Traffic Stops - 209

Traffic Accidents – 7

Vehicle Mileage:

LPD-081: 140,321	LPD-173: 76,057	LPD-231: 1,639
LPD-101: 104,501	LPD-174: 65,030	LPD-232: 3,620
LPD-131: 105,548	LPD-175: 67,266	
LPD-151: 68,898	LPD-176: 62,798	
LPD-161: 71,665	LPD-177: 78,390	
LPD-171: 62,798	LPD-212: 21,301	



Item Cover Page

MEETING TYPE: Board of Alderman

DATE: 4-29-24

SUBMITTED BY: Jason Smith

ITEM TYPE: Monthly Report April

AGENDA SECTION:

SUBJECT:

DETAILS: MONTHLY REPORT: April

Medical Calls: 45

Fire: 37

Traffic Accident: 4

Mutual Aid Given: 33

Mutual Aid Received: 8

Total all calls: 86

VEHICLE MILAGE:

ENGINE 443-OUT OF SERVICE

ENGINE 442-36766

LADDER 58-22586

ENGINE 581-28763

CAR 44-136955

CHIEF 440-18388

LANDIS DEVELOPMENT PLANS UNDER REVIEW


Section 7, Item 7.1

Application #	Name (surveyor & owner)	Job Address	Type/# of lots	Status FEES PD
<p>SITE-07-21 PLANNER OFFICE (GRAY FILE DRAWER) WAS JOHNSON/WOOD- NEW NAME: VILLAS AT LANDIS RYDER PLACE (11-8-22)</p>	<p>Yarbrough-Williams & Hoyle (Nest Communities, LLC/Johnson Wood Townhomes) FEES PD:</p>	<p>Corner of E. Ryder Ave & Upright Streets Map 109 149 & 133 165</p>	<p>Major Subdivision Duplex, Townhomes, SF</p>	<p>10-11-21 Application/sketch rec'd 10/11/21 \$100 SKETCH REVIEW 10-12-21 sketch plan reviewed by RF 11-16-21 \$100 rec'd for review 11-29-21 \$2,092.11 rec'd for technical review of plans. 12-8-21 TECH REV TEAM MTG 3-29-22 Zoning verification letter 4-12-22 Received updated infrastructure information- Capacity Analysis 6-2-22 PLANS REC'D 6-21-22 TRC REVIEW of PLANS 8-10-22 PL. BD REV. *SITE DEV PLAN APPROVED AS NOTED- NEXT STEP: CONSTRUCTION PLANS 8-23-22 email with St. light update to plan 9/20/22 \$22,026.16 CONSTRUCTION PLANS REC'D WITH CALCULATIONS (BESIDE MAP CAGE) 11-15-22 ENGINEER memorandum rec'd. 11-28-22 emailed-waiting on water/sewer plans 12-6-22 Water/sewer plans emailed, waiting on hard copies- REC'D 12-7-22 12-8-22 NCDOT driveway permit completed and rec'd. 12-15-22 final initial comments on w/s notified applicant to p/up their set of plans w/comments ✓ 12-19-22 PICKED UP 1-3-23 ACTIVE FILE 1-5-23 REC'D NCDOT DRIVEWAY PERMIT W/CONDITIONS 2-2-23 REC'D REQ. FOR HIGH DENSITY DEV. AGR. 3-20-23 PUB. HEARING FOR DEV. AGREEMENT 3-20-23 Board Approved Dev. Agreement 4-12-23 revised plans rec'd 4-26-23 RF reviewed plans, waiting on stormwater review. (Tristin is aware) 5-16-23 Stormwater review completed. NEXT STEP CONSTRUCTION CONFERENCE date: 05-24-23 @ 2pm 5-17-23 DEV. PLANS & DEV. AGR P/UP 5-23-23 1st submittal POST DEV. PLAN, NCDEQ FORM, DEEDS, USGS MAP, WETLAND DELINEATION</p>

<p>(CONT.) #07-21 RYDER PLACE</p>				<p>5-24-23 Pre-Construction meeting - **Construction authorized upon completion of fees and several other requirements. 5-30-23 Operation and Maintenance Agreement rec'd 6-6-23 Sent Zoning Permit Application 6-16-23 Stormwater Report From Alley William Carmen & King 7-5-23 Rec'd water system specs. 8-9-23 Stormwater specs reviewed ready for pickup. 8-10-23 stormwater reviews p/up by courier. 12-7-23 Dev. Petition to NCDEQ for w/s regulation exception 1-25-24 issued Willingness to Serve for electricity 2-13-24 Rec'd NCDEQ Auth. For water system 2-20-24 Issued Willingness to Serve water and waste</p>
<p>SITE 11-21 FILE DRAWER NEW NAME: <u>LANDIS APARTMENTS</u></p>	<p>Steve Ross – Dynamic Developers of the Carolinas, LLC Mark Siemieniec- Architect</p>	<p>716 W. Ryder Ave & Mt. Moriah Ch. Rd Map 130b 096</p>	<p>PROPOSED TOWNHOMES APARTMENTS</p>	<p>12-22-21 PAYMENT: \$100 SKETCH PLAN REV. 12-28-21 RF to Engineer, email with comments re sketch plan layout. 2-8-22 R. Flowe mtg w/Developer Engineer 5-16-22 DEV. MTG WITH R FLOWE SKTECH PLAT REV. 7-5-22 PAYMENT \$100 FOR 5-16-22 REVIEW 7-15-22 REC'D 2 COPIES OF PRELIMINARY SITE PLAN- <i>Location: floor beside map cage</i> <i>Payment: site plan rev. \$388.25</i> 8-10-22 PL. BD REVWD. PLAN REJECTED. DEV WILL SUBMIT ANOTHER SITE PLAN 10-19-22 rec'd revised plan 11-8-22 OVERVIEW W/PL. BD. 11-16-22 MTG W/FLOWE & MNGR- WILL RE-SUBMIT PLANS NO TRC ON CURRENT PLANS. 12-6-22 REC'D REVISED PLANS. R FLOWE COMMENTED. EMAILED ARCHITECT W/COMMENTS 12-21-22 re-sent email of 12-6-22 to architect/confirmed recpt. 1-3-23 ACTIVE FILE 2-8-23 revised plan sent by email- next step is site dev. Plan rev. 2-28-23 PLAN HARD COPIES REC'D 2-28-23 PAYMENT: \$388.25 site plan rev. 3-2-23 REC'D REVISED SITE PLAN 3-15-23 Revised Site Plan approved- next step-construction plans & review</p>

Section 7, Item 7.1

<p>#11-21 LANDIS APTS</p>				<p>5-17-23 SC spoke w/Arch. M. SIEMIENIEC- Construction plans to be del today 5-18-23 per M.Siemieniec. plan del delay 5-24-23 CONSTRUCTION PLANS REC'D 5-31-23 FEES PAID FOR REVIEW. \$10,266.55 **Fees include zoning permit application when ready **=PLAN REVIEW(RD,PARK/LOAD/DRAINAGE,W/S LINES, STORMWATER, PERMIT APPLICATION) 6-23 & 28th TRC REVIEW OF PLANS- NOTES ADDED- DEV. P/UP THEIR SET OF PLANS W/NOTES 7-25-23 REC'D 2 SETS OF REVISED CONST PLANS 7-27-23 R FLOWE REVIEWED PLANS- ISSUED EMAIL TO TECH. REV. COMM. TO REVIEW PLANS IN T.HALL 8-3-23 Fire Marshal reviewed plans 8-9-23 Plans ready for p/up, emailed Engineer. ✓ 11-08-23 Rec'd Erosion & Soil Sedim. From County 11-8-23 Pre-const. mtg set for 12-13-23 @ 9a.m.✓ 12-13-23 Stormwater calcs needed.</p>
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 **YEAR 2022**

Application #	Name (surveyor &/OR owner)	Job Address	Type/# of lots	Status FEES PD
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<p>SITE DEV 09-22 <u>IRISH CREEK PREL. PLAT</u> <u>LANDIS PORTION PHASE</u> <u>2&4</u></p> <p>SITE DEV 09-22</p>	<p>LENNAR CAROLINAS – LAND DESIGN ENGINEER NOTICE OF INTENT FOR NEW DEVELOPER- SHEA HOMES</p>	<p>CANNON FARM RD</p>	<p>430 LOTS- MU-1 & SFR-2 CZ</p> <p>ZMA 24-04-08-1 MU-1 TO SFR-3</p>	<p>9-6-22 REC'D PLAT W/\$3,000 9-13-22 REC'D MASTER PLAN PRELIMINARY PLAT W/\$5,140 AND \$4,580 TOTAL \$12,720 9-13-22 PLAT OVERVIEW W/PL BD. ✓ 12-6-22 ACTIVE FILE 3-7-23 NO ACTIVITY 7-25-23 NOTICE OF NEW DEVELOPER INTENT FROM ATLANTIC AMERICAN PROP. 9-5-2023 MTG W/PL. DIR. W/NEW DEV. 9-25-23 MTG W/PL DIR. FLOWE 9-28-23 REC'D MEETING NOTES 12-12-23 Rec'd form w/ZMA request no funds rec'd 12-19-23Rec'd partial fee for ZMA request 1-3-24 Rec'd full funds for ZMA request- March BOA mtg 2-13-24 Planning Bd did not meet- April BOA mtg 2-15-24 Utilities meeting with Dev.& Land Design 2-26-24 Neighborhood Meeting for Phase II Site 3-6 & 3-7 Water/Sewer Plans rec'd 4-08-2024 PUB. HRNG ZMA- approved</p>
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LANDIS DEVELOPMENT PLANS UNDER REVIEW

<p><u>IRISH CREEK PREL. PLAT</u> <u>LANDIS PORTION PHASE</u> <u>2&4</u></p>				<p>4-16-24 Irish Crk Development Team met with P/Z</p>	<p>Section 7, Item 7.1</p>
<p>SITE DEV #10-22- LANDIS RIDGE LANDIS 85 <u>OLD BEATTY FORD RD</u> <u>INDUSTRIAL SITE</u></p> <p>NAME CHANGE: <u>LANDIS RIDGE</u> <u>LANDIS 85</u></p> <p><u>DEV #10-22</u> <u>LANDIS RIDGE</u></p> <p><u>OLD BEATTY FRD RD</u> <u>IND SITE</u> <u>LANDIS 85</u></p> <p><u>DEV #10-22</u></p>	<p>RYAN BEADLE/JACKSON-SHAW- LIPE, MILLS, DEAL PROPERTIES</p>	<p>OLD BEATTY FORD RD INDUSTRIAL SITE</p>	<p><u>ANNEX & ZMA</u> <u>LOTS:</u> MAP 140, PARCELS: 003,167, 138, 169 & 170 <u>11-14-22- BD</u> <u>APPROVED</u> <u>ANNEXATION</u> <u>ZONING: IND</u> <u>2-13-23 BD TO</u> <u>CONSIDER</u> <u>ANNEXATION</u> <u>WITH PUB.</u> <u>HEARING ON</u> <u>MARCH 20, 2023</u> <u>-BD APPROVED</u></p>	<p>9-13-22 REC'VD PAYMENT \$600 ZMA REQ. ANNEX W/ ZMA NOV.8 & 14 2022 MTGS 11-14-22 BD APPROVED ANNEX & IND ZONING 12-6-22 ACTIVE SITE- PLANS DEVELOPING 12-8-22 NCDOT TRAFFIC IMPACT STUDY CHECKLIST REC'D 12-20-22 2 CHECKS OF \$875 REC'D = \$1,750 FOR: 1) ZMA W/ANNEX APPL. (APPL. REC'D 12-15-22) 2) & ZTA (TEXT AMEND.) 1-3-2023 ACTIVE FILE 1-09-23 ANNEXATION REQ. TABLED UNTIL FEB 2-13-23 ZTA APPROVED ANNEX AND MAP AMEND SET FOR MARCH PUB HEARING. 3-1-23 SITE PLAN REV. W/ DEV & PUB. WORKS 3-14-23 FUNDS REC'D FOR: SITE PLAN REVIEW & PREL PLAT REVIEW: \$4,801.75</p> <p>3-20-23 Pub. Hearing Annexation additional properties, req. IND zoning. BOARD APPROVED 4-11-23 Plan revisions received. 4-26-23 Plan review completed with comments. 4-27-23 R Beadle picked up Dev. Copy with comments. 5-25-23 Zoom mtg w/R Flowe 6-13-23 NCDOT scoping documents received 8-2-23 rec'd updated site dev. Plans from Developer 8-2-23 rec'd NCDOT updated TIA scoping docs link 9-19-23 REC'D REVISED SITE PLAN PGS 3,4 &5 ON REVIEW TABLE FOR TRC- REVIEWED 10-18-23 REC'D W/S WILLINGNESS TO SERVE REQUEST 10-23-23 PLANNING BOARD MTG UPDATE ✓ 11-14-23 Mtg req. by Developer- ZOOM W/RFLOWE 11-21-23 FUNDS REC'D FOR SITE PLAN REVIEW 11-30-23 WAITING ON CONSTRUCTION PLANS 12-21-23 Rec'd revised Const. plans & all documents 12-21-23 FUNDS REC'D \$36,136 FEES. 1-2-24 DIGITAL FILES REC'D 1-24-24 TRC mtg held – examined plans 2-13-24 Meeting with Developer and Eng. Review of TRC 2-14-24 Address from Rowan Cty GIS for constr.: #619 3-12-24 REC'D REV. CONST. PLANS & CALCS WAITING ON ENG. REVIEW</p>	

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 7, Item 7.1

LANDIS RIDGE				3-27-24 PRE-CONSTRUCTION MEETING HELD 4-24-24 PERMIT FOR TEMP CONST. OFFICE 5-1-24 PERMIT FOR BLDGS 1A, 1B, & 2
ALL 2023 2023 PROJECTS. NOW IN	CONSTRUCTION PHASE			
<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>
Application/ Site #	Name (surveyor & owner)	Job Address	Type/# of lots	Status, FEES PD
SITE 01-24	DOMINION ENERGY	MT MORIAH CH RD		UTILITY – GAS LINE INSTALLATION ON TOWN EASEMENT/ FLOODWAY/FLOODPLAIN 2-7-24 PLANS REC'D
SITE 02-24	OCAMPO- Owner WEITHORN-Surveyor	2410 US 29	BUILDING EXPANSION/ IMPROVEMENTS	2-28-24-ELECTRONIC SITE PLAN REC'D 3-5-24 REC'D \$325 SITE PLAN REVIEW FEE 4-3-24 Rec'd hard copies of site plan- waiting on building elevations
PLANS IN CONSTRUCTION/ REVIEW				

<p>SITE 02-23 CONCRETE PLANT- NEW OWNERSHIP/ NEW PLANS- ZONING PERMIT ISSUED 5-17-23</p>	<p>William N. West Owner Crete Solutions</p>	<p>220 OLD BEATTY FORD RD</p>	<p><u>CONCRETE PLANT</u></p>	<p>04-11-2023 PD \$6,188.83 NEW SITE PLANS, STORAGE CALCS. 4-26-23 RF review & staff rev. complete comments on plans 4-27-26 Owner/Dev. Bill West p/up set w/comments. 5-9-23 Rec'd partial set of plans- advised need complete sets. 5-10-23 rec'd 2 complete sets of plans w/revisions 5-17-23 R. Flowe to Developer West, plan set – scale is off. West to deliver a new complete plan set to NFocus Office this day. Flowe to review and sign zoning permit application if plans are approved. 5-17-23 Plans rec'd. R. Flowe approved plans for site construction. Zoning Permit #ZN-23-27 issued. Site work active. 3-27-24 POSSIBLE SITE REVISION 4-3-24 REVISED SITE PLAN \$525 PD</p>
<p>SITE 03-23 PINNACLE PARKING LOT SITE PLAN</p>	<p>CESI ENGINEERING JASON MARTINEZ(SITE)</p>	<p>1600 PINNACLE WAY DR.</p>	<p><u>NEW DRIVEWAY- PARKING LOT EXPANSION</u></p>	<p>7-12-23 PLANS RECEIVED W/FEE PD \$875 8-1-23 PLAN REVIEW R FLOWE- MEETING RESULTS: NEW PLANS WILL BE SUBMITTED ASAP. 9-6-23 PLANS SUBMITTED 9-12-23 PLAN REV. RFLOWE AND T. WALTERS- REVIEW CONTINUES 9-19-23 RFLOWE & TWALTERS SIGNED OFF ON PLANS. EMAILED ALL- DEV. SET READY AT FRONT DESK. 9-25-23 PLANS P/UP 9-27-23 NCDOT APPROVAL, SIGNED DRIVEWAY PERMIT</p>
<p>SITE 01-23 BYRNE PROP KIMBALL RD PERMIT ISSUED 11-30-23</p>	<p>SHANNON SPARKS SURVEYOR BYRNE PROP. INC</p>	<p>KIMBALL ROAD MAP 123B 115</p>	<p><u>TOWNHOMES 9 PROPOSED</u> 9-11-23 BD ALD APPROVED DEV. AGREEMENT</p>	<p>2-2-23 SKETCH PLAT REVIEW & CONSULT 2-2-23 PD \$245 SKETCH PLAT REV. & CONSULT 4-13-23 PD \$1085 FOR SITE PLAN REVIEW 4-26-23 Plans Reviewed by RF- approved. TRC & PL BD. (JUNE 21,2023) 6-27-23 owner paid for all tap fees \$45,000 6-29-23 rec'd updated plans 8-1-23 rec'd revised plan 8-8-23 Pl. Bd to review Dev. Agreement for Kimball Landing 9-11-23 BD ALD. Pub. Hearing for Dev. Agreement- APPROVED 9-27-23 DEV. AGREEMENT SIGNATURE BY DEV. 10-18-23 CONSTR. PLANS REC'D. 10-18-23 PAYMENT OF \$325PARTIAL CONSTR PLAN REVW 10-18-23 PAYMENT OF \$680 (8 TWNHMS- zoning permit) 10-19-23 RFLOWE REVIEWED. NEED UPDATED BUILDING ELEVATIONS TO CURRENT PLAN. 10-24-23 DEVELOPER AWARE OF PLANS NEEDED.</p>

				<p>10-26-23 UPDATE CONST. PLANS REC'D</p> <p>10-26-23 PAYMENT OF \$627- REMAINDER OF CONST REVW FEES PD.</p> <p>11-29-23 PRE-CONST MTG</p> <p>11-29-23 PLANS APPROVED FOR CONSTRUCTION</p> <p>11-30-23 PERMIT ISSUED FOR SITE WORK</p> <p>3-13-24 BUILDING BEGINNING</p>
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<p>SITE DEV 04-22</p> <p>RICE RD TWNHOMES</p> <p>PERMIT ISSUED 12-28-22 FOR SITE DEV.</p>	<p>JOURNEY CAPITAL, LLC</p> <p>ANDREW WALTZ 704-453-2700</p> <p>RICE RD TOWNHOMES</p> <p>ACTIVE FOR REVIEWS</p>	<p>221 E RICE STREET</p>	<p>TOWNHOMES</p>	<p>1-12-22 MTG R FLOWE</p> <p>PAYMENTS: 5-11-22: \$325, 5-17-22: \$1,812</p> <p>6-21-22 TRC MTG TO REVIEW</p> <p>PLAN- Location: <i>IN map cage</i></p> <p>8-10-22 PL. BD REV. -DEV/ENGINEER NEED TO MEET TO DISCUSS WITH R FLOWE</p> <p>9-1-22 MTG W/FLOWE NEXT STEP: SUBMITTAL OF REVISED SITE</p> <p>11-3-22 REVISED PLANS REC'D</p> <p>11-8-22 PL BD OVERVIEW</p> <p>11-22-22 TRC COMMENTS COMPLETE</p> <p>11-30-22 PLANS W/COMMENTS READY FOR P/UP</p> <p>12-5-22 plans p/up by developer for review/revisions</p> <p>12-13-22 REC'D REVISED PLANS</p> <p>12-15-22 PLANS REVIEWD BY RFLOWE APPROVED AS NOTED READY FOR PICK UP (EMAILED)</p> <p>12-19-22 PICKED UP by developer</p> <p>12-19-22 rec'd zoning permit appl by email.</p> <p>12-28-22 rec'd address from county</p> <p>12-28-22 issued zoning permit # ZN-22-81</p> <p>4-18-23 Rec'd 1 new page to plans.</p> <p>4-26-23 RF review, waiting on stormwater review, still need correct buildings sheet.</p> <p>5-2-23 STORMWATER REVIEWED</p> <p>5-3-23 Emailed screenshot of comments- Waiting on corrected buildings sheet.</p> <p>5-16-23 REC'D 2 COMPLETE SET OF PLANS</p> <p>5-16-23 PLANS APPROVED –DEV. To p/up NEXT STEP: PRE-CONST. CONF. SET 05-24-23 @ 3:30 PM</p> <p>5-19-23 PLANS P/UP</p> <p>5-24-23 Pre-Construction meeting - **Construction authorized upon completion of fees and several other requirements</p> <p>6-6-23 Const. Admin Fees Pd: \$1,180.50</p> <p>6-30-23 UPDATED PLANS REVIEWED-APPROVED</p>
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<p>#04-22 RICE ST. TWNHMS CONT.</p>			<p>7-6-23 REC'D MATERIALS LIST SITE DEV # 04-22 RICE STREET TOWNHOMES CONT. REVIEW OF W/S, BLDG ELEVATION FEES PD: PREL PLAT \$450, SKETCH PLAN \$100, UNITS \$100 SITE WORK ACTIVE 10-11-23 REC'D UTILITY AS BUILTS 10-16-23 PLANS ACCEPTED BY RFLOWE 10-17-23 EMAILED DEV. READY FOR PICK UP 10-18-23 FINAL PLAT- MYLAR REC'D 10-19-23 R FLOWE SIGNED PLAT 10-25-23 ENGINEER W.WEBB REVIEWING FOR SIGNATURE 10-31-23 MORE INFO NEEDED- EMAILED DEVELOPER- as-built drawings, construction certifications from the design engineer, and cad files for the water, sewer, and storm drainage locations 11-8-23 Rec'd mylar – waiting on State permits 11-16-23 mtg w/state rep re approvals 11-20-23 application submitted with NCDEQ 11-21-23 REC'D \$350 FINAL PLAT FEE 2-7-24 REC'D PERMIT FEES FOR 10 TOWNHOMES (10X\$50 2-8-24 PER UNIT FEES PD FOR 10 TOWNHMS (10 X \$35) 2-8-24 PERMIT ISSUED FOR 5 TOWNHMS 2-14-24 Rec'd NCDEQ permit to construct water system. 2-21-24 NCDEQ permit to construct wastewater system. 3-27-24 VIOLATION NOTICE TO DEVELOPER \$9,654.66 4-29-24 SEWER CERT REQUEST</p>
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Town of Landis
Division of Land Use
Zoning Permits Issued – Year 2024

Section 7, Item 7.1

Permit #	Date	Name	Job Address	Permit Use
ZN-24-01	01-03-24	NIBLOCK	2411 CALLAGHAN CT	NEW SFR
ZN-24-02	01-09-24	JAMES/PAR 3	112 N CENTRAL AVE #ZN-23-40 REVISED.W/TOWN AGREEMENT – ADDITION	
ZN-24-03	01-10-24	TARLTON	109 S CORRELL ST	ACCESS. BLDG
ZN-24-04	01-10-24	ADKINS	400 N BEAVER ST	NEW DECK
ZN-24-05	01-11-24	LESARGE	510 N CENTRAL AVE	FENCE
ZN-24-06	01-11-24	ROBLES	212 W LIMITS ST	NEW SFR
ZN-24-07	01-17-24	TRINITY LUTHERAN	108 W RICE ST	NEW SIGN
ZN-24-08	01-23-24	SOTELO	1020 LINN ST	REMODEL & ADDITION
ZN-24-09	02-07-24	NIBLOCK	959 TAMARY WAY	NEW SFR
ZVL-24-01	02-07-24	PZR.COM	OLD BEATTY FORD RD PROJ.	ZONING VERIF. LETTER
ZN-24-10	02-08-24	RUTLEDGE	503 S CENTRAL AVE	REMODEL
ZN-24-11	02-08-24	JOURNEY CAP	207 E RICE ST	TOWNHOME
ZN-24-12	02-08-24	JOURNEY CAP	209 E RICE ST	TOWNHOME
ZN-24-13	02-08-24	JOURNEY CAP	211 E RICE ST	TOWNHOME
ZN-24-14	02-08-24	JOURNEY CAP	215 E RICE ST	TOWNHOME
ZN-24-15	02-08-24	JOURNEY CAP	219 E RICE ST	TOWNHOME
ZVL-24-02	02-14-24	STANDARD TITLE	PARKDALE MILL PROP	ZONING VERIF. LETTER
ZN-24-16	02-15-24	NIBLOCK	1060 IRISH CREEK DR	NEW SFR
ZN-24-17	02-27-24	EASTER	503 WINDWARD LN	ACCESS.- DECK
ZN-24-18	03-07-24	REAUME	115 W GARDEN ST	NEW BUSINESS
ZN-24-19	03-21-24	CAROLINA BUILDERS	220 W LIMITS ST	NEW SFR
ZN-24-20	03-27-24	KRAVICE	703 S MAIN ST	FENCE
ZN-24-21	04-23-24	NIBLOCK	2440 CALLAGHAN CT	NEW SFR
ZN-24-22	04-23-24	NIBLOCK	2420 CALLAGHAN CT	NEW SFR
ZN-24-23	04-24-24	SHIRLEY	1015 WOODFIELD DR	FENCE
ZN-24-24	04-24-24	FRAMPTON CONST.	619 OLD BEATTY FORD RD.	TEMP. PORTABLE OFFICE (LANDIS RIDGE)

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
MINIMUM HOUSING			
HC-20-02	property near intersection of East Ryder Avenue and Coldwater Street	Villas at Landis Development LLC (Ryder Place Development)	abandoned unoccupied mobile office or classroom structures. Notice issued and have spoken with one of the partners arranging for the demolition and removal. Recent attempts to contact failed. Will continue other options.
HC-21-04	314 Town Street	Ruth C Deadmon (Heirs)	occupied substandard dwelling without water, sewer or electric services. Full inspection conducted. Hearing held and Findings of Fact and Order issued to Repair or Close by a date not later than 05-05-2024. Will follow up on 05-08-24 for compliance.
HC-21-08	317 East Corriher Street	Gail D Jackson	unsafe and unsanitary conditions inside and outside the house. Conducted inspection with warrant. Hearing held with decision she will continue with clean up and I will conduct periodic inspections until compliance is met. Follow up inspection delayed due to her health conditions.
HC-24-01	109 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-02	111 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-03	201 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-04	202 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-05	203 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-06	205 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-07	206 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-08	207 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-09	209 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-10	210 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-11	211 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-12	212 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-13	214 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-14	215 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-15	216 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-16	217 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-17	807 North Zion Street	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-18	809 North Zion Street	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon..
HC-24-19	1020 Linn Street	Jesus Dotelo Andrade & Susana Bernal Lorenzo	Substandard housing conditions. Pending inspection.
HC-24-20	103 Church Street	Stephen A & Paatricia G Stancil	Substandard housing conditions. Pending inspection.
NUISANCES			

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-23-04	210-214 Rankin Road	Mary Theresa Martin	Various forms of trash, debris and similar materials. Met on site with the owner and he has begun abatement actions. Notice issued with new deadline off 06-16-24 and will follow up again with owner.
PN-23-18a	316 North Beaver Street, accessed from North Upright	Villas at Landis Ddevelopment LLC	demolition and building material debris, trash, and large pieces of tree trunks and other forms of debris. Notice issued with no response from owners. Dumping continues to grow. In conversation with developer. Pending abatement by the Town.
PN-23-20	504 East Corriher Street	Edwin Ray Jones	report of dumping of concrete and similar materials in the gulley behind the house. During a site visit and due to the reduction in the foliage, it was observed that the dumping is coming from the subject property. Pending notice.
PN-23-22	209 West Hoke Street	Margaret Morris Lisk	various forms of trash and debris. Notice issued. Met on site with owner and friend who are beginning clean up. In frequent contact owner and friend. Progress continues very slowly and I have a site inspection appointment with the owners on 05-08-24.

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-24-01	property near intersection of East Ryder Avenue and Coldwater Street	Villas at Landis Development LLC (new owners)	abandoned dilapidated mobile office or classroom structures. Notice issued one of the owners responded relating the structures would be removed soon. No further actions by the owners, Pending other enforcement actions.
PN-24-02	404 Blume Street	Straight Path Real Estate Solutions LLC	Erosion control issue causing mud slides and damage to the adjoining property. Pending additional research for possible notice of violation.
PN-24-03	705 West Ridge Avenue	Jesse Mahaley Spears	various forms of debris, junk and other material collections openly stored on the property. Notice issued and abated by owner. CLOSED 04-02-24
PN-24-04	707 & 709 West Ridge Avenue	Bernardo Huizar	Trash, debris, building material debris, junked/nuisance vehicles and possible business use of the property. Notice issued and major progress has been noted. Will follow up for completion on 05-08-24.
PN-24-05	107 North Meriah Street	James A Hall Jr Heirs	trash, debris, and other similar items along with junked/nuisance vehicles again. Pending contact and notice of violation.

Case Number	Violation Address	Owner or Occupant	Status or Conditions
ABANDONED-JUNKED-NUISANCE VEHICLES			
MVO-24-01	110 Upright Street	T D Enterpris Inc	All outside violations have been abated by the tenant and owners. Case will remain open to monitor.
MVO-24-02	616 South Main Street	Dwayne & Arnold & Carlyin Crouch	Abandoned business with multiple junked/nuisance vehicles remaining. Notice issued and met with owners on site. Most vehicles had been removed and they were arranging forr vehicle owners to pick up 05-08-24.
ZONING			
Z-23-02	303 Buford Drive	Fon Ernest	Planning Department is handling the final aspects of these issues. CLOSED 04-24-24
Z-24-02	512 West Blume Street	Next Project LLC c/o Rosa Quijada	construction of a residential addition without required zoning permits. Notice of violation - Stop Work Order issued on 04-30-24.

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
Non-Residential Buildings			
NR-24-01	2570 South US 29 Hwy	Joseph J Rojas	Commercial building convenience store. Severe defects and dilapidation. Inspection conducted on 04-02-24. Pending report completion and scheduling of hearing.
NR-24-02	616 South Main Street	Dwayne & Arnold & Carlyin Crouch	Commercial building Auto Repair shop abandoned. Severe defects and dilapidation. Inspection conducted on 04-02-24. Pending report and scheduling of hearing.



Item Cover Page

MEETING TYPE Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Jeneen McMillen, Finance Director

ITEM TYPE: Report

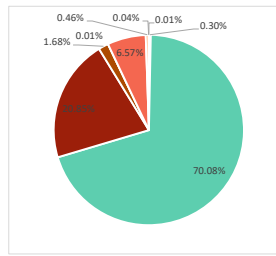
AGENDA SECTION: Reports

SUBJECT: **Financial Dashboard**

DETAILS:

Town of Landis
FY 24 Monthly Summary
April 2024

Operating Budget Revenues	Budgeted FY24	April	FY24 YTD	%
Annual Sales Tax from Rowan County	-	-	26,146	0%
Property Tax - Current (Monthly)	2,127,862	-	2,077,675	98%
Tax Collection - Prior Years (Monthly)	35,000	-	20,056	57%
Vehicle Interest	1,400	-	1,351	97%
Interest and Penalties	10,000	-	4,121	41%
Property Tax Auto - Current (Monthly)	212,977	-	147,023	69%
Vehicle Tag Fee	63,000	-	44,980	71%
Building Rental Fees	7,200	575	8,150	113%
Sponsorships	1,500	-	225	15%
Medical Stipend Rowan County	-	-	1,030	0%
Interest on Investments	57,000	19,435	141,893	249%
Interest on Investments - Powell Bill	-	3,118	24,630	0%
Miscellaneous Income	-	5,073	5,074	0%
Police Fees & Fines	780	184	801	103%
First Responder	1,320	-	440	33%
Downtown Revitalization Grant Rcv'd	100,000	-	100,000	100%
Excise Tax on Piped Gas	10,500	-	4,971	47%
Franchise Tax on Electric PO	273,000	-	216,876	79%
Sales Tax on Telecommunications	10,500	-	6,501	62%
Sales Tax on Video Programming	9,100	-	7,234	79%
Local Government Sales and Use Tax	990,000	104,869	772,053	78%
Powell Bill Revenues	117,500	-	131,310	112%
ABC Revenue - County	14,000	-	12,116	87%
Court Cost	400	-	63	16%
EMT Monies from Rowan County	-	-	810	0%
Planning/Zoning Fees	50,000	700	56,363	113%
Garbage Collection Fees	305,000	27,400	225,301	74%
Fire Dept Grant Received	6,195	6,195	6,195	100%
Resource Officer Reimburse	175,000	-	162,077	93%
EMS Utility Reimbursement	7,500	-	2,840	38%
ABC Profits - State	14,000	-	-	0%
Solid Waste Disposal Tax	1,800	-	2,300	128%
East Landis Property Tax	25,000	-	34,182	137%
East Landis Tax - Prior Years	200	-	9	5%
State Utilities Collection by County	-	-	359	0%
East Landis Penalties and Interest	2,000	-	1,170	59%
East Landis - Motor Vehicles	3,500	-	3,358	96%
Debt Setoff - 10 Fund	-	-	15	0%
Sales Tax Refund	-	-	65,975	0%
Sale of Fixed & Surplus Assets	11,500	-	1,925	17%
Vendor Reimbursement	-	347	347	0%
Insurance Proceeds	-	7,622	32,238	0%
Restitution	-	-	20,000	0%
Rowan Municipal Association	-	504	552	0%
Fund Balance Appropriated	637,486	-	-	0%
Administrative Service Charges	725,331	363,836	727,673	100%
Park Revenues	128,100	7,864	100,927	79%
Water Service	1,100,000	87,032	794,546	72%
Construction Services - Water	-	-	1,850	0%
Interest on Investments	6,888	6,824	62,843	912%
Miscellaneous Income	-	-	4,342	0%
Tap Fees - Water	48,000	2,500	38,550	80%
Debt Setoff - 20 Fund	-	-	214	0%
Insurance Proceeds	-	-	3,314	0%
East Landis Water	-	-	(336)	0%
Sewer Service Fees	993,000	84,588	722,179	73%
Sewer Impact Fees	-	-	11,872	0%
Tap Fees	30,000	2,500	28,436	95%
Stormwater Fees	115,000	9,830	82,583	72%
Interest on Investments - Stormwater	1,200	218	2,086	174%
Construction Services - Electric	3,000	-	-	0%
Electricity Fees	5,900,000	479,166	4,280,185	73%
Penalties - Electric	70,000	8,860	75,643	108%
Reconnect Fees	65,000	16,800	41,895	64%
Meter Tampering Fees	-	-	800	0%
Pole Attachments	8,000	-	354	4%
Interest on Investments - Electric	20,000	7,280	66,392	332%
Miscellaneous Income	1,500	-	-	0%
Underground Service	-	-	350	0%
Payment Return Fees	2,000	330	2,370	119%
Sale of Scrap Metal	-	384	1,098	0%
Debt Setoff	1,500	87	2,644	176%
Sales Tax Refund	50,000	-	-	0%
Sale of Surplus Assets - Electric	-	-	3,580	0%
Over/Short	-	(4)	(210)	0%
Retained Earm Appropriated - Electric	136,181	-	-	0%
TOTAL	14,686,920	1,254,117	11,426,915	78%



Account	Percentage
Bank OZK - General Fund	1.68%
Payroll Account	0.01%
NCCMT - General Fund	0.04%
General Fund Sweep Acct	70.08%
Passive Park Fund Savings	0.30%
Passive Park A/P Acct	0.57%
NCCMT - Powell Bill	0.01%
USDA Reserve Account	0.01%
Landis Police Foundation	0.01%

Bank Balances		
Account	Amount	Percentage
Bank OZK - General Fund	\$1,000	0.01%
Payroll Account	\$33,210	0.30%
NCCMT - General Fund	\$7,823,724	70.40%
General Fund Sweep Acct	\$2,365,862	21.29%
Passive Park Fund Savings	\$178,891	1.61%
Passive Park A/P Acct	\$1,000	0.01%
NCCMT - Powell Bill	\$704,147	6.34%
USDA Acct Closed 3/7/24	\$0	0.00%
Landis Police Foundation	\$5,930	0.05%
TOTAL	\$11,113,764	100%

Operating Budget Expenditures	Budgeted FY24	April	FY24 YTD	%
Administration	\$1,677,329	\$94,804	\$977,247	58%
Police Department	\$1,417,717	\$45,003	\$904,797	64%
Fire Department	\$920,560	\$46,465	\$825,337	90%
Streets Department	\$995,140	\$28,191	\$592,431	60%
Sanitation Department	\$428,500	\$20,750	\$199,131	46%
Parks and Recreation	\$479,073	\$16,232	\$318,783	67%
Electric Department	\$6,287,181	\$574,965	\$4,539,469	72%
Water Department	\$882,000	\$118,584	\$608,354	69%
Sewer Department	\$1,018,000	\$167,860	\$849,442	83%
Storm Water Department	\$116,200	\$9,965	\$62,007	53%
Debt Service - Municipal Loan/Copiers	\$60,025	\$798	\$56,116	93%
Debt Service-USDA Bonds/Sewer Equip /Srf Loan	\$299,000	\$0	\$57,052	19%
Total Expenditures	\$14,580,725	\$1,123,617	\$9,990,166	69%

Capital Improvement Plan Budgets	Budgeted	April	FY24 YTD	%
<i>Year-To-Date Capital Expenditures</i>				
Total Revenues	\$0.00	\$0.00	\$0.00	100%
Total Expenditures	\$0.00	\$0.00	\$0.00	100%

Landis Police Foundation	Budgeted	April	FY24 YTD	%
Total Revenues	\$15,000.00	\$100.00	\$6,700.00	45%
Total Expenditures	\$15,000.00	\$0.00	\$6,351.00	42%

Passive Park Fund	Budgeted	April	FY24 YTD	%
<i>Year-To-Date Passive Park Fund</i>				
Total Revenues	\$53,750.00	\$0.00	\$53,750.00	0%
Total Expenditures				
Supplies	\$0.00	\$0.00	\$23.50	0%
Purchased Services	\$3,750.00	\$0.00	\$297.50	8%
Professional Fees	\$50,000.00	\$0.00	\$32,841.00	66%
TOTAL	\$53,750.00	\$0.00	\$33,162.00	62%





Item Cover Page

MEETING TYPE Board of Alderman

DATE: May 13, 2024

SUBMITTED BY: Michael D. Ambrose, Town Manager

ITEM TYPE: Report

AGENDA SECTION: Reports

SUBJECT: **Managers Report**

DETAILS:



Town Manager Report Month of April 2024

We have completed the fourth month of the calendar year. I want to continue giving an overview as part of my manager report.

1. The Mount Moriah Church Road/West Ryder Avenue water line, and the elevated water tank grant projects have been approved by the North Carolina Department of Environmental Quality and will be out for bid soon.
2. The sewer line project on South Main Street is moving forward as it has been approved by the North Carolina Department of Environmental Quality. This project should be off the ground by summer and will include rehabbing the Upright Lift Station which is expected to cure the inflow and infiltration issue we are currently experiencing.
3. We have focused on budget preparation this month and finishing that up for Governing Body review.
4. Code Enforcement Clean Up is underway around the Town. Please call in any concerns to our Town Hall Front Desk.
5. Downtown Revitalization Landscape Project is in the final stage of getting sketches to put out for bid. Staff plans to have a recommendation for a bid in front of the Board at the June 2024 meeting.
6. The Town is currently working with SEPI to develop an estimate for paving some of our City Roadways. We have the quote ready, however we are checking with our sidewalk project to ensure they will be done accordingly. This will be presented to the Board at the June 2024 Meeting.
7. The Town has applied for the NC Streamflow Rehabilitation Assistance Program to help with some of our PL-566 Watershed Dam challenges at Lake Landis. These challenges were identified by our recent NCDEQ inspection.
8. Staff have been actively seeking and searching for grants, and several have been applied for. The grants, along with the State Appropriations, have allowed us to keep our tax rate the same in the recommended budget. The Town would like to thank our governing board for allowing us to apply and receive these funds, as well as Senator Carl Ford, and Representative Kevin Crutchfield.

Please stop by my office or contact me directly if you have any issues or concerns.





Thank you,

Michael D. Ambrose

Michael D. Ambrose

2024 JUNE



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6 Board of Aldermen Work Session Meeting: 5:30PM 	7 Downtown Cruise-In 5-9PM	8
9	10 Board of Aldermen Regular Scheduled Meeting: 6:00PM	11 Planning Board Meeting: 6:00PM	12	13 	14	15
16	17	18	19	20 	21	22
23	24	25	26	27 	28	29
30	1	2	JULY			6

NOTE

COMMUNITY EVENTS

2023-2024



- 11/21/2023 : Christmas Parade
- 11/21/2023 : Downtown Tree Lighting Event
- 12/9/2023 : Campfire Christmas with Santa
- 3/23/2024 : Easter EGG-stravaganza
- 4/5/2024 : Downtown Car Cruise-In (also held on 5/3/2024, 6/7/2024, 7/5/2024, 8/2/2024, and 9/6/2024)
- 8/6/2024 : National Night Out
- 9/20/2024 : Touch-A-Truck Event
- 10/26/2024 : Fall Festival/Trunk or Treat
- 11/26/2024 : Christmas Parade
- 11/26/2024 : Downtown Tree Lighting Event
- 12/14/2024 : Campfire Christmas by the Lake

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