



## BOARD ALDERMAN

Monday, October 14, 2024 at 6:00 PM  
Landis Board Room

## AGENDA

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**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 Meeting Minutes from September 9, 2024, Board of Alderman Regular Scheduled Meeting
- [2.2](#) Consider Approval of Longevity Pay for Full-Time Employees
- [2.3](#) Consider Approval of the Painting of Town Hall Roof
- [2.4](#) Consider Approval of Four 167kVA Electric Transformers for the New Landis Apartments Development Project
- [2.5](#) Consider Approval to Purchase Strong Arm Extrication Tool, in the Amount of \$7,185.05, from Municipal Emergency Services
- [2.6](#) Consider Approval of Utilizing Cannon Foundation Grant Funds to Purchase Five New Ballistic Vests for the Police Department

[2.7](#) Consider Approval of the Calendar Year 2025 Board Meeting Schedule

### **3. PUBLIC HEARINGS:**

[3.1](#) Consider Annexation ANNEX-2024-10-14 and Zoning Map Amendment ZMA-2024-10-14-1 - Simmons to SFR-3

[3.2](#) Consider Zoning Map Amendment ZMA-2024-10-14-2 - Legendre to CIV

### **4. ORDINANCES/RESOLUTIONS:**

[4.1](#) Consider Approval of Resolution #2024-10-14-1 and Approval of Grant Project Ordinance #2024-10-14-3 and Corresponding Budget Amendment #10 to Receive \$7,500 in Funds from the Erie Insurance Fire Grant for a Strong Arm Extrication Tool

[4.2](#) Consider Approval of Resolution #2024-10-14-2 and Approval of Grant Project Ordinance #2024-10-14-4 and Corresponding Budget Amendment #9 to Receive \$7,180 in Funds from the Cannon Foundation Grant for the Purchase of Five New Ballistic Vests for the Police Department

[4.3](#) Consider Approval of the Christmas Parade Street Closure Ordinance #2024-10-14-5

[4.4](#) Consider Approval of the Fall Festival Street Closure Ordinance #2024-10-14-6

### **5. CITIZEN COMMENTS:**

*All citizen comments are limited to 3 minutes.*

5.1 Citizens' Comments

### **6. CONSIDERATIONS:**

[6.1](#) Consider Approval of New Substation to Increase Capacity and Provide Redundancy of Our Electric System

[6.2](#) Consider Approval to Remove and Replace the Boardwalk From Lake Corriher Park Office to Lake Corriher Fishing Pier

[6.3](#) Consider Approval of a Partnership with Rowan County Health Department / Town of Landis Walking Map

[6.4](#) Consider Approval of the DC and Frances Linn Brick Donation Project

### **7. REPORTS:**

[7.1](#) Departmental Report (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

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Madison Stegall, HR Director/Town Clerk

**ITEM TYPE:** Minutes

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Meeting Minutes from September 9, 2024,  
Board of Alderman Regular Scheduled Meeting**

**DETAILS:**



# BOARD OF ALDERMAN

Monday, September 09, 2024 at 6:00 PM  
Landis Board Room

## MINUTES

### PLEASE SILENCE ALL CELL PHONES

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

**Staff Present:** Town Manager Michael Ambrose, HR Director/Town Clerk Madison Stegall, Finance Director Jeneen McMillen, Deputy Town Clerk Angie Sands, Planning, Zoning & Subdivision Administrator Assistant Ashley Lattin, Town Attorney Rick Locklear, Police Chief Matthew Geelen, Fire Chief Jason Smith, Public Works Director Blake Abernathy, Parks and Rec Director Jessica St Martin

### 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 Proclamation: Patriot Day 2024

Mayor Smith Presented the 2024 Patriot’s Day Proclamation.

#### 1.4 Moment of Silence and Pledge of Allegiance

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

#### 1.5 Adoption of Agenda

**ACTION: A MOTION WAS MADE TO AMEND THE AGENDA TO REMOVE ITEM 2.1 AND ADOPT THE AGENDA AS AMENDED.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

## 2. PRESENTATIONS:

### ~~2.1 — Swearing In of Landis Police Officer (Clarence Cook) — REMOVED~~

### 2.2 Golden Guard Awards 2024 - Lifeguard Recognitions

Parks & Recreation Director, Jessica St. Martin, gave a brief overview of the 2024 Pool Season. The Town of Landis is very proud of the lifeguard staff and their professionalism throughout the summer, and for that, would like to recognize several (8) lifeguards for their quick responses during emergency situations. These guards quickly came to the aid of others performing their trained lifesaving skills. Fortunately, none of these incidences required additional medical attention.

## 3. 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 Darrell Overcash

Motion Passed: 4-0

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

- 3.1 Consider Approval of Meeting Minutes from August 12, 2024, Board of Alderman Regular Scheduled Meeting
- 3.2 Consider Approval of Emergency Dam Pumping in Preparation of Hurricane Debby and Corresponding Budget Amendment #8 to Allocate Funds
- 3.3 Consider Approval of the Purchase of Mini Split Units for Lake Corriher Wilderness Park Cabins
- 3.4 Consider Approval of Budget Amendment #5 to Reappropriate Funds for the Fire Safety House
- 3.5 Consider Approval of Town Hall Landscape Project (Project 25-38)
- 3.6 Consider Approval of the Exterior Painting of Town Hall (Project 25-39)

**4. CITIZEN COMMENTS:**

*All citizen comments are limited to 3 minutes.*

**4.1 Citizens’ Comments**

- Nadine Cherry – 410 W. Garden Street – “It is sad, it seems like the people in this town can’t settle down. It was told years ago that growth was coming to this town. I remember when there was talk about Irish Creek being built. Also, I remember when the town put a waterline out Cannon Farm Road. The citizens of Landis need to be attending all meetings of the Board of Alderman, including the Planning Board and special called meetings and see how they vote on things. In response to a comment I made yesterday on the Landis NC News and Current Events Facebook page, a gentlemen made the comment he was the only one there. I would like to reply to that statement – no you were not the only one there because I was also there. About the building going on at West Ryder, and Mount Moriah Church Road, I would like to know where all the water is going to go. I believe sadly it will run into Grants Creek, which is on my property. The pipe under North Moriah Street, the creek goes through has a hole in it. Set aside some money to fix the issue permanently.”
- Gary Martin – 301 S. Central Avenue – “I know that last month it was brought up about the fire distance between Mr. Locklear and the wall. Now why all the sudden 4 and ½ years, you going to make Ms. Cherry move from 4 and ½ years nothing has ever been said. I tell you why, because it was due to a note on the back of a chair that Ms. Meredith and Nadine had she took and put it up under her arm and all the sudden Meredith, I hate to say is the cause of her having to move. It ain’t nothing about a fire district, if it is that T.V is in the fire district because you have to duck to get by. You can’t have anything blocking the fire district. She wasn’t blocking it. It’s because you was getting back at her about the note. Thank you.”

**5. ORDINANCES/RESOLUTIONS:**

**5.1 Consider Approval of Voluntary Annexation Petition for Contiguous Property - 0 W Davis Street Landis, NC 28088 (Rowan County Parcel ID 156 0010000002)**

Planning, Zoning, & Subdivision Administrator Assistant, Ashley Lattin gave a brief overview of the property at 0 W Davis Street, Landis which consists of 4.37 acres. The owner is petitioning for Voluntary Annexation into the Town of Landis. We propose a resolution directing the clerk to investigate the sufficiency of the petition.

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-09-1 DIRECTING THE CLERK TO INVESTIGATE THE SUFFICIENCY OF THE PETITION.**

Moved By: Ashley 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 ADOPT RESOLUTION #2024-09-09-2 CALLING FOR CONCURRENT PUBLIC HEARING AT THE NEXT REGULAR MEETING ON OCTOBER 14, 2024.**

Moved By: Ashley Stewart, seconded by Darrell Overcash  
Motion Passed: 4-0  
Voting For: Ashley Stewart, Darrell Overcash, Ryan Nelms Tony Corriher

**5.2 Consider Approval of Resolution for Tentative Award for the South Upright Street Basin Sanitary Sewer Rehabilitation to Locke - Lane Construction, Inc (Project 25-2)**

Finance Director Jeneen McMillen clarified that this is just the resolution for the approved tentative award for South Upright Street Basin Sanitary Sewer Rehabilitation to Locke – Lane Construction, Inc (Project 25-2).

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-09-3.**

Moved By: Ashley Stewart, seconded by Tony Corriher  
Motion Passed: 4-0  
Voting For: Ashley Stewart, Tony Corriher, Ryan Nelms, Darrell Overcash

**5.3 Consider Approval to Close and Vacate the Property located at 314 Town Street and Corresponding Ordinance #2024-08-12-1**

John Ganus with Code Enforcement gave a brief overview of the Property located at 314 Town Street. This matter was tabled from the August 2024 meeting. Nothing has been done to correct the issues, still no water or power to the property. The date has been adjusted on the ordinance to October 16, 2024, to vacate the property.

**ACTION: A MOTION WAS MADE TO CLOSE AND VACATE THE PROPERTY LOCATED AT 314 TOWN STREET AND TO ADOPT THE CORRESPONDING ORDINANCE #2024-08-12-1.**

Moved By: Ashley Stewart, seconded by Ryan Nelms  
Motion Passed: 4-0  
Voting For: Ashley Stewart, Ryan Nelms, Darrell Overcash, Tony Corriher

**5.4 Consider Approval of Resolution to Apply for Grant Funding Offered by NC Division of Water Infrastructure**

Town Manager Michael Ambrose gave a brief description of the Grant Funding offered by the NC Division of Water Infrastructure. This grant opportunity would assist with replacing more drinking water lines and to cover infrastructure costs. Manager Ambrose clarified this resolution is for the intent to apply for the grant.

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-09-4.**

Moved By: Darrell Overcash, seconded by Tony Corriher  
Motion Passed: 4-0  
Voting For: Darrell Overcash, Tony Corriher, Ashley Stewart, Ryan Nelms

**5.5 Consider Approval of Resolution to Update Water Distribution System 10 - Year Capital Improvement Plan**

Town Manager Michael Ambrose gave a brief overview of the Resolution to Update Water Distribution System 10 to show our CIP has improved for the next 10 years.

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-09-5.**

Moved By: Darrell Overcash, seconded by Ashley Stewart  
Motion Passed: 4-0  
Voting For: Darrell Overcash, Ashley Stewart, Tony Corriher, Ryan Nelms



**5.6 Consider Approval of Budget Amendment #6 and Corresponding Resolution for Colonial Pipeline Grant Funds Awarded**

Town Manager Michael Ambrose gave a brief overview of the Colonial Pipeline Grant awarded to the Fire Department in the amount of \$5,000 that will be used for equipment for the new fire apparatus. Mayor Smith asked if this grant is zero cost to the taxpayers. Finance Director Jeneen McMillen responded that is correct, there is no match from the Town and recommended the acceptance of the funds.

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-09-6.**

Moved By: Darrell Overcash, seconded by Ashley Stewart

Motion Passed: 4-0

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

**ACTION: A MOTION WAS MADE TO APPROVE BUDGET AMENDMENT #6.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

**5.7 Consider Approval Budget Amendment #7 and Corresponding Resolution to Accept Excess Capital Funds From ElectriCities**

Town Manager Michael Ambrose gave a brief overview of excess capital funds from ElectriCities that were approved by the NCMPA1 Board of Directors to come back to the municipalities. Those funds can be allocated to move the electric infrastructure forward with any capital improvement projects the Board approves.

**ACTION: A MOTION WAS MADE TO ADOPT RESOLUTION #2024-09-9-7.**

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 BUDGET AMENDMENT #7.**

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

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

**6. CONSIDERATIONS:**

**6.1 Consider Approval of Rowan Economic Development Commission's Request for Funding for Fiscal Year 25**

Town Manager Michael Ambrose gave a brief overview of the Rowan Economic Development Commission's Request for \$9,843.34 for FY25 Funding.

**ACTION: A MOTION WAS MADE TO AUTHORIZE THE TOWN MANAGER TO EXPEND \$9,843.34 FOR FY25 DUES FOR ROWAN EDC.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

**6.2 Consider Approval of the Surplus of Town Property - Coldwater Street Extension - Parcel #133A103 (Project 25-40)**

Town Manager Michael Ambrose gave a brief overview of the offer received for Coldwater Street Extension – Parcel #133A103 (Project 25-40) from J.W. Long in the amount of \$24,000.

Mayor Smith asked if this land is DC Linn land.

Manager Ambrose answered yes, and the money will go to the Passive Park Fund.

Finance Director Jeneen McMillen stated that the town has owned this land for quite some time and the funds would go to Passive Park Fund. The land values at \$19,323.

**ACTION: A MOTION WAS MADE TO ACCEPT THE OFFER FROM J.W. LONG IN THE AMOUNT OF \$24,000 FOR PARCEL #133A103.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

**6.3 Consider Approval of the Surplus of Town Property - Coldwater Street Extension - Parcel #133A105 (Project 25-41)**

Town Manager Michael Ambrose gave a brief overview of the offer received for Coldwater Street Extension – Parcel #133A105 (Project 25-41) from J.W. Long in the amount of \$21,000.

Finance Director Jeneen McMillen stated that this property is valued at \$20,900, and the town has owned it for more than 10 years.

**ACTION: A MOTION WAS MADE TO ACCEPT THE OFFER FROM J.W. LONG IN THE AMOUNT OF \$21,000 FOR PARCEL #133A105.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

**6.4 Consider Approval of Creating a Tunnel from Town Hall to the Board Room (Project 25-22)**

Town Manager Michael Ambrose gave a brief overview of how this pathway would be an access point from Town Hall to the Board Room without having to go outside. The door would be accessible from Town Hall across from the Planning Department and go through the back of the Board Room.

Alderman Corriher stated that he thinks we should get a few more bids on this.

Manager Ambrose expressed that we have received 3 bids so far, Carolina Construction being the most cost effective \$26,437. The recommendation is for this pathway to be funded from the capital improvement fund which is the old ARPA fund.

Mayor Smith expressed that this is a safety concern that has been brought to her attention and that there is not a second way to get out of the Board Room. With building the pathway on that side, there could be possible talks of different layouts of the Board Room, that way, if need be, there would be a way we could get away.

**ACTION: A MOTION WAS MADE TO APPROVE CREATING A TOWN HALL PATHWAY FROM TOWN HALL TO THE BOARD ROOM AND AWARD THE BID TO CAROLINA CONSTRUCTION ENTITIES IN THE AMOUNT OF \$26,437 AND TO FUND THE PROJECT WITH FROM THE CAPITAL IMPROVEMENT FUND.**

Moved By: Tony Corriher, seconded by Darrell Overcash

Motion Passed: 4-0

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

**6.5 Consider Approval of Reclassifying Planning & Zoning Technician Position to Planner Position**

Human Resources Director/ Town Clerk Madison Stegall requested that the Planning & Zoning Technician Position be reclassified to a Planner Position along with a salary grade 20.

**ACTION: A MOTION WAS MADE TO APPROVE RECLASSIFYING THE PLANNING & ZONING TECHNICIAN POSITION TO PLANNER AND MOVE TO PAY GRADE 20.**

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: 4-0

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

**7. REPORTS:**

**7.1 Departmental Report (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)**

- October 1<sup>st</sup> – National Night Out from 6 – 9 PM located at YMCA Parking Lot
- October 2<sup>nd</sup> – Senior Luncheon/Bingo 12 noon at Trinity Lutheran Church
- October 10<sup>th</sup> – Work Session is Canceled
- October 12<sup>th</sup> – scheduled town wide Power Outage from 10 PM to 5 AM
- October 14<sup>th</sup> – Board of Alderman Meeting
- October 8<sup>th</sup> – Planning Board Meeting
- October 26<sup>th</sup> – Fall Festival & Trunk or Treat 2-6 PM
- September 20<sup>th</sup> – Touch a Truck

**9. CLOSING:**

**9.1 Board Comments**

Town Manager Ambrose stated that the town wide scheduled power outage is scheduled for October 12<sup>th</sup>. We wanted to give the citizens ample time to schedule for that for medical related issues and things of that nature.

Mayor Smith stated that when the renovations were done at Town Hall, we had the expectations of new seating. We met with an ADA Coordinator via Zoom, and the entire room was shown to that coordinator. The room was measured off every seat. We have to have capacity of the seats by the Fire Marshall. That is what is in place here in our Board Room, that is why there is a walkway that is straight when you come in to sign up for citizen comments. That is why the seats are placed the way that they are. Seats can not always be moved as quickly as the TV’s can be pushed back, so, they are not in a fire lane. Everything has been cleared by an ADA Coordinator.

**9.2 Motion to Adjourn**

**ACTION: A MOTION WAS MADE TO ADJOURN THE MEETING AT 6:32 PM.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: 4-0

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

Respectfully Submitted,

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Madison T. Stegall, Town Clerk

DRAFT



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Madison Stegall, HR Director/ Town Clerk

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Longevity Pay for Full-Time Employees**

**DETAILS:**

Please consider the approval of longevity pay for full-time employees for FY25. If approved, the anticipated date of longevity pay is 12/06/2024.



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Michael Ambrose, Town Manager

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of the Painting of Town Hall Roof**

**DETAILS:**

Consider the approval of painting the Town Hall roof. Staff have received one quote from Carolina Construction Entities in the amount of \$15,000.

## Construction Entities, LLC

**Date:** 10-8-2024

**Email:** [todd@carolinaconstructionent.com](mailto:todd@carolinaconstructionent.com)

**Subject:** Landis town Hall  
roof paint

Todd Drolshagen  
704-237-7610

**Client:** City of Landis

Dear Mr. Ambrose,

Carolina Construction Entities LLC is pleased to submit our proposal for the above project.

Our proposal includes all necessary supervision, labor, equipment, and materials to perform the following detailed scope of work at the aforementioned stated location

### **DOCUMENTS**

Drawings:

Dated:

Walked site with Michael Ambrose

### **SCOPE OF WORK**

Carolina Construction Entities LLC scope of work is limited to the following:

- Clean metal roofing
- Prep for paint
- Paint roofing with special designed paint for metal
- Paint Parapet walls on flat roof
- Paint to be decided by others

### **LUMP SUM PRICING**

- Scope of work.....\$ 15,000.00

### **CONDITIONS / ASSUMPTIONS**

This proposal and its listed clarifications, conditions and exclusions will be included as part of any mutually agreed upon contract generated from the offer.

- All work will be performed in one (1) mobilization, additional mobilization will be

## Construction Entities, LLC

- billed at \$2,500 each.
- All cutting and capping of MEP's by others.
  - All utility disconnects by others.
  - Testing is to be a visual test
  - This proposal contains no provisions for the handling or disposal of hazardous materials other than what has been listed.
  - Removal, protection, storage and/or reinstallation of any item(s) to be salvaged for reuse or relocation are specifically excluded from this proposal.
  - Carolina Construction Entities LLC will be given adequate site access for personnel and equipment including parking to allow uninterrupted performance of the work as scheduled.
  - There is no retainage being held on this project.

### **EXCLUSIONS**

#### *Standard:*

- Bonds, Permits, taxes, engineering, Shoring, Prep for finish installation, Flooring other than what is listed, Wall coverings other than what is listed, Ceilings other than what is listed, as-builts, shop drawings, staking, layout, site security / fencing, weather protection, protective covers, liquidated damages, hazardous materials – lead, pcb's and etc., unforeseen conditions, removal of contaminated or debris laden soil, lagging, underpinning, bracing, dewatering, pedestrian barricades, sidewalk closures, off-site work, prevailing wage rates, standby time due to owner/contractor delays, termination of utility accounts, salvage of items to be relocated or reused, specialty insurance items not listed in this proposal.

### **SCHEDULE**

This project schedule will be based on 40-hour work days from 8am to 5pm Mon.-Fri. retaining Saturday as optional work days if needed

### **TERMS**

Deposit of a minimum of 30% due before arrival to job site, Progress payments if needed will be due within 7 days & final payment is due within 7 days upon completion (per North Carolina laws), whether or not customer has received payment from another party. Carolina Construction Entities LLC reserves the right to pursue interest of 5% monthly at minimum for all overdue payments.

Upon commencement of work, this proposal shall become a binding contract between both parties.



Construction Entities, LLC

Sincerely,

**Todd Drolshagen**

Please sign below as authorization to proceed and return by email:

\_\_\_\_\_  
Agreed and accepted by: Print/Sign

\_\_\_\_\_  
Date

*[THIS PROPOSAL IS VALID FOR THIRTY (30) DAYS]*



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Blake Abernathy, Public Works Director

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Four 167kVA Electric Transformers for the New Landis Apartments Development Project**

**DETAILS:**

The town is in need of four 167kVa Electric Transformers to serve the new Landis Apartment Development as a new electric customer. The Town of Landis has successfully procured three bids for these transformers. The following bids were received: TEMA (Tarheel Electric Membership Association, inc.) in the amount of \$34,100.00, Miami Transformers in the amount of \$49,200.00, and Border States in the amount of \$74,008.00. TEMA advised the Town they did have these transformers in stock, and could deliver them as soon as possible. I make the recommendation to award the bid to TEMA, due to cost effectiveness and quick delivery.

**REQUEST FOR PROPOSALS (RFP)**  
**Transformers**



**Town of Landis, North Carolina**

**Issued: September 20, 2024**

**Response Due: October 3, 2024**

**TABLE OF CONTENTS**

**Section 1: Project Overview**

- **Summary**

**Section 2: Proposal**

- **Proposal Content**

**Section 3: RFP Timeline**

**Section 4: Other Procedural Information**

**Section 5: Minority Business Enterprise**

**Proposal Attachments:**

- **Proposal Form & Signature Page**
- **Certification Regarding Lobbying**
- **Intent to Perform as a Minority Business Enterprise Firm or Sub-firm**

**SECTION 1: PROJECT OVERVIEW**

**Summary**

The Town of Landis, hereafter referred to as the “Town”, is accepting Proposals from vendors for the purchase of transformers. Qualified vendor(s) will be able to provide the following needs for this project.

(4) -167 kVA 1-Ph Padmount Transformers

- High Voltage: 12470 GY 7200
- Low Voltage: 240/120
- HV Bushings: (2) 200A Wells & Inserts (dead front, loop feed)
- LV Bushings: (3) 4-Hole Spades
- Fluid: Mineral Oil
- Frequency: 60 Hz
- Cooling Class: ONAN
- Fusing: Bayonet

**Section 2: Proposal**

Vendors are required to submit a proposal that presents the vendor’s qualifications and understanding of the items to be purchased Proposals must be clearly marked “Transformers” and submitted no later than Thursday, October 3, 2024, by 2:00 PM. Proposals must be mailed, emailed, or hand-delivered to:

Angie Sands, Deputy Town Clerk  
Town of Landis  
312 S. Main St.  
Landis, NC 28088

or townclerk@townoflandisnc.gov

No submissions or supporting documents will be accepted after this deadline. The Town of Landis assumes no responsibility or liability for costs incurred by the responsive vendor in submitting this proposal. Vendors accept all risks for late delivery of the Proposal Package, regardless of fault.

*IMPORTANT NOTE: All employees of the selected contractor will be required to submit to a background check prior to working on site.*

**Proposal Content**

- 1. Proposal Form & Signature Page  
The proposal form and signature page must be completed and signed by an individual authorized to bind the vendor. All proposals submitted without such proposal form and signature page may be deemed non-responsive.
- 2. E-Verify Affidavit

**SECTION 3: RFP TIMELINE**

*This is the Town's best estimate of the timeline that will be followed.*

Closing date to submit application.....Thursday, October 3, 2024, by 2:00 PM

Present to the Town Council.....Monday, October 14, 2024

Vendor notification and contract negotiation..... Tuesday, October 15, 2024

**SECTION 4: OTHER PROCEDURAL INFORMATION**

**4.1 Other Procedures and Conditions**

The Town reserves the sole discretion and right to reject any and all responses received with respect to the RFP and to cancel the RFP process at any time prior to entering into a formal agreement. The Town further reserves the right to request additional information or clarification of information provided in any response. The Town also reserves the right, but is under no obligation, to waive technicalities and informalities. The Town shall make the award as deemed in its best interest. A response to this RFP should not be construed as a contract, nor indicate a commitment of any kind.

**4.2 Public Records**

Upon receipt by the Town, your Bid Package is considered a public record except for material that qualifies as “Trade Secret” information under North Carolina General Statute §66-152 et seq. Your Bid Package will be reviewed by Town staff, as well as members of the general public who may submit public record requests. To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by a firm should be submitted in a separate document marked “Trade Secret - Confidential and Proprietary Information - Do Not Disclose Except for the Purpose of Evaluating this Bid Package,” and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the document.

In submitting a Bid Package, each firm agrees that the Town may reveal any trade secret materials contained in such response to all staff involved in the evaluation process and to any outside consultant or other third parties who are hired to assist in the evaluation process. Furthermore, each firm agrees to indemnify and hold harmless the Town and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material that the firm has designated as a trade secret. Any firm that designates its entire Bid Package as a trade secret may be disqualified from the evaluation process.

**SECTION 5: Minority Business Enterprises**

The Town of Landis is committed to using Minority Business Enterprises (MBE) for professional services and other Town contracts. Vendors and teams demonstrating a commitment to assist the Town in attaining this goal by being or including qualified MBE firms will be given priority consideration in the evaluation process.

For purposes of this section, the term minority refers to a person who is a citizen or lawful permanent resident of the United States and who is:

- Black, that is, a person having origins in any of the black racial groups in Africa;
- Hispanic, that is, a person of Spanish or Portuguese culture with origins in Mexico, South; Central America, or the Caribbean Islands, regardless of race;
- Asian American, that is, a person having origins in any of the original peoples of the Far East, Southeast Asia and Asia, the Indian subcontinent, the Pacific Islands;
- American Indian, that is, a person having origins in any of the original peoples of North America; or
- Female

In order to qualify as a Minority Business Enterprise, the vendor must have a majority ownership of minority partners and must:

- Be a NC Department of Administration certified Historically Underutilized Business
- Be a NC Department of Transportation certified Disadvantaged Business Enterprise; or
- Seek approval as a qualified MBE at least two (2) weeks prior to the due date of the responsive submittal to the associated procurement process.

Vendors or team member vendors that are qualified MBEs need to complete and return the Attachment with the submittal documents for this project. Evaluation committee members will be given guidance on scoring MBE participation rate based on the role of the MBE vendor (prime or sub), the number of MBE vendor(s) on the team, and the experience of the team members working with the MBE vendor(s) proposed.

### PROPOSAL ATTACHMENTS

#### Transformers

It is the intent of the Town to accept the lowest responsible/responsive proposal. The selected proposal will be the most advantageous regarding price, quality of service, vendor qualifications and capabilities to provide the specified materials. The Town reserves the right to accept or reject any or all proposals and to waive irregularities therein.

The undersigned hereby submits the following proposal for the cost of materials as described within this Request for Proposal document:

Business Name The Tarheel Electric Membership Association, Inc.

Representative Name/Title Jason L Caudle, SVP COO

Address 8730 Wadford Dr Raleigh NC 27616

Office Phone 919-876-4603 Cell Phone 919-602-8582

Website

Email jason.caudle@ncemcs.com

Material Costs	Labor Costs	Other / Note

Total Cost 8525.00 each

Payment will be made to the contractor within 30 days upon receiving the materials and invoice.

Authorized Signature Jason L Caudle Date 09/25/2024



**Certification Regarding Lobbying**

The undersigned Firm certifies, to the best of his or her knowledge and belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government-wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including Sub-contracts, sub-grants, and Contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure

Signature of Firm's Authorized Official Jason L Caudle

Name and Title of Firm's Authorized Official Jason L Caudle SVP,COO

Date 09/25/2024

Note: This form may be signed electronically. All firms proposed for the contract must sign and return this form as part of the solicitation response.

**Intent to Perform as a Minority Business Enterprise Firm or Sub-firm**

All Minority Business Enterprises (MBE) proposed for the following solicitation must fill out this portion of the form.

Firm is proposed as:      Prime firm                              Sub-firm

Is the firm a NC Department of Administration certified Historically Underutilized Business?

Yes                              No

Is the firm a NC Department of Transportation certified Disadvantaged Business Enterprise?

Yes                              No

If the answer is no to both questions above, is the firm an approved Minority Business Enterprise by the Town of Landis?

Yes                              N/A (firm is qualified under one of the two methods above)

Legal name of the firm and physical address: \_\_\_\_\_

\_\_\_\_\_

As a duly authorized representative, I certify the above information is accurate.

\_\_\_\_\_  
Signature of Firm's Authorized Official

\_\_\_\_\_  
Printed Name and Title of Firm's Authorized Official

\_\_\_\_\_  
Date

# REQUEST FOR PROPOSALS (RFP) Transformers



**Town of Landis, North Carolina**

**Issued: September 20, 2024**

**Response Due: October 3, 2024**

**TABLE OF CONTENTS**

**Section 1: Project Overview**

- **Summary**

**Section 2: Proposal**

- **Proposal Content**

**Section 3: RFP Timeline**

**Section 4: Other Procedural Information**

**Section 5: Minority Business Enterprise**

**Proposal Attachments:**

- **Proposal Form & Signature Page**
- **Certification Regarding Lobbying**
- **Intent to Perform as a Minority Business Enterprise Firm or Sub-firm**

**SECTION 1: PROJECT OVERVIEW**

**Summary**

The Town of Landis, hereafter referred to as the “Town”, is accepting Proposals from vendors for the purchase of transformers. Qualified vendor(s) will be able to provide the following needs for this project.

- (4) -167 kVA 1-Ph Padmount Transformers
  - High Voltage: 12470 GY 7200
  - Low Voltage: 240/120
  - HV Bushings: (2) 200A Wells & Inserts (dead front, loop feed)
  - LV Bushings: (3) 4-Hole Spades
  - Fluid: Mineral Oil
  - Frequency: 60 Hz
  - Cooling Class: ONAN
  - Fusing: Bayonet

**Section 2: Proposal**

Vendors are required to submit a proposal that presents the vendor’s qualifications and understanding of the items to be purchased Proposals must be clearly marked “Transformers” and submitted no later than Thursday, October 3, 2024, by 2:00 PM. Proposals must be mailed, emailed, or hand-delivered to:

Angie Sands, Deputy Town Clerk  
Town of Landis  
312 S. Main St.  
Landis, NC 28088

or [townclerk@townoflandisnc.gov](mailto:townclerk@townoflandisnc.gov)

No submissions or supporting documents will be accepted after this deadline. The Town of Landis assumes no responsibility or liability for costs incurred by the responsive vendor in submitting this proposal. Vendors accept all risks for late delivery of the Proposal Package, regardless of fault.

*IMPORTANT NOTE: All employees of the selected contractor will be required to submit to a background check prior to working on site.*

## Proposal Content

1. Proposal Form & Signature Page

The proposal form and signature page must be completed and signed by an individual authorized to bind the vendor. All proposals submitted without such proposal form and signature page may be deemed non-responsive.

2. E-Verify Affidavit

### **SECTION 3: RFP TIMELINE**

*This is the Town's best estimate of the timeline that will be followed.*

Closing date to submit application.....Thursday, October 3, 2024, by 2:00 PM

Present to the Town Council.....Monday, October 14, 2024

Vendor notification and contract negotiation..... Tuesday, October 15, 2024

### **SECTION 4: OTHER PROCEDURAL INFORMATION**

#### **4.1 Other Procedures and Conditions**

The Town reserves the sole discretion and right to reject any and all responses received with respect to the RFP and to cancel the RFP process at any time prior to entering into a formal agreement. The Town further reserves the right to request additional information or clarification of information provided in any response. The Town also reserves the right, but is under no obligation, to waive technicalities and informalities. The Town shall make the award as deemed in its best interest. A response to this RFP should not be construed as a contract, nor indicate a commitment of any kind.

#### **4.2 Public Records**

Upon receipt by the Town, your Bid Package is considered a public record except for material that qualifies as "Trade Secret" information under North Carolina General Statute §66-152 et seq. Your Bid Package will be reviewed by Town staff, as well as members of the general public who may submit public record requests. To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by a firm should be submitted in a separate document marked "Trade Secret - Confidential and Proprietary Information - Do Not Disclose Except for the Purpose of Evaluating this Bid Package," and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the document.

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- Hispanic, that is, a person of Spanish or Portuguese culture with origins in Mexico, South; Central America, or the Caribbean Islands, regardless of race;
- Asian American, that is, a person having origins in any of the original peoples of the Far East, Southeast Asia and Asia, the Indian subcontinent, the Pacific Islands;
- American Indian, that is, a person having origins in any of the original peoples of North America; or
- Female

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**PROPOSAL ATTACHMENTS**



**Transformers**

It is the intent of the Town to accept the lowest responsible/responsive proposal. The selected proposal will be the most advantageous regarding price, quality of service, vendor qualifications and capabilities to provide the specified materials. The Town reserves the right to accept or reject any or all proposals and to waive irregularities therein.

The undersigned hereby submits the following proposal for the cost of materials as described within this Request for Proposal document:

Business Name

Border States

Representative

Name/Title Brandon Burns - CSR

Address 422 Fairforest Way Greenville, SC 29607

Office Phone 864-242-6880 Cell \_\_\_\_\_

Phone 864-770-1201 Website borderstates.com

Email bburns@borderstates.com

Material Costs	Labor Costs	Other / Note
<u>\$18,502.00</u>	<u>N/A</u>	<u>* Transformer is</u>
<u>Per Transformer</u>		<u>currently factory</u>
		<u>stocks, subject</u>
		<u>to prior sale</u>

Total Cost \$74,008.00

Payment will be made to the contractor within 30 days upon receiving the materials and invoice.

Authorized Signature  Date 9/25/24

**Quote Q155368-2**

**Quote To:**  
 Border States - Greenville, SC  
 422 Fairforest Way, Greenville, SC 29607, United States

**Pay Terms:** Net 30

**Ship To:**  
 422 Fairforest Way, Greenville, SC 29607, United States

#	Description	Count
1	<p><b>1-Phase Padmount Transformer</b></p> <p>New 167 kVA 1-Ph Padmount Transformer                      High Voltage: 12470 GY 7200                      Low Voltage: 240 / 120                      Taps: 7560, 7380, 7200, 7020, 6840                      HV Bushings: (2) 200A Wells &amp; Inserts (dead front, loop feed)                      LV Bushings: (3) 4-Hole Spades                      Fluid: Mineral Oil                      Frequency: 60 Hz                      Temperature Rise: 65°C                      Cooling Class: ONAN                      Conductor: Al / Al                      Fusing: Bayonet                      Features &amp; Accessories:                      -Pressure Relief Valve                      -Gas Sampler</p> <p>Shipping: Freight charges additional, FCA plant                      Warranty: 3 Years                      Lead Time: In stock, ready to ship</p>	4



**Notes:**  
 TESTING. This quotation includes standard routine testing per IEEE C57.12.00. All tests are performed in accordance with IEEE C57.12.90. Additional tests designated as design or other are to be provided by others at no additional cost to Maddox. Witness testing additional.  
 EXCEPTIONS. Exception is taken to any requirement contained in a customer spec and not specifically identified above or contained in our standard product offering.

Price valid until October 17, 2024. Stock is subject to prior sale. Pay terms on this quote are contingent on an established account in good standing. It is Buyer's responsibility to verify conformity to any and all specifications. Exceptions and clarifications provided by MIT are not confirmations of conformity to any written, or verbally communicated specifications. Sales taxes may apply unless exemption certificate is provided. MIT's Standard Terms & Conditions apply: [www.maddoxtransformer.com/documents](http://www.maddoxtransformer.com/documents)

### Certification Regarding Lobbying

The undersigned Firm certifies, to the best of his or her knowledge and belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

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Signature of Firm's Authorized Official 

Name and Title of Firm's Authorized Official Brandon Burns CSR

Date 9/25/24

Note: This form may be signed electronically. All firms proposed for the contract must sign and return this form as part of the solicitation response.

**Intent to Perform as a Minority Business Enterprise Firm or Sub-firm**

All Minority Business Enterprises (MBE) proposed for the following solicitation must fill out this portion of the form.

Firm is proposed as: Prime firm Sub-firm

Is the firm a NC Department of Administration certified Historically Underutilized Business?

Yes No

Is the firm a NC Department of Transportation certified Disadvantaged Business Enterprise?

Yes No

If the answer is no to both questions above, is the firm an approved Minority Business Enterprise by the Town of Landis?

Yes N/A (firm is qualified under one of the two methods above)

Legal name of the firm and physical address: \_\_\_\_\_

\_\_\_\_\_

As a duly authorized representative, I certify the above information is accurate.

\_\_\_\_\_  
Signature of Firm's Authorized Official

\_\_\_\_\_  
Printed Name and Title of Firm's Authorized Official

\_\_\_\_\_  
Date

N/A



# REQUEST FOR PROPOSALS (RFP) Transformers



**Town of Landis, North Carolina**

**Issued: September 20, 2024**

**Response Due: October 3, 2024**

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**Proposal Attachments:**

- **Proposal Form & Signature Page**
- **Certification Regarding Lobbying**
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## **SECTION 1: PROJECT OVERVIEW**

### **Summary**

The Town of Landis, hereafter referred to as the “Town”, is accepting Proposals from vendors for the purchase of transformers. Qualified vendor(s) will be able to provide the following needs for this project.

(4) -167 kVA 1-Ph Padmount Transformers

- High Voltage: 12470 GY 7200
- Low Voltage: 240/120
- HV Bushings: (2) 200A Wells & Inserts (dead front, loop feed)
- LV Bushings: (3) 4-Hole Spades
- Fluid: Mineral Oil
- Frequency: 60 Hz
- Cooling Class: ONAN
- Fusing: Bayonet

## **Section 2: Proposal**

Vendors are required to submit a proposal that presents the vendor’s qualifications and understanding of the items to be purchased Proposals must be clearly marked “Transformers” and submitted no later than Thursday, October 3, 2024, by 2:00 PM. Proposals must be mailed, emailed, or hand-delivered to:

Angie Sands, Deputy Town Clerk  
Town of Landis  
312 S. Main St.  
Landis, NC 28088

or [townclerk@townoflandisnc.gov](mailto:townclerk@townoflandisnc.gov)

No submissions or supporting documents will be accepted after this deadline. The Town of Landis assumes no responsibility or liability for costs incurred by the responsive vendor in submitting this proposal. Vendors accept all risks for late delivery of the Proposal Package, regardless of fault.

*IMPORTANT NOTE: All employees of the selected contractor will be required to submit to a background check prior to working on site.*



**Proposal Content**

- 1. Proposal Form & Signature Page  
The proposal form and signature page must be completed and signed by an individual authorized to bind the vendor. All proposals submitted without such proposal form and signature page may be deemed non-responsive.
- 2. E-Verify Affidavit

**SECTION 3: RFP TIMELINE**

*This is the Town's best estimate of the timeline that will be followed.*

Closing date to submit application.....Thursday, October 3, 2024, by 2:00 PM

Present to the Town Council.....Monday, October 14, 2024

Vendor notification and contract negotiation..... Tuesday, October 15, 2024

**SECTION 4: OTHER PROCEDURAL INFORMATION**

**4.1 Other Procedures and Conditions**

The Town reserves the sole discretion and right to reject any and all responses received with respect to the RFP and to cancel the RFP process at any time prior to entering into a formal agreement. The Town further reserves the right to request additional information or clarification of information provided in any response. The Town also reserves the right, but is under no obligation, to waive technicalities and informalities. The Town shall make the award as deemed in its best interest. A response to this RFP should not be construed as a contract, nor indicate a commitment of any kind.

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Upon receipt by the Town, your Bid Package is considered a public record except for material that qualifies as "Trade Secret" information under North Carolina General Statute §66-152 et seq. Your Bid Package will be reviewed by Town staff, as well as members of the general public who may submit public record requests. To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by a firm should be submitted in a separate document marked "Trade Secret - Confidential and Proprietary Information - Do Not Disclose Except for the Purpose of Evaluating this Bid Package," and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the document.

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**SECTION 5: Minority Business Enterprises**

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For purposes of this section, the term minority refers to a person who is a citizen or lawful permanent resident of the United States and who is:

- Black, that is, a person having origins in any of the black racial groups in Africa;
- Hispanic, that is, a person of Spanish or Portuguese culture with origins in Mexico, South; Central America, or the Caribbean Islands, regardless of race;
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- American Indian, that is, a person having origins in any of the original peoples of North America; or
- Female

In order to qualify as a Minority Business Enterprise, the vendor must have a majority ownership of minority partners and must:

- Be a NC Department of Administration certified Historically Underutilized Business
- Be a NC Department of Transportation certified Disadvantaged Business Enterprise; or
- Seek approval as a qualified MBE at least two (2) weeks prior to the due date of the responsive submittal to the associated procurement process.

Vendors or team member vendors that are qualified MBEs need to complete and return the Attachment with the submittal documents for this project. Evaluation committee members will be given guidance on scoring MBE participation rate based on the role of the MBE vendor (prime or sub), the number of MBE vendor(s) on the team, and the experience of the team members working with the MBE vendor(s) proposed.

**PROPOSAL ATTACHMENTS**

**Transformers**

It is the intent of the Town to accept the lowest responsible/responsive proposal. The selected proposal will be the most advantageous regarding price, quality of service, vendor qualifications and capabilities to provide the specified materials. The Town reserves the right to accept or reject any or all proposals and to waive irregularities therein.

The undersigned hereby submits the following proposal for the cost of materials as described within this Request for Proposal document:

Business Name Miami Transformers Service And Repair Corp.

Representative Name/Title Javier O. Vila, President

Address 25175 SW 142 Avenue Homestead, FI 33032

Office Phone 305-257-1491 Cell Phone 305-479-8600

Website Email www.miamitransformers.com

Material Costs	Labor Costs	Other / Note
		(4) 167KVA Padmount TX
		Customer responsible for
		transportation.

**Total Cost** \$49,200.00

Payment will be made to the contractor within 30 days upon receiving the materials and invoice.

Authorized Signature Javier O. Vila, President Date 09/24/2024

**Certification Regarding Lobbying**

The undersigned Firm certifies, to the best of his or her knowledge and belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

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Signature of Firm's Authorized Official 

Name and Title of Firm's Authorized Official Javier O. Vila, President  
Miami Transformers Service And Repair Corp.

Date 09/24/2024

Note: This form may be signed electronically. All firms proposed for the contract must sign and return this form as part of the solicitation response.

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Yes  No

Is the firm a NC Department of Transportation certified Disadvantaged Business Enterprise?

Yes  No

If the answer is no to both questions above, is the firm an approved Minority Business Enterprise by the Town of Landis?

Yes  NO  N/A (firm is qualified under one of the two methods above)

\*\*We are a certified Minority Business Enterprise in the State of Florida

Legal name of the firm and physical address: Miami Transformers Service And Repair Corp.

25175 SW 142 Avenue Homestead, FI 33032

As a duly authorized representative, I certify the above information is accurate.

  
Signature of Firm's Authorized Official

Javier O. Vila, President

Printed Name and Title of Firm's Authorized Official

09/24/2024

Date



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Jason Smith, Fire Chief

**ITEM TYPE:** Considerations

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval to Purchase Strong Arm Extrication Tool, in the Amount of \$7,185.05, from Municipal Emergency Services**

**DETAILS:**

The Fire Department would like to request to apply for a 100% grant from Erie Insurance Giving Network Fund in the amount of \$7,500.00 dollars. The funds would allow the Town to purchase a Hurst Strong-Arm Extrication Tool along with two batteries and charger.

The Hurst Strong-arm Extraction Tool is a smaller version of the Jaws of Life which are used in smaller confined areas, and when the large bulky tools are not necessarily required. This tool can be used to force open car doors in car accidents where large tools aren't needed. The tool can also force entry into homes, or businesses, in case emergency access is required to mitigate an emergency.



MUNICIPAL EMERGENCY SERVICES

(877) 637-3473

# Quote

Section 2, Item2.5

Quote # QT1854797  
 Date 09/06/2024  
 Expires 09/21/2024  
 Sales Rep Micun, Christopher A  
 Shipping Method MES Delivery  
 Customer LANDIS FIRE DEPARTMENT (NC)  
 Customer # C208347

**Bill To**

LANDIS FIRE DEPARTMENT  
 312 S. Main Street  
 Landis NC 28088

**Ship To**

LANDIS FIRE DEPARTMENT  
 312 S. Main Street  
 Landis NC 28088

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
273180000-1			StrongArm LE100 w/oBatts&Chgr	1	\$4,735.00	\$4,735.00
273100610			StrongArm Battery (25.2 Volt)	2	\$700.00	\$1,400.00
273100620			StrongArm 110v Charger	1	\$530.00	\$530.00

**Subtotal** \$6,665.00  
**Shipping Cost** \$50.00  
**Tax Total** \$470.05  
**Total** \$7,185.05

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1854797



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Matthew Geelen, Chief of Police

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Utilizing Cannon Foundation Grant Funds to Purchase Five New Ballistic Vests for the Police Department**

**DETAILS:**

The Town received \$7,180 dollars in funding from the Cannon Foundation Grant, which was approved for application in April 2024. This grant allows for the Town to purchase five ballistic vests for the police department. This grant does not require a match from the Town, and will play a crucial role in ensuring the safety of our personnel as they serve our community. I make the recommendation to accept the funds from the Cannon Foundation.





# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Madison Stegall, HR Director/Town Clerk

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** Consider Approval of the Calendar Year 2025 Board Meeting Schedule

**DETAILS:**



# 2025 BOARD MEETING SCHEDULE

Section 2, Item 2.7

## JANUARY

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## MARCH

S	M	T	W	TH	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

## APRIL

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## MAY

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## JUNE

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## JULY

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## AUGUST

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

## SEPTEMBER

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## OCTOBER

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## NOVEMBER

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

## DECEMBER

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Key:  Board of Alderman  Work Session  Planning Board  Holiday Observed



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

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

**ITEM TYPE:** Public Hearing

**AGENDA SECTION:** Public Hearings

**SUBJECT:** **Consider Annexation ANNEX-2024-10-14 and Zoning Map Amendment ZMA-2024-10-14-1 - Simmons to SFR-3**

**DETAILS:**

Concurrent Legislative Hearing - Consider Annexation ANNEX-2024-10-14 and Zoning Map Amendment ZMA-2024-10-14-1 - Simmons to SFR-3

- 1. Overview from Staff
- 2. Open Hearing
- 3. Comments by Public
- 4. Close Hearing
- 5. Ordinance #ANNEX 2024-10-14
- 6. Ordinance #ZMA 2024-10-14-1



# MEMORANDUM TOWN OF LANDIS, N.C.

To: Mayor and Board of Aldermen

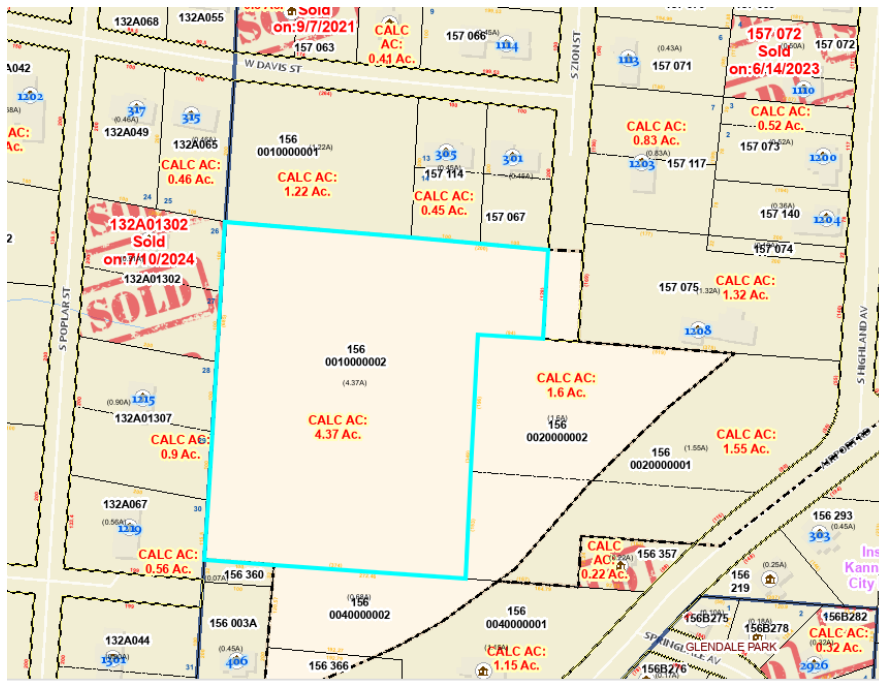
Date: September 11, 2024

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

Re: Voluntary Annexation Petition for contiguous property of BRITTANY ALEXIS SIMMONS, 4148 OLD GLORY DR., CONCORD, NC 28025-1600

## BACKGROUND

On July 25, 2024, the owner of property located at 0 W DAVIS ST, Landis, NC 28088 (Rowan County Parcel ID 156 0010000002) submitted a petition for voluntary contiguous annexation into the town limits of the Town of Landis. The property consists of approximately 4.37 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 TAKEN AT THE September 9, 2024 MEETING INCLUDE:**

- a. **Petition for voluntary contiguous annexation.**
- b. **Directed (by Resolution #2024-09-09-1) for the Town Clerk to investigate the sufficiency of the petition.**
- c. **Clerk presented “Certification of Sufficiency” to the Board**
- d. **Following receipt of petition certification by Town Clerk, called (by Resolution #2024-09-09-2) for public hearing at next regular meeting on October 14, 2024.**

**ADDITIONAL STEPS BEFORE AND BETWEEN TOWN BOARD MEETINGS**

While the Mayor and Board of Aldermen undertake the process of annexation, the Planning Board initiated 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. As part of the **September 10, 2024 Planning Board agenda** a recommendation on the designation of the appropriate zoning district was approved;
- 2. Advertised for a **Public Legislative Hearing scheduled for October 14, 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 October 14, 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-2024-10-14 Extending the Corporate Limits (annexation) to include the subject property.
3. Consideration (adoption or rejection) of an Ordinance #ZMA-2024-10-14 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).

**AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE TOWN OF LANDIS and  
INCORPORATE BY ANNEXATION A CONTIGUOUS AREA INTO THE  
TOWN OF LANDIS, NORTH CAROLINA**

**Ordinance #ANNEX 2024-10-14**

**WHEREAS**, a Petition signed by BRITTANY ALEXIS SIMMONS, 4148 OLD GLORY DR., CONCORD, NC 28025-1600, being the owner(s) of the certain land areas located at 0 W DAVIS ST, Landis, NC 28088 (Rowan County Parcel ID 156 0010000002) lying outside the Town Limits of the Town, as shown on the map and description appearing in Attachment A attached hereto, was received by the Town of Landis on July 25, 2024; and,

**WHEREAS**, the owner Petitioned that said area be annexed into the corporate limits of the Town of Landis, North Carolina, as authorized by Part 1, Article 4A, Chapter 160A of the General Statutes of North Carolina; and,

**WHEREAS**, the Petition was presented to the Mayor and Board of Aldermen during the regular meeting of September 9, 2024; and,

**WHEREAS**, on September 9, 2024 the Mayor and Board of Aldermen directed, by Resolution duly adopted, the Town Clerk of the Town of Landis, North Carolina, to investigate the sufficiency of said Petition and to certify the results to the Mayor and Board of Aldermen; and,

**WHEREAS**, at the regular meeting of the Mayor and Board of Aldermen held on September 9, 2024, a Certificate of Sufficiency from the Town Clerk of the Town of Landis was presented to the Mayor and Board of Aldermen wherein the Town Clerk certified that upon due investigation found the above individuals who signed the aforementioned Petition constitute the owners of the land within the boundaries described in said Petition and, as hereinafter described, that said boundaries are contiguous to the present Town limit primary boundaries, and are eligible to be annexed pursuant to G.S. 160A-31, et seq. of the General Statutes of North Carolina; and,

**WHEREAS**, following the receipt by the Mayor and Board of Aldermen of the Town of Landis, North Carolina, of a Certificate of Sufficiency from the Town Clerk of the Town of Landis, said information and due consideration thereof by the Board, passed a motion to adopt a Resolution whereby a public hearing upon the question of such annexation was called to be had before the Mayor and Board of Aldermen of the Town of Landis at 6:00 p.m. on the 14<sup>th</sup> day of October 2024; and,

**WHEREAS**, the Town Clerk was duly authorized and did so cause notice of such public hearing to be published in the Salisbury Post, a newspaper having general circulation in the Town of Landis, North Carolina, at least ten (10) days prior to the date of such public hearing, such notice contained Rowan County property identification numbers of the areas proposed to be annexed as set forth in the Petition; and,

**WHEREAS**, it appears to the Mayor and Board of Aldermen from the publisher's Affidavit with clipping attached thereto, duly filed with the Town Clerk, that a notice of such public hearing as directed by the Mayor and Board of Aldermen was duly published in the Salisbury Post in its issue of the 1<sup>st</sup> and 8<sup>th</sup> days of October, 2024, which first date of publication was at least ten (10) days prior to the date set for such public hearing; and,

**WHEREAS**, a public hearing was held by the Mayor and Board of Aldermen of the Town of Landis on the 14<sup>th</sup> day of October 2024 at the stated time and place where the petitioners and any other residents of the Town of Landis were given an opportunity to appear and be heard on the question of the sufficiency of the Petition and the desirability of the annexation; and,

**WHEREAS**, the Mayor and Board of Aldermen, after due deliberation and consideration during the regular Mayor and Board of Aldermen meeting held on October 14, 2024, now finds that the Petition meets the requirements of G.S. 160A-31, et seq. of the General Statutes of North Carolina, that the Petition contained the signatures of the owners of the real property within the area proposed for annexation, that the Petitions are otherwise valid and that the public health, safety and welfare of the inhabitants of the Town and of the area proposed for annexation will be best served by the annexation through the expansion, now or in the future, of essential public services provided by the Town.

**NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED** by the Mayor and Board of Aldermen of the Town of Landis, North Carolina, in regular meeting assembled the 14<sup>th</sup> day of October 2024, hereby adopts this ordinance as follows:

**SECTION 1:** That the area described in the Petition for contiguous annexation be and the same is hereby annexed to and is made a part of the corporate limits of the Town of Landis, North Carolina, the areas being described in Attachment "A" hereto.

**SECTION 2:** From and after the effective date of this Ordinance, the territory so annexed and the property therein located shall be subject to all debts, laws, ordinances and regulations in force in the Town of Landis, North Carolina, and shall be entitled to the privileges and benefits available to other parts of the municipality. The newly annexed territory shall be subject to municipal taxes levied as provided in Section 160A-58.10 of the General Statutes of North Carolina.

**SECTION 3:** It shall be the duty of the Mayor of the Town of Landis to cause an accurate map of such annexed territory, together with a copy of this Ordinance duly certified, to be recorded in the office of the Register of Deeds of Rowan County, North Carolina, and in the office of the Secretary of State of North Carolina.

**SECTION 4:** This Annexation shall become effective upon adoption.

Adopted this 14<sup>th</sup> day of October 2024.

s/ \_\_\_\_\_  
**Meredith Bare Smith, Mayor**

s/ \_\_\_\_\_  
**Madison Stegall, Town Clerk**



# ATTACHMENT "A"

Location Map(s) from Rowan County GIS showing Rowan County Parcel ID 156 0010000002 within a blue outline on a light color background and the corporate limits of the Town in a sand color background:



**AN ORDINANCE AMENDING THE LANDIS DEVELOPMENT ORDINANCE OF THE TOWN OF LANDIS, NORTH CAROLINA**

Ordinance #ZMA-2024-10-14-1

**BE IT ORDAINED** by the Mayor and Board of Aldermen of the Town of Landis, North Carolina that the Official Zoning Map (OZM) of the Landis Development Ordinance (LDO) be amended in accordance with Article 6 of G.S. 160D. The subject property of BRITTANY ALEXIS SIMMONS, located at 0 W DAVIS ST, Landis, NC 28088 (Rowan County Parcel ID 156 0010000002) lying outside the Town Limits of the Town on the south side of West Davis Street and described with illustration in Attachment “A” attached hereto be designated upon the OZM as follows:

**Part 1. Consistency with Adopted Comprehensive Plan.**

The Board of Aldermen finds that a zoning map amendment applicable to the subject property, establishing a zoning designation in accordance with G.S. 160D-604(a) of “Single-Family Residential-3 District” (SFR-3) is consistent with the Town’s 2040 Comprehensive Land Use Plan (the Plan) and the “Neighborhood” designation upon the adjacent property appearing on its “Future Land Use Map” therein as amended, as required by G.S. 160D-605(a).

**Part 2. Statement of Reasonableness.**

This amendment is reasonable because the subject property allows for the growth and expansion of neighborhoods supporting the local economic base of the Town while improving access to quality open spaces and environmental amenities to improve the quality of life for Landis residents by enabling additional housing opportunities developed in accordance with the LDO.

**Part 3. Designation of Zoning Designation.**

That Rowan County Parcel located at 0 W DAVIS ST, Landis, NC 28088 (Rowan County Parcel ID 156 0010000002), as shown in Attachment “A” attached hereto shall be designated “Single-Family Residential-3 District” (SFR-3) on the Official Zoning Map.

**Part 4. Amendment of Future Land Use Map.**

That Rowan County Parcel ID 156 0010000002 as shown in Attachment “A”, attached hereto, shall be designated “Neighborhood” on the Future Land Use Map.

**Part 5. Effective Date.**

This Ordinance shall be effective immediately upon its adoption.

Adopted the 14<sup>th</sup> day of October 2024.

s/ \_\_\_\_\_  
Meredith Bare Smith, Mayor

s/ \_\_\_\_\_  
Madison Stegall, Town Clerk

Attachment "A"

Location Maps from Rowan County GIS:



Recommended by Planning Department 2024



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

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

**ITEM TYPE:** Public Hearing

**AGENDA SECTION:** Public Hearings

**SUBJECT:** Consider Zoning Map Amendment ZMA-2024-10-14-2 - Legendre to CIV

**DETAILS:**

Legislative Hearing - Consider Zoning Map Amendment ZMA-2024-10-14-2 - Legendre to CIV

- 1. Overview from Staff
- 2. Open Hearing
- 3. Comments by Public
- 4. Close Hearing
- 5. Ordinance #ZMA 2024-10-14-2

**AN ORDINANCE AMENDING THE LANDIS DEVELOPMENT ORDINANCE  
OF THE TOWN OF LANDIS, NORTH CAROLINA**

Ordinance #ZMA-2024-10-14-2

**BE IT ORDAINED** by the Mayor and Board of Aldermen of the Town of Landis, North Carolina that the Official Zoning Map (OZM) of the Landis Development Ordinance (LDO) be amended in accordance with Article 6 of G.S. 160D. The subject property of STEVEN R & KATELIN M LEGENDRE, located at 0 S Chapel St., Landis, NC 28088 (Rowan County Parcel ID 108 109) lying on the south side of West Beaver Street and described with illustration in Attachment “A” attached hereto be designated upon the OZM as follows:

**Part 1. Consistency with Adopted Comprehensive Plan.**

The Board of Aldermen finds that a zoning map amendment applicable to the subject property, establishing a zoning designation in accordance with G.S. 160D-604(a) of “Civic District” (CIV) is consistent with the Town’s 2040 Comprehensive Land Use Plan (the Plan) and the “Neighborhood” designation upon the adjacent property appearing on its “Future Land Use Map” therein as amended, as required by G.S. 160D-605(a).

**Part 2. Statement of Reasonableness.**

This amendment is reasonable because the subject property allows for the growth and expansion of neighborhoods supporting the local economic base of the Town while improving access to quality open spaces and environmental amenities to improve the quality of life for Landis residents by enabling additional housing opportunities developed in accordance with the LDO.

**Part 3. Designation of Zoning Designation.**

That Rowan County Parcel located at 0 S Chapel St., Landis, NC 28088 (Rowan County Parcel ID 108 109), as shown in Attachment “A” attached hereto shall be designated “Civic District” (CIV) on the Official Zoning Map.

**Part 4. Effective Date.**

This Ordinance shall be effective immediately upon its adoption.

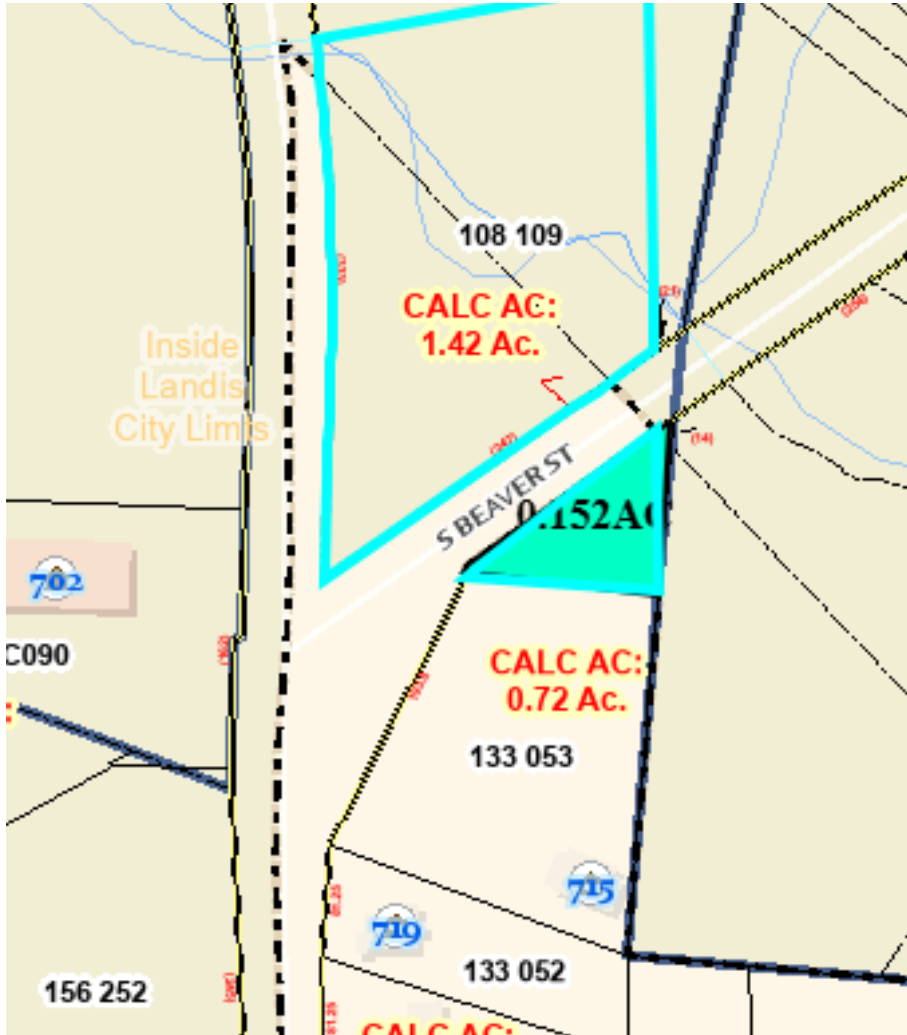
Adopted the 14<sup>th</sup> day of October 2024.

s/ \_\_\_\_\_  
Meredith Bare Smith, Mayor

s/ \_\_\_\_\_  
Madison Stegall, Town Clerk

Attachment "A"

Location Map from Rowan County GIS:



Recommendation



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Jeneen McMillen, Finance Director

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Ordinances/Resolutions

**SUBJECT:** **Consider Approval of Resolution #2024-10-14-1 and Approval of Grant Project Ordinance #2024-10-14-3 and Corresponding Budget Amendment #10 to Receive \$7,500 in Funds from the Erie Insurance Fire Grant for a Strong Arm Extrication Tool**

**DETAILS:**

Please consider accepting a grant of \$7,500 from Erie Insurance for the Fire Department. This money will be used to purchase a strong-arm extrication tool, also known as the "Jaws of Life". The tool cuts, lifts and spreads metal, aluminum and wood. It cuts through rebar, chain, and two-by-four wood. The extrication tool can also get under collapsed roofs and breach walls. It is compact and easy to carry and able to fit into tight spaces. This tool has been heat, smoke, and firefighter tested.

Please consider approving Resolution #2024-10-14-1, Grant Project Ordinance #2024-10-14-3, and corresponding Budget Amendment #10 to increase the revenue to receive the funds and to increase the expenditures for the Fire Department.

Jack Smith

Re: Vehicle Extrication

Hello Jack Smith,

We are happy to inform you that Erie Insurance has approved your grant request and will be sending you \$7,500.00. We hope this will assist your organization in achieving its goals, and we thank you for your patience during the review process.

Please contact the Giving Network at [givingnetwork@erieinsurance.com](mailto:givingnetwork@erieinsurance.com) if you require an ERIE logo, ad, banner, or plan to issue a press release with ERIE's mention. As a reminder, all organizations who receive \$10,000 or more per calendar year are required to complete outcomes reporting; a reminder will be sent in January with the latest possible due date.

Sincerely,

Erie Insurance





## TOWN OF LANDIS RESOLUTION ACCEPTING GRANT OFFER FROM ERIE INSURANCE

**WHEREAS,** the Town of Landis has received an earmark for equipment for the fire department,

**WHEREAS,** Erie Insurance has offered funding in the amount of \$7,500 to purchase a strong-arm extrication tool,

**WHEREAS,** the Town of Landis intends to purchase the equipment in accordance with the agreement with Erie Insurance,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF LANDIS:**

That the Town of Landis does hereby accept the Erie Insurance Grant offer of \$7,500. That Michael Ambrose, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as Erie Insurance may request in connection with this grant

**ADOPTED THIS THE 14<sup>TH</sup> DAY OF OCTOBER 2024.**

---

Meredith Bare Smith, Mayor

**ATTEST:**

[SEAL]

---

Madison Stegall, Town Clerk



**ORDINANCE #GPO-2024-10-14-3**

**GRANT PROJECT ORDINANCE: Erie Insurance**

**WHEREAS**, the Town of Landis will be receiving funds from the Erie Insurance Grant in the amount of \$7,500 for the purchase of a strong-arm extrication tool, and

**WHEREAS**, the Town of Landis desires to establish a grant project ordinance to track the revenues and expenditures for the project;

**BE IT ORDAINED** by the Board of Aldermen of the Town of Landis, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby established and adopted:

**Section 1:** The project authorized is to purchase a strong-arm extrication tool to be funded by the Erie Insurance Grant.

**Section 2:** The officers of this unit of government are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

**Section 3:** The following amount is appropriated for the Project:

Purchase Strong-Arm Extrication Tool	\$ <u>7,500</u>
Total Appropriations	\$ 7,500

**Section 4:** The following revenues are anticipated to be available to complete this Project:

Grant from Erie Insurance Funds	\$ <u>7,500</u>
Total Revenues	\$ 7,500

**Section 5:** The Finance Director is hereby directed to maintain within the General Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

**Section 6:** The Finance Director is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis until the grant revenue has been appropriated completely.

**Section 7:** The Town Manager is directed to include a detailed analysis of past and future costs and revenues for this grant project in every budget submission made to this Board until this project is complete.

**Section 8:** A copy of this Grant Project Ordinance shall be entered into the Governing Board’s meeting minutes, and within five days after adoption, copies shall be filed with the Finance Director, Town Manager, and in the Office of the Town Clerk for direction in carrying out this project.

**BE IT FURTHER ORDAINED** by the Board of Alderman of the Town of Landis that this ordinance shall become in full force and effective upon adoption.

**ADOPTED** this 14<sup>th</sup> day of October, 2024.

\_\_\_\_\_  
Meredith B. Smith, Mayor

ATTEST:

{SEAL}

\_\_\_\_\_  
Madison Stegall, Town Clerk

Town of Landis, NC  
Budget Amendment #10  
Monday, October 14, 2024

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
10-0000-4097	Grants Received	7,180.00	7,500.00		14,680.00
10-5200-5215	Equipment	12,000.00	7,500.00		19,500.00

15,000.00

To increase the grant revenue account to accept a grant from Erie Insurance. The fire department will purchase a strong-arm extrication tool with this grant.

Was presented to the Board of Aldermen and approved on: \_\_\_\_\_ Date: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Jeneen McMillen, Finance Director

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of Resolution #2024-10-14-2 and Approval of Grant Project Ordinance #2024-10-14-4 and Corresponding Budget Amendment #9 to Receive \$7,180 in Funds from the Cannon Foundation Grant for the Purchase of Five New Ballistic Vests for the Police Department**

**DETAILS:**

Please consider accepting a grant of \$7,180 from Cannon Foundation. This grant will allow for the Town to purchase five ballistic vests for the police department. This grant does not require a match from the Town, and will play a crucial role in ensuring the safety of our personnel as they serve our community.

Please consider approving Resolution #2024-10-14-2, Grant Project Ordinance #2024-10-14-4, and corresponding Budget Amendment #9 to increase the revenue to receive the funds and to increase the expenditures for the Police Department.



## TOWN OF LANDIS RESOLUTION ACCEPTING A GRANT FROM THE CANNON FOUNDATION

**WHEREAS,** the Town of Landis received a grant from the Cannon Foundation,

**WHEREAS,** the Police Department applied for this grant,

**WHEREAS,** the Town of Landis intends to use this money for ballistic vest for the police officers.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF LANDIS:**

That the Town of Landis does hereby accept the Cannon Foundation grant in the amount of \$7,180. That Michael Ambrose, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as Cannon Foundation may request in connection with these funds.

**ADOPTED THIS THE 14<sup>TH</sup> DAY OF OCTOBER 2024.**

---

Meredith Bare Smith, Mayor

**ATTEST:**

[SEAL]

---

Madison Stegall, Town Clerk



**ORDINANCE #GPO-2024-10-14-4**

**GRANT PROJECT ORDINANCE: Cannon Foundation**

**WHEREAS**, the Town of Landis received funds from the Cannon Foundation Grant in the amount of \$7,180 for the purchase of ballistic vests, and

**WHEREAS**, the Town of Landis desires to establish a grant project ordinance to track the revenues and expenditures for the project;

**BE IT ORDAINED** by the Board of Aldermen of the Town of Landis, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby established and adopted:

**Section 1:** The project authorized is to purchase ballistic vests to be funded by the Cannon Foundation Grant.

**Section 2:** The officers of this unit of government are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

**Section 3:** The following amount is appropriated for the Project:

Purchase Ballistic Vests	\$ <u>7,180</u>
Total Appropriations	\$ 7,180

**Section 4:** The following revenues are anticipated to be available to complete this Project:

Grant from Cannon Foundation Funds	\$ <u>7,180</u>
Total Revenues	\$ 7,180

**Section 5:** The Finance Director is hereby directed to maintain within the General Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and all state and federal regulations.

**Section 6:** The Finance Director is directed to report on the financial status of each project element in Section 3 of this ordinance on a quarterly basis until the grant revenue has been appropriated completely.

**Section 7:** The Town Manager is directed to include a detailed analysis of past and future costs and revenues for this grant project in every budget submission made to this Board until this project is complete.

**Section 8:** A copy of this Grant Project Ordinance shall be entered into the Governing Board’s meeting minutes, and within five days after adoption, copies shall be filed with the Finance Director, Town Manager, and in the Office of the Town Clerk for direction in carrying out this project.

**BE IT FURTHER ORDAINED** by the Board of Alderman of the Town of Landis that this ordinance shall become in full force and effective upon adoption.

**ADOPTED** this 14<sup>th</sup> day of October, 2024.

---

Meredith B. Smith, Mayor

ATTEST:

{SEAL}

---

Madison Stegall, Town Clerk



Town of Landis, NC  
Budget Amendment #9  
Monday, October 14, 2024

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
10-0000-4097	Grants Received	-	7,500.00		7,500.00
10-5100-5110	Uniforms	12,000.00	7,500.00		19,500.00

15,000.00

To increase the grant revenue account to accept a grant from the Cannon Foundation.  
The police department will purchase ballistic vests with this grant.

Was presented to the Board of Aldermen and approved on: \_\_\_\_\_ Date: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Madison Stegall, HR Director/Town Clerk

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Ordinances/Resolutions

**SUBJECT:** **Consider Approval of the Christmas Parade Street Closure Ordinance #2024-10-14-5**

**DETAILS:**

Please consider approval of the Christmas Parade Street Closure Ordinance #2024-10-14-5 that will be held on Tuesday, November 26, 2024.



**AN ORDINANCE DECLARING THE CLOSURE OF PORTIONS OF BOTH SOUTH AND NORTH MAIN STREETS FOR THE 2024 SOUTHERN ROWAN CHRISTMAS PARADE**

**WHEREAS**, the Town of Landis annually participates in the Southern Rowan Christmas Parade event for the pleasure of its citizens; and

**WHEREAS**, this festival requires the closure of portions of South and North Main Streets (US 29A) in order to provide adequate security and crowd control; and

**WHEREAS**, the proposed street closures are not likely to unreasonably interfere with public transportation and emergency services.

**NOW, THEREFORE BE IT ORDAINED**, by the Town of Landis Board of Aldermen pursuant to the authority granted by G.S. §20-169, that they do hereby declare a temporary road closure during the date and times set forth below on the following described portions of a State Highway System route:

**Date:** Tuesday, November 26, 2024

**Times:** 2:00 p.m. - 6:00 p.m.

**Route Description:** South Main Street beginning at its intersection with Sixth Street to North Main Street at its intersection with Coach Deal Drive.

This ordinance shall be in full force and effect from and after the date of adoption.

Adopted this the 14th day of October 2024.

---

Meredith Bare Smith, Mayor

**ATTEST:**

---

Madison Stegall, Town Clerk



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Madison Stegall, HR Director/Town Clerk

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Ordinances/Resolutions

**SUBJECT:** **Consider Approval of the Fall Festival Street Closure Ordinance #2024-10-14-6**

**DETAILS:**

Please consider approval of the Fall Festival Street Closure Ordinance #2024-10-14-6 that will be held on Saturday, October 26, 2024, from 10:00am-7:30pm. This will include a closure from S. Main Street / E. Ryder Ave. (to) N. Chapel St. / E. Ryder Ave. and closure from N. Central Ave. / E. Garden St. (to) S. Central Ave. / E. Mills St.



**AN ORDINANCE DECLARING ROAD CLOSURES FOR THE 2024 TOWN OF  
LANDIS FALL FESTIVAL**

**WHEREAS**, the Town of Landis annually holds a Fall Festival event for the pleasure of its citizens; and

**WHEREAS**, this festival requires the closure of a portion of South Main Street (US 29A), and Ryder Avenue, in order to provide adequate security and crowd control; and

**WHEREAS**, the proposed street closures are not likely to unreasonably interfere with public transportation and emergency services.

**NOW THEREFORE BE IT ORDAINED** by the Town of Landis Board of Aldermen pursuant to the authority granted by G.S. §20-169, that they do hereby declare a temporary road closure during the date and times set forth below on the following described portions of a State Highway System route:

**Date:** Saturday, October 26, 2024

**Time:** 10:00 AM - 7:30 PM

**Route Description:** Closure from S. Main Street / E. Ryder Ave. (to) N. Chapel St. / E. Ryder Ave. Also closing from N. Central Ave. / E. Garden St. (to) S. Central Ave. / E. Mills St.

This ordinance shall be in full force and effect from and after the date of adoption.

Adopted this 14th day of October 2024.

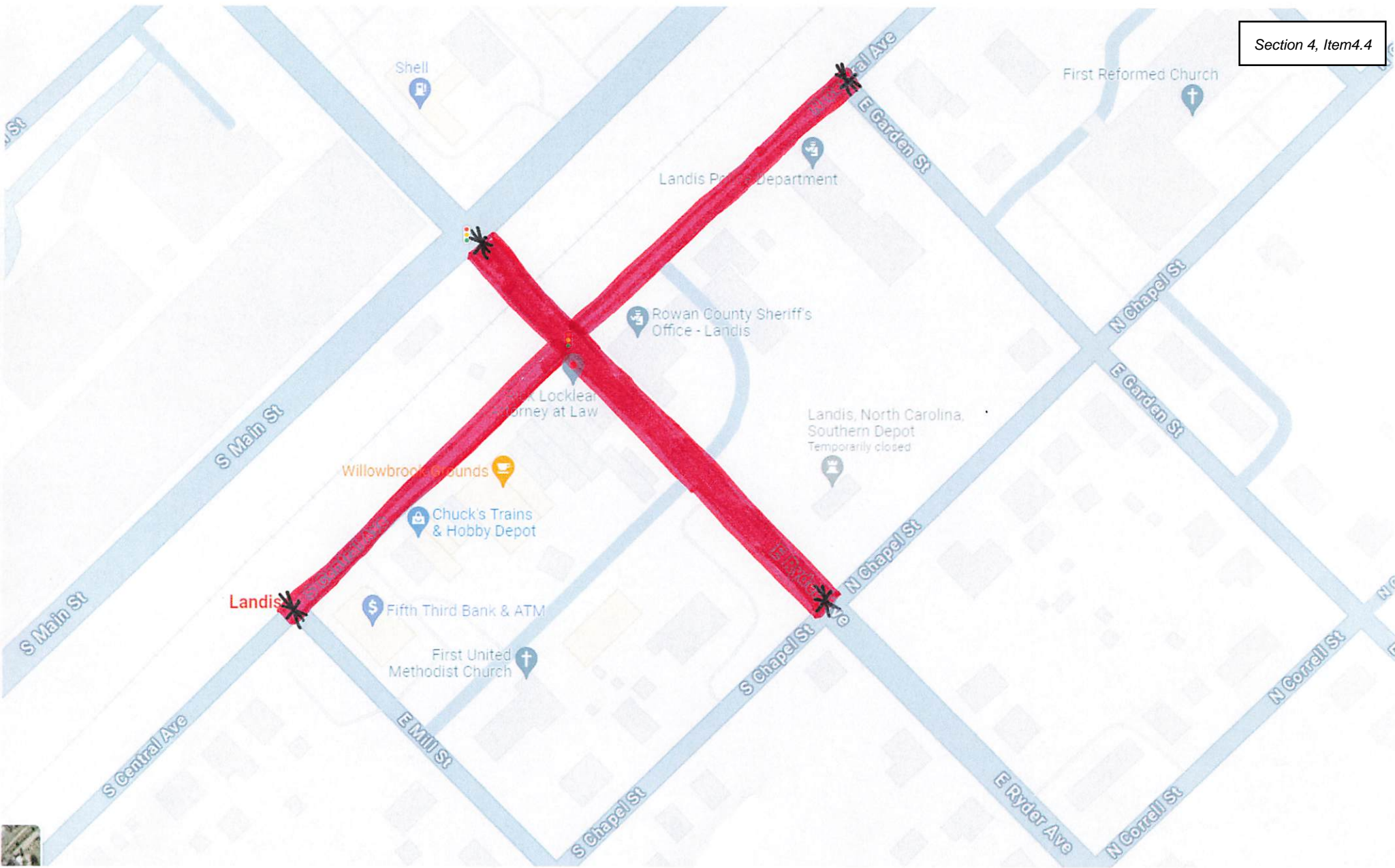
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Meredith Bare Smith, Mayor

**ATTEST:**

---

Madison Stegall, Town Clerk



Closure from S. Main Street / E. Ryder Ave. (to) N. Chapel St. / E. Ryder Ave.  
Also closing from N. Central Ave. / E. Garden St. (to) S. Central Ave. / E. Mills St.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Michael D. Ambrose, Town Manager

**ITEM TYPE:** Considerations

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of New Substation to Increase Capacity and Provide Redundancy of Our Electric System**

**DETAILS:**

Consider Approval of a New Electric Substation for the Town of Landis, that is recommended to be housed at the current Public Works Facility. Over the past year, the Town has been in contact with Electricities to increase the capacity of the town's current electric substation. This increase is necessary for the town's electric system to grow, and continue to serve new development in the area. Considering the age of the current substation, it has been recommended to construct a new substation, which will allow for redundancy within the town's electric system. The redundancy will allow for one substation to remain online, while performing outage work on the other substation in the future. This redundancy will not be simultaneous, however it will allow citizens to be back online within a few minutes. The substation is slatted to cost between 3.5, and 4.1 million dollars given inflation over the next few years.

If approved tonight, this will allow us to move forward with constructing the substation plans, and getting those plans approved by Electricities. This will also allow for us to procure a contractor to construct this substation, and allow us to move forward with Southeastern Consulting as the town's Electrical Engineer on the project. This project will have to go through several approvals with NCDEQ as well. We anticipate this project taking three to four years to complete.

I make the recommendation to support the new Electric Substation for the Town, in order to serve new development, and allow for redundancy/stability for all electric customers.



# Item Cover Page

**MEETING TYPE:** Board of Alderman

**DATE:** October 14,2024

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval to Remove and Replace the Boardwalk From Lake Corriher Park Office to Lake Corriher Fishing Pier**

**DETAILS:**

This is a request to approve the replacement of the boardwalk at Lake Corriher Wilderness Park that leads from the Park Office to Lake Landis Fishing Pier. The existing walkway is ten years old and has rotting/broken boards and handrails. The pavers at the bottom of the walkway have begun to crumble and break. The Town has received recommendations from three different contractors, who all state the new boardwalk should consist of composite decking boards to ensure a longer-lasting, maintenance-free life. The composite will also withstand the threats of moisture, rot, and insects.

We obtained (3) quotes for this project which include the removal of the current decking boards and rails. The construction of the new boardwalk will meet all code and ADA requirements, and disposing of all construction debris.

The companies that submitted quotes are Brazawood LLC for the amount of \$23,500.00, Ketchie Street Renovations for the amount of \$27,550.00, and Carolina Construction Entities for the amount of \$27,675.00.

My recommendation for this project is Brazawood LLC. This company was very thorough in identifying our current issues and offering solutions. Their quote is cost-efficient and goes above by including structural rectification, meaning all structural areas that come in direct contact with the ground will be wrapped in rubberized flashing, creating a protective barrier against moisture. This is another step towards keeping the posts and structural frame durable and long- lasting for many years to come.



## Construction Entities, LLC

**Date:** 9-3-24

**Email:** [todd@carolinaconstructionent.com](mailto:todd@carolinaconstructionent.com)

Todd Drolshagen

704-237-7610

**Subject:**

Landis Campground Walkway  
Replacement

**REVISED**

**Client:**

City of Landis  
Landis, NC

Michael Ambrose

[mambrose@jtownoflandisnc.gov](mailto:mambrose@jtownoflandisnc.gov)

Jessica St. Martin

[jstmartin@townoflandisnc.gov](mailto:jstmartin@townoflandisnc.gov)

Dear Mr. Ambrose,

Carolina Construction Entities LLC is pleased to submit our proposal for the above project.

Our proposal includes all necessary supervision, labor, equipment, and materials to perform the following detailed scope of work at the aforementioned stated location

### **DOCUMENTS**

- Drawings: No Drawings

### **SCOPE OF WORK**

Carolina Construction Entities LLC scope of work is limited to the following:

- Removal of existing walkway and bridge
- Place new footings for framing
- Build new framing from porch to beach area with treated lumber
- Install new composite flooring on entire walkway
- Install new hand railings- top horizontal railing to be composite
- Disposal of all demolition and construction debris

Construction Entities, LLC

**LUMP SUM PRICING**

- Scope of work.....\$ 27,675.00

**SCOPE OF WORK**

- Same as above with the difference being wood floor boards and hand railings instead of composite

**LUMP SUM PRICING**

- Scope of work.....\$ 26,175.00

**CONDITIONS / ASSUMPTIONS**

This proposal and its listed clarifications, conditions and exclusions will be included as part of any mutually agreed upon contract generated from the offer.

- Carolina Construction Entities LLC will be given adequate site access for personnel and equipment including parking to allow uninterrupted performance of the work as scheduled.
- There is no retainage being held on this project.

**EXCLUSIONS**

*Standard:*

- Permits, Bonds, taxes, flooring other than what is listed, as-builts, shop drawings, staking, layout, liquidated damages, hazardous materials – lead, pcb’s and etc., unforeseen conditions, removal of contaminated or debris laden soil, prevailing wage rates, specialty insurance items not listed in this proposal.

**SCHEDULE**

This project schedule will be based on 40-hour work days from 8am to 5pm Mon.-Fri. retaining Saturday as optional work days if needed

**TERMS**

Deposit of a minimum of 50% due before arrival to job site, Progress payments if needed will be due within 7 days & final payment is due with in 7 days upon completion (per North Carolina laws), whether or not customer has received payment from another party. Carolina Construction Entities LLC reserves the right to pursue interest of 5%

Construction Entities, LLC

monthly at minimum for all overdue payments.

Upon commencement of work, this proposal shall become a binding contract between both parties.

Sincerely,

**Todd Drolshagen**

Please sign below as authorization to proceed and return by email:

\_\_\_\_\_  
Agreed and accepted by: Print/Sign

\_\_\_\_\_  
Date

*[THIS PROPOSAL IS VALID FOR THIRTY (30) DAYS]*



**BRAZAWOOD LLC**  
 +17042874146  
 Charlotte, North Carolina, 28262

**City of Landis Walkway Jessica St Martin**

**Date**  
 Jul 25, 2024

Estimate ES-10209

**Items**

#	Item	Material	Labor	Cost	Total
1	<p><b>Remove Current Boards</b></p> <p>Delicately extract the current deck boards to prepare for the installation of the new ones. Dispose of the debris in a location designated by the client. Debris removal will be completed within 2 to 3 business days following project completion.</p> <p>Unit: Pieces</p>	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
2	<p><b>Pressure Wash and Mold Remediation</b></p> <p>Meticulously pressure wash the entire structure using a mold killer solution to preempt any mold growth. This essential step not only extends the longevity of the structure but also ensures optimal adhesion of the stain to the surface, guaranteeing lasting protection and visual appeal.</p> <p>Unit: Pieces</p>	\$0.00	\$500.00	\$500.00	\$500.00
3	<p><b>Structural Rectification</b></p> <p>We're enhancing the longevity of your walkway by replacing the sections in direct contact with the ground. The new structure will be wrapped in rubberized flashing, creating a protective barrier against moisture and the elements. This innovative solution ensures a durable, solid deck that will stand the test of time for many decades.</p> <p>Unit: Pieces</p>	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
4	<p><b>Pressure Treated Deck Boards Installation</b></p> <p>We will be revitalizing your deck by installing new pressure-treated deck boards. These boards will be secured using CAMO edge screws, which will provide a clean, smooth surface without visible screws. This method not only enhances the deck's appearance but also creates a safer and more comfortable surface, especially for those using wheelchairs.</p>	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00

#	Item	Material	Labor		
5	<b>Railing Replacement</b> We will replace the entire railing by installing new posts and rails onto the walkway band using 6-inch structural screws to ensure a secure and building code-compliant handrail. The new horizontal boards will be made from 2x4 pressure-treated lumber, spaced no more than 3.5 inches apart to meet code requirements. This new railing will be sturdier and more aesthetically pleasing, featuring a flowing horizontal geometry. <b>Unit: Pieces</b>	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00

6	<b>Total Material Cost</b>	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00
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7	<b>Composite Boards Installation (Upgrade Option) + \$4500</b> Veranda deck boards offer a fantastic upgrade for your outdoor space. Here are the benefits:	\$0.00	\$0.00	\$0.00	\$0.00
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1. **Long-lasting Durability:** Veranda boards are built to withstand the elements, ensuring your deck remains in excellent condition for many years.
2. **Maintenance-Free:** These boards eliminate the need for regular staining, sealing, or painting, saving you time and money.
3. **Attractive Appearance:** Veranda boards have a sleek and attractive look, enhancing the beauty of your outdoor area.
4. **Easy Cleaning:** With their easy-to-clean surface, maintaining your deck is a breeze—just occasional washing with soap and water will do.
5. **Rot and Insect Resistance:** Unlike traditional wood, Veranda boards won't rot or attract insects, further extending the life of your deck.

Choosing Veranda deck boards ensures you enjoy a stunning, hassle-free outdoor living space that will last for years to come.

**Unit: Pieces**

<b>Subtotal</b>	\$19,000.00
<b>Tax</b>	\$0.00
<b>Total</b>	\$19,000.00
<b>Amount Paid</b>	\$0.00
<b>Balance Due</b>	\$19,000.00
Upgrade Option:	\$23,500.00

**Access Ramp - Composite**

Uploaded Jul 25, 2024

**Access Ramp - Materials Selection - Wood**

Uploaded Jul 25, 2024

**Terms and Conditions**

Hi Jessica!

The current estimate breakdown provides a detailed overview of labor costs for each project step, and the attachment includes a thorough breakdown of material costs for your convenience. This transparent presentation is designed to invite your feedback, ensuring that both materials and labor align with your budget and preferences.

If any adjustments are needed or if the budget doesn't align, rest assured we can make changes to meet your financial goals.

**To proceed with your project, a simple click on "approve" will suffice. Michelle will then be in touch to discuss your preferred starting date and address any queries you may have.**

**Additionally, if you are interested in exploring monthly payment options for added flexibility and convenience, please click on the link below to get pre-approved. We believe this offers an easy and affordable way to proceed with your project.**

**<https://app.gethearth.com/partners/brazawood-llc/matheus/apply>**

For any inquiries regarding the material list, project specifications, or labor costs, please don't hesitate to reach out to me directly at (704) 451 3435.

Feel free to reach out if you have any questions or need further clarification. We appreciate the opportunity to work with you and are committed to achieving your project goals.

**Memo****Brazawood - Expertly Crafted, Uniquely Yours: Premium Outdoor Living**

- **Our Website:** [www.brazawood.com](http://www.brazawood.com)
- **Our Instagram:** [https://www.instagram.com/brazawood?utm\\_source=ig\\_web\\_button\\_share\\_sheet&igsh=ZDNlZDc0MzIxNw==](https://www.instagram.com/brazawood?utm_source=ig_web_button_share_sheet&igsh=ZDNlZDc0MzIxNw==)
- **Our Google Page:** [brazawood llc - Google Search](#)
- **Our Yelp Page:** [BRAZAWOOD - Updated July 2024 - 59 Photos - Charlotte, North Carolina - Decks & Railing - Phone Number - Yelp](#)
- **Our Thumbtack Page:** [Brazawood - Premium Outdoor Living | Charlotte, NC \(thumbtack.com\)](#)

**BRAZAWOOD LLC**



Company Signature

Client Signature

# Ketchie Street Renovations

410 West 1st Street | China Grove, North Carolina 28023  
 7049295220 | anson@ketchiestreetreno.com | www.ketchiestreetreno.com

**RECIPIENT:**

**Jessica St. Martin**  
 312 North Main Street  
 Landis, North Carolina 28088

Quote #124	
Sent on	Sep 04, 2024
<b>Total</b>	<b>\$27,550.00</b>

Product/Service	Description	Qty.	Unit Price	Total
Demo and Disposal	Demo and disposal of existing decking boards and handrail.	1	\$2,580.00	\$2,580.00
Install Decking Boards	Installation of pressure treated decking boards on walkway	1	\$11,025.00	\$11,025.00
Install Wood Handrail	Install wood pressure treated handrail with the same design currently in place.	1	\$3,675.00	\$3,675.00
Composite Deck Upgrade	Upgrade to FiberOn Composite decking system. Labor and Materials	1	\$10,270.00	\$10,270.00

**A deposit of \$13,775.00 will be required to begin.**

<b>Total</b>	<b>\$27,550.00</b>
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This quote is valid for the next 30 days, after which values may be subject to change.

\* Non-taxable





## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

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

**ITEM TYPE:** Considerations

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of a Partnership with Rowan County Health Department /Town of Landis Walking Map**

**DETAILS:**

Dylan Mott, Rowan Public Health Education Program Director, reached out to partner with the Town to develop a walking map through Landis. Rowan County has been partnering with other municipalities to develop maps to showcase community landmarks, while promoting active living.

Rowan County Public Health will be responsible for funding and coordinating the initiative. The Town of Landis will be responsible for assisting in the design/map creation and erecting the signage in the appropriate area.

The map will consist of the Landis logo, colors, any historical information, and the "Be A Landis Original" slogan. Additionally, it will contain specific health facts regarding walking and accumulated steps. The route is limited to a 1-3 mile radius. If approved, it will take 4-8 weeks for completion. I have included a map of a suggested walking area in our town.

Samples of previous maps created for other municipalities are attached for your review. I make the recommendation to approve the partnership, as this will not cost the Landis Taxpayer any money. This project is being expensed by the county, and their grant funding opportunity.

# Google Maps Landis



Red Route: (1 mile)

Yellow Route: (2 miles)





# GRANITE QUARRY LAKE PARK WALKING TRAILS

Section 6, Item 6.3



- ▶ **BLUE PATH** (0.73 miles roundtrip)
- ▶ **ORANGE PATH** (0.18 miles roundtrip)
- ▶ **RED PATH** (0.55 miles roundtrip)



## TAKE STEPS TO A HEALTHIER YOU!

Walking is a great way to get active, manage weight and chronic disease, reduce stress, and improve the quality of sleep. The Healthy Rowan Coalition has identified a safe and convenient route that you can walk today. So grab your water and your shoes and let's walk!

## CALORIES & STEPS

1 mile =  2,000 steps (100 calories)

Use a pedometer to track your steps. Try to get as many steps as you can per day.


**Daily goal: 5 miles** (10,000 steps, 500 calories burned)

## SAFETY TIPS TO KEEP IN MIND

- Let someone know where you plan to walk
- Always carry your ID
- Wear comfortable closed toe shoes
- Stay alert and walk facing traffic
- Use crosswalks and follow traffic signals
- Avoid walking after dark

## To lose one pound in one week, you need to:

1. Burn 3,500 more calories that week
2. Eat 3,500 less calories that week
3. Do a combination of both which works best – move more and eat less calories

 35 miles walked =  3,500 calories =  1 pound of fat



For more ways to be active, go to: [www.RowanMoves.com](http://www.RowanMoves.com)





# TOWN OF SPENCER HISTORIC WALKING TOUR



**SPENCER**  
NORTH CAROLINA  
*Rowan's Original Gateway.*

## TAKE STEPS TO A HEALTHIER YOU!

Walking is a great way to get active, manage weight and chronic disease, reduce stress, and improve the quality of sleep. The Healthy Rowan Coalition has identified a safe and convenient route that you can walk today. So grab your water and your shoes and let's walk!

## CALORIES & STEPS

**1 mile = 2,000 steps**  
(100 calories)

Use a pedometer to track your steps. Try to get as many steps as you can per day.

**Daily goal: 5 miles** (10,000 steps)

### To lose one pound in one week, you need to:

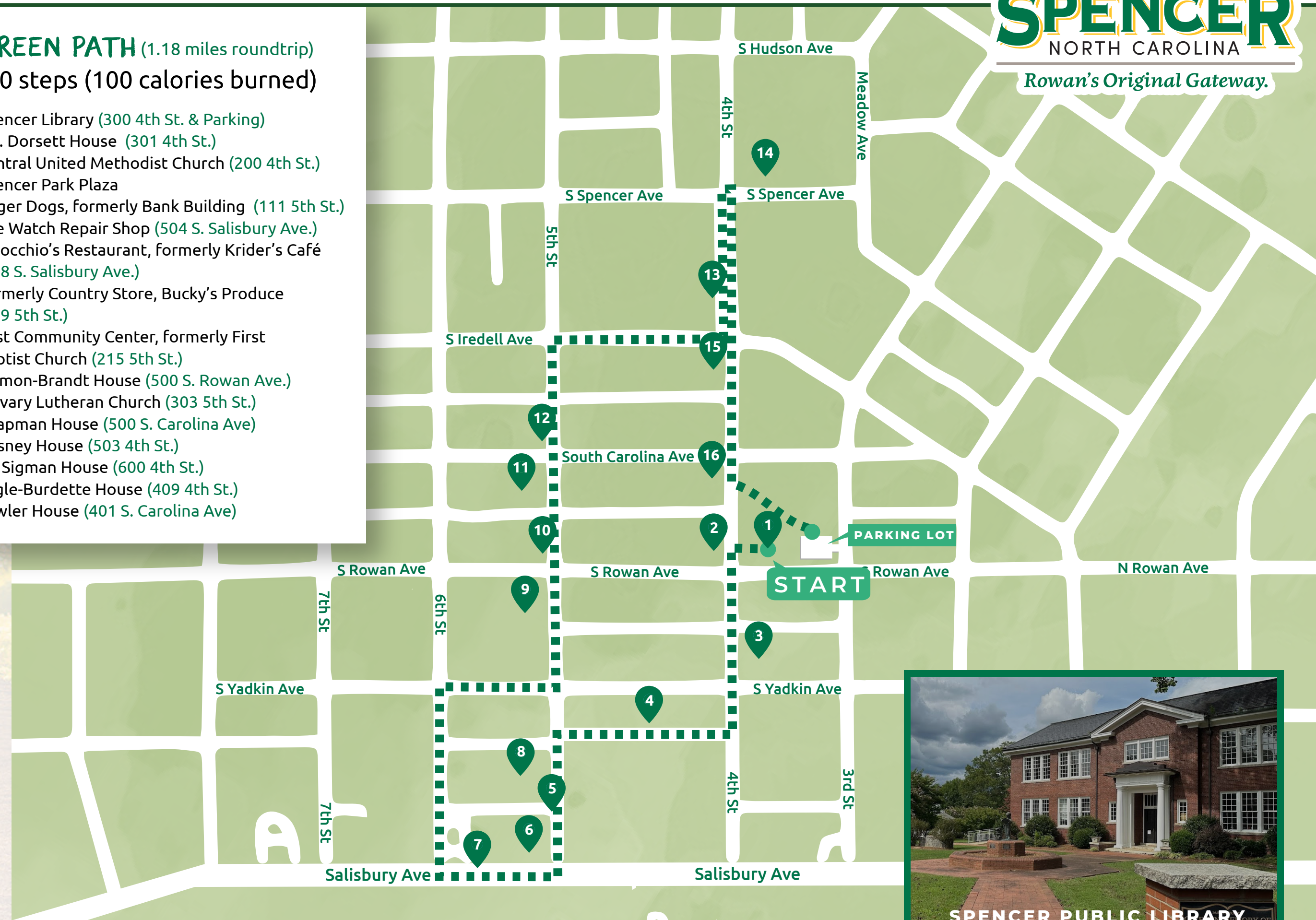
1. Burn 3,500 more calories that week
2. Eat 3,500 less calories that week
3. Do a combination of both which works best – move more and eat less calories

**35 miles walked = 3,500 calories = 1 pound of fat**



## ▶ GREEN PATH (1.18 miles roundtrip) 2,400 steps (100 calories burned)

- 1 Spencer Library (300 4th St. & Parking)
- 2 J.K. Dorsett House (301 4th St.)
- 3 Central United Methodist Church (200 4th St.)
- 4 Spencer Park Plaza
- 5 Roger Dogs, formerly Bank Building (111 5th St.)
- 6 The Watch Repair Shop (504 S. Salisbury Ave.)
- 7 Pinocchio's Restaurant, formerly Krider's Café (518 S. Salisbury Ave.)
- 8 Formerly Country Store, Bucky's Produce (119 5th St.)
- 9 First Community Center, formerly First Baptist Church (215 5th St.)
- 10 Sigmon-Brandt House (500 S. Rowan Ave.)
- 11 Calvary Lutheran Church (303 5th St.)
- 12 Chapman House (500 S. Carolina Ave)
- 13 Gosney House (503 4th St.)
- 14 Dr. Sigman House (600 4th St.)
- 15 Eagle-Burdette House (409 4th St.)
- 16 Fowler House (401 S. Carolina Ave)



## STAY HYDRATED

Don't forget to bring water for your walk!

## SAFETY TIPS TO KEEP IN MIND

- Let someone know where you plan to walk
- Always carry your ID
- Wear comfortable closed toe shoes
- Stay alert and walk facing traffic
- Use crosswalks and follow traffic signals
- Avoid walking after dark



For more ways to be active, go to: [www.RowanMoves.com](http://www.RowanMoves.com)





## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Michael Ambrose, Town Manager

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of the DC and Frances Linn Brick Donation Project**

**DETAILS:**

Please consider approval of the DC and Frances Linn Brick Donation project. I have secured an etching company at the rate of \$13 a brick. The proposed pricing for the DC and Frances Linn Park bricks is \$75 for a veteran, \$100 for a citizen, and \$125 for a non-citizen. This pricing was passed at the last DC and Frances Linn Park Committee Meeting.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** October 14, 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:** October 14, 2024

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

**ITEM TYPE:** Report

**AGENDA SECTION:** Departmental Reports

**SUBJECT:** **September Report**

**DETAILS:**

**Events:**

The last Cruise-In of the season was September 6<sup>th</sup> which yielded a great turnout. Cars were displayed along South Central Avenue, and extended to the end of N. Central Avenue

The Landis Touch-A-Truck Event was Friday, Sept. 20<sup>th</sup> from 5:00-7:00pm along N. Central Avenue with Cars, Trucks, and equipment from our Fire, Police, and Public Works departments on display along with local military, EMS, race cars & other trucking companies. Kids met characters, Mario & Luigi! Town Staff passed out 175 treat bags to the children in attendance.

The Fall Festival/Trunk or Treat is Sat. Oct 26<sup>th</sup>. The event will take place on both sides of Central Avenue. Craft and Info Booths will be along the streets. Food Vendors in attendance will be Chick-fil-A, Terry’s Dawgs, Holy Smoke BBQ, Sunset Slushies, Heavenly Haven Kettle corn, Luxury Lemons, & Springtime’s Sweet Treats. The kid zone area will have 3 small amusement rides, 2 inflatables, a kid’s pumpkin patch, and hair and face painting. The Trunk or Treat will be during the entire event sponsored by The Town’s departments and other local businesses.

\*\*The event sponsors this year are The Town of Landis, Rowan Tourism, The Brook Church, Pinnacle Corrugated, Clint Miller Exterminating, SA Sloop Heating & Air, Frank C. Corriher Beef & Sausage, and Cannon Chiropractic.

**Additional 2024 Event Dates:**

Christmas Parade/ Tree Lighting- November 26, 2024, from 4pm-7pm (tree lights at 6pm)  
Campfire Christmas by the Lake- December 14, 2024, from 4pm-7pm

**Park Operations:**

- Continuing Lake level adjustments according to projected rainfalls
- Dead Tree Removal around the park office
- Participated in Rowan County Creek Week with a Free Fishing Day for Kids and Free Kayak launches for personal kayaks. We had 11 kids take advantage of the free fishing day on 9/15.
- AC/Heat Mini Splits were installed in the cabins on 9/24
- Park hours beginning October 1<sup>st</sup> are 8:00am-5:00 pm



**Pool Operations:**

- Landis Pool closed Monday, Sept. 2<sup>nd</sup> for the season.
- The pool has been drained, pressure washed, & filters and skimmers have been cleaned. The water was filled back in and has been chemically treated for the off-season.

**Campsite Reservations: 18 Shelter Rentals: 2 Daily Fishing Passes Sold: 425 State License: 25**

**Boat Registration: 6 2020 Ford Explorer Mileage: 58502 Ford F250 Mileage: 170921**





## Item Cover Page

**MEETING TYPE:** Board of Alderman  
**DATE:** October 14, 2024  
**SUBMITTED BY:** Carly Loflin, UB/AR Coordinator  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Department Reports  
**SUBJECT:** **Monthly Report**

**DETAILS:**

### Utility Services Monthly Report

<b>CASH PAYMENTS</b>	423
<b>CREDIT CARD PAYMENTS</b>	1339
<b>CHECK PAYMENTS</b>	1311
<b>BANK DRAFT PAYMENTS</b>	465
<b>DISCONNECTIONS</b>	36
<b>AMI ELECTRICAL METERS</b>	3287
<b>REMAINING MANUAL METERS</b>	26
<b>WATER METERS</b>	2204
<b>CUSTOMER USAGE PORTAL</b>	483



## Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** October 14<sup>th</sup>, 2024  
**SUBMITTED BY:** Blake Abernathy, Public Works Director  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Department Reports  
**SUBJECT:** Monthly Report  
**DETAILS:**

### Public Works Monthly Report

<b>Water/Sewer</b>	
Water Taps/Irrigation Taps	2
Water Meter Installs	10
Meter/MXU Change Outs	6
Customer Calls/Resident Needs	32
New/Current Work Orders & Start-Stop Service Requests	26
Water Main Breaks	0
Monitoring & Repairs Needed for Sewer Lift Station	0
Sewer Lift Station (Quantity 10)/Water Pump Station (Quantity 1) Quality	Daily
Hydrant Routes (Water Quality Flushing)	Complete

<b>Stormwater</b>	
Requested Repair Quotes	1
Storm Drain Repair and Maintenance	2

<b>Electric</b>	
New (Temp) Service	4
Disconnects	36
Streetlights	10
Security Lights	1
Pole Repair/Replace	9
Outages Caused by Environmental Factors	2
Outages Caused by Load Demand	3
Outages Caused by a Vehicle Wreck	0
Outages Caused by Other Reasons	0
New/Current Resident Work Orders	42

<b>Streets</b>	
Rowan County Dump Runs	9
Customer Calls/Resident Needs	43
New/Current Resident Work Orders	0



# Department Report

**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

**SUBMITTED BY:** Matthew Geelen, Police Chief

**ITEM TYPE:** Report

**AGENDA SECTION:** Departmental Report

**SUBJECT:**

**DETAILS:**

Total Calls for Service (Including Self-initiated calls) – 2,395

Self-Initiated Calls – 2,242

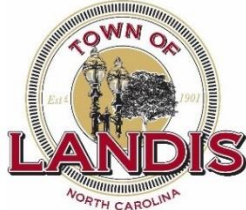
Calls for Service – 145

Traffic Stops - 182

Traffic Accidents – 8

**Vehicle Mileage:**

LPD-081: 143,383	LPD-173: 87,072	LPD-212: 24,575
LPD-101: 107,316	LPD-174: 74,335	LPD-231: 5,297
LPD-151: 73,548	LPD-175: 76,840	LPD-232: 8,706
LPD-161: 75,211	LPD-176: 70,758	LPD-233: 2,045
LPD-171: 74,328	LPD-177: 77,045	



# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** October 14, 2024  
**SUBMITTED BY:** Jason Smith, Fire Chief  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Departmental Reports  
**SUBJECT:** **Monthly Report**

**DETAILS:**

**MONTHLY STATS**

**MEDICAL:** 50  
**FIRE:** 42  
**TRAFFIC ACCIDENT:** 3  
**MUTUAL AID GIVEN:** 3  
**MUTUAL AID RECEIVED:** 5  
**TOTAL CALLS:** 95

**VEHICLE MILAGE**

**ENGINE 443:** 103187  
**ENGINE 442:** 36937  
**ENGINE 581:** 28810  
**LADDER 58:** 23159  
**CAR 44:** 137565  
**CHIEF 440:** 20794  
**ENGINE 441:** 2820

LANDIS DEVELOPMENT PLANS UNDER REVIEW


Section 7, Item 7.1

Application #	Name (surveyor & owner)	Job Address	Type/# of lots	Status FEES PD
<p><b>SITE-07-21</b>  <b>PLANNER OFFICE</b>                      (GRAY FILE DRAWER) WAS  <a href="#">JOHNSON/WOOD- NEW</a>  <a href="#">NAME: VILLAS AT LANDIS</a>  <b>RYDER PLACE</b>  <b>(11-8-22)</b></p>	<p>Yarbrough-Williams &amp; Hoyle                      (Nest Communities, LLC/Johnson Wood Townhomes)                      FEES PD:</p>	<p>Corner of E. Ryder Ave &amp; Upright Streets                      Map 109 149 &amp; 133 165</p>	<p>Major                      Subdivision                      Duplex,                      Townhomes, SF</p>	<p>10-11-21 Application/sketch rec'd  <b>10/11/21 \$100 SKETCH REVIEW</b>                      10-12-21 sketch plan reviewed by RF  <b>11-16-21 \$100</b> rec'd for review  <b>11-29-21 \$2,092.11</b> 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  <b>9/20/22 \$22,026.16 CONSTRUCTION PLANS REC'D WITH CALCULATIONS (BESIDE MAP CAGE)</b>                      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 &amp; DEV. AGR P/UP                      5-23-23 1<sup>st</sup> 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 - <b>**Construction</b> authorized upon completion of fees and several other requirements.          5-30-23 Operation and Maintenance Agreement rec'd  <b>6-6-23 Sent Zoning Permit Application</b>  <b>6-16-23 Stormwater Report From Alley William Carmen &amp; King</b>  <b>7-5-23 Rec'd water system specs.</b>  <b>8-9-23 Stormwater specs reviewed ready for pickup.</b>  <b>8-10-23 stormwater reviews p/up by courier.</b>  <b>12-7-23 Dev. Petition to NCDEQ for w/s regulation exception</b>  <b>1-25-24 issued Willingness to Serve for electricity</b>  <b>2-13-24 Rec'd NCDEQ Auth. For water system</b>  <b>2-20-24 Issued Willingness to Serve water and waste</b></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 &amp; Mt. Moriah Ch. Rd Map 130b 096</p>	<p><b>PROPOSED TOWNHOMES APARTMENTS</b></p>	<p><b>12-22-21 PAYMENT: \$100 SKETCH PLAN REV.</b>          12-28-21 RF to Engineer, email with comments re sketch plan layout.  <b>2-8-22 R. Flowe mtg w/Developer Engineer</b>          5-16-22DEV. MTG WITH R FLOWE SKTECH PLAT REV.  <b>7-5-22 PAYMENT \$100 FOR 5-16-22 REVIEW</b>  <b>7-15-22 REC'D 2 COPIES OF PRELIMINARY SITE PLAN-Location: floor beside map cage</b>  <b>Payment: site plan rev. \$388.25</b>  <b>8-10-22 PL. BD REVWD. PLAN REJECTED. DEV WILL SUBMIT ANOTHER SITE PLAN</b>          10-19-22 rec'd revised plan          11-8-22 OVERVIEW W/PL. BD.          11-16-22 MTG W/FLOWE &amp;MNGR- WILL RE-SUBMIT PLANS NO TRC ON CURRENT PLANS.          12-6-22 REC'D REVISED PLANS. R FLOWE COMMENTED. EMAILED ARCHITECT W/COMMENTS  <b>12-21-22 re-sent email of 12-6-22 to architect/confirmed recpt.</b>  <b>1-3-23 ACTIVE FILE</b>  <b>2-8-23 revised plan sent by email- next step is site dev. Plan rev.</b>  <b>2-28-23 PLAN HARD COPIES REC'D</b>  <b>2-28-23 PAYMENT: \$388.25 site plan rev.</b>  <b>3-2-23 REC'D REVISED SITE PLAN</b>  <b>3-15-23 Revised Site Plan approved- next step-construction plans &amp; review</b>  <b>5-17-23 SC spoke w/Arch. M. SIEMIENIEC- Construction plans to be del today.</b>  <b>5-18-23 per M.Siemieniec. plan del delay</b></p>

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<p>#11-21 LANDIS APTS</p>				<p>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 &amp; 28<sup>th</sup> 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 &amp; Soil Sedim. From County                      11-8-23 Pre-const. mtg set for 12-13-23 @ 9a.m. ✓                      12-13-23 Stormwater calcs needed.                      5-21-24 Groundbreaking Ceremony on site                      5-23-24 Permit issued                      6-13-24 Requested addresses from County GIS                      6-27-24 Emailed request for Const. Admin Fees                      8-14-24 R Flowe called to request Const. Admin Fees                      8-22-24 Const Admin fees Paid \$20,507.60</p>
<p> <b>YEAR 2022</b></p>				
<p>Application #</p>	<p>Name (surveyor &amp;/OR owner)</p>	<p>Job Address</p>	<p>Type/# of lots</p>	<p>Status FEES PD</p>
<p><b>SITE DEV 09-22</b>  <u>IRISH CREEK PREL. PLAT</u>  <u>LANDIS PORTION PHASE</u>  <u>2&amp;4</u></p>	<p>LENNAR CAROLINAS –                      LAND DESIGN ENGINEER                      NOTICE OF INTENT FOR                      NEW DEVELOPER-                      SHEA HOMES                      Philip Smith- Land                      Design</p>	<p>CANNON FARM                      RD</p>	<p>430 LOTS- MU-1                      &amp; SFR-2 CZ   <b>ZMA 24-04-08-1</b>  <b>MU-1 TO SFR-3</b></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 <b>TOTAL \$12,720</b>                      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                      12-19-23 Rec'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.&amp; Land Design                      2-26-24 Neighborhood Meeting for Phase II Site</p>



<p><b>SITE DEV 09-22</b>  <u>IRISH CREEK PREL. PLAT</u>  <u>LANDIS PORTION PHASE</u>  <u>2&amp;4</u></p>				<p>3-6 &amp; 3-7 Water/Sewer Plans rec'd          4-08-2024 PUB. HRNG ZMA- approved          4-16-24 Irish Crk Development Team met with P/Z          5-10-24 rec'd revised lot drawing          7-16-24 Teams meeting re phase 2 plans          8/6-24 Feed Paid          8-12-24 Phase 2 presented to Planning Board, TRC starts          8-26-24 Pub Wrks Info Reqst.          9-3-24 PP Plat Review          9-4-24 TRC</p>
<p><b>SITE DEV #10-22-</b>  <b>LANDIS RIDGE</b>  <b>LANDIS 85</b>  <del>OLD BEATTY FORD RD</del>  <del>INDUSTRIAL SITE</del></p> <p><b>NAME CHANGE:</b>  <u>LANDIS RIDGE</u>  <u>LANDIS 85</u></p> <p><u>DEV #10-22</u>  <u>LANDIS RIDGE</u></p> <p><del>OLD BEATTY FRD RD</del>  <del>IND. SITE</del>  <u>LANDIS 85</u></p>	<p>RYAN BEADLE/JACKSON-SHAW-          LIPE, MILLS, DEAL          PROPERTIES</p>	<p>OLD BEATTY          FORD RD          INDUSTRIAL SITE</p>	<p><u>ANNEX &amp; ZMA</u>  <u>LOTS:</u>          MAP 140,          PARCELS:          003,167, 138,          169 &amp; 170          11-14-22- BD          APPROVED          ANNEXATION          ZONING: IND          2-13-23 BD TO          CONSIDER          ANNEXATION          WITH PUB.          HEARING ON          MARCH 20, 2023          -BD APPROVED</p>	<p><b>9-13-22 REC'VD PAYMENT \$600 ZMA REQ.</b> ANNEX W/ ZMA          NOV.8 &amp; 14 2022 MTGS  <b>11-14-22 BD APPROVED ANNEX &amp; IND ZONING</b>          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) &amp; ZTA (TEXT AMEND.)  <b>1-3-2023 ACTIVE FILE</b>  <b>1-09-23 ANNEXATION REQ. TABLED UNTIL FEB</b>  <b>2-13-23 ZTA APPROVED ANNEX AND MAP AMEND SET FOR</b>  <b>MARCH PUB HEARING.</b>  <b>3-1-23 SITE PLAN REV. W/ DEV &amp; PUB. WORKS</b>  <b>3-14-23 FUNDS REC'D FOR: SITE PLAN REVIEW &amp; PREL PLAT</b>  <b>REVIEW: \$4,801.75</b></p> <p><b>3-20-23 Pub. Hearing Annexation additional properties, req.</b>  <b>IND zoning. BOARD APPROVED</b>          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 &amp;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  <b>11-21-23 FUNDS REC'D FOR SITE PLAN REVIEW</b>  <b>11-30-23 WAITING ON CONSTRUCTION PLANS</b></p>

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 7, Item 7.1

<b>DEV #10-22 LANDIS RIDGE</b>				<p>12-21-23 Rec'd revised Const. plans &amp; all documents</p> <p>12-21-23 FUNDS REC'D \$36,136 FEES.</p> <p>1-2-24 DIGITAL FILES REC'D</p> <p>1-24-24 TRC mtg held – examined plans</p> <p>2-13-24 Meeting with Developer and Eng. Review of TRC</p> <p>2-14-24 Address from Rowan Cty GIS for constr.: #619</p> <p>3-12-24 REC'D REV. CONST. PLANS &amp; CALCS</p> <p>WAITING ON ENG. REVIEW</p> <p>3-27-24PRE-CONSTRUCTION MEETING HELD</p> <p>4-24-24 PERMIT FOR TEMP CONST. OFFICE</p> <p>5-1-24 PERMIT FOR BLDGS 1A, 1B, &amp; 2</p> <p>5-8-24 STORMWATER AUTHORIZATION TO PROCEED</p> <p>6-13-24 rec'd Eng. Water Main report &amp; 2 complete sets of partial revisions to plans.</p> <p>6-18-24 RF accepted the partial plans</p> <p>6-20-24 Developer p/up their plan set</p> <p>6-27-24 Emailed request for Const. Admin Fees</p> <p>7-9-2024 Site inspection</p> <p>7-12-24 rec'd Construction Admin fees of \$51,552.00</p>
	2023	ALL '23	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		<p>UTILITY – GAS LINE INSTALLATION ON TOWN EASEMENT/ FLOODWAY/FLOODPLAIN</p> <p>2-7-24 PLANS REC'D</p> <p>5-2-24 R.O.W PERMIT REQUESTED</p> <p>5-28-24 REC'D HARD COPY OF PLANS</p> <p>5-30-24 EMAILS TO INCLUDE PUB. WORKS</p> <p>6-4-24 REC'D UPDATED PLANS BY EMAIL</p> <p>7-10-24 Pub.Works working with Dominion Energy on encroachments</p> <p>7-14-24 Teams Meeting set for 7/30/24 at 10am-canceled</p> <p>8/16 Rqst for encroachments</p> <p>8/27 Site Plan Review apln submitted, waiting on fees</p>

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 7, Item 7.1

				9/26/24 Permits issued and fees paid
SITE 02-24	OCAMPO	US 29		2-28-24 ELECTRONIC SITE PLAN REC'D 3-5-24 REC'D \$325 SITE PLAN REV. FEE 4-3-24 Rec'd hard copies of site plan waiting on building elevations. 7-11-24 Rec'd complete site plans with building elevations 7-23-24 Site plan review by RFlowe - 07-24-24messedged Engineer with notes from RFlowe 8-14-24 Review for follow up comments with R Flowe
ZMA	Legendre	627 S Chapel	RMST to CIV	Legislative Hearing 10/14/24
Recombination plat	Piedmont Design Assoc.	2211 Tully More	2 lots into 1	Paid \$100 on 7-16-24
Exemption, Recombination, annexation 7-15-24 PUB. HRNG ✓	CRETE SOLUTIONS & TWO-TEN PROPERTIES	220 OLD BEATTY FORD RD	COMBINING OF 3 SMALLER LOTS WITH 1 LARGE LOT	ANNEXATION AND RECOMBINATION
<b>PLANS IN CONSTRUCTION/ REVIEW</b>				
<b>SITE 02-23 CONCRETE PLANT- NEW OWNERSHIP/ NEW PLANS- ZONING PERMIT ISSUED 5-17-23</b>	<b>William N. West Owner Crete Solutions</b>	220 OLD BEATTY FORD RD	<u>CONCRETE PLANT</u>  <u>ANNEX REQ. FOR</u> ✓	<b>04-11-2023 PD \$6,188.83 NEW SITE PLANS, STORMWATER, CALCS.</b> 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. <b>Site work active.</b> 3-27-24 POSSIBLE SITE REVISION 4-3-24 REVISED SITE PLAN \$525 PD

			<p><u>7-15-24 PUB. HRNG</u></p>	<p>5-10-24 Request ANNEXATION AND RECOMB. FO HRG 6-11-24 RF conducted site inspection</p>
<p><b>SITE 01-23 BYRNE PROP KIMBALL RD PERMIT ISSUED 11-30-23</b></p>	<p>SHANNON SPARKS SURVEYOR BYRNE PROP. INC</p>	<p>KIMBALL ROAD MAP 123B 115</p>	<p><u>TOWNHOMES 9 PROPOSED</u></p> <p>9-11-23 BD ALD APPROVED DEV. AGREEMENT</p>	<p>2-2-23 SKETCH PLAT REVIEW &amp; CONSULT 2-2-23 PD \$245 SKETCH PLAT REV. &amp; CONSULT 4-13-23 PD \$1085 FOR SITE PLAN REVIEW 4-26-23 Plans Reviewed by RF- approved. TRC &amp; 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. 10-26-23 UPDATE CONST. PLANS REC'D 10-26-23 PAYMENT OF \$627- REMAINDER OF CONST REVW FEES PD. 11-29-23 PRE-CONST MTG 11-29-23 PLANS APPROVED FOR CONSTRUCTION 11-30-23 PERMIT ISSUED FOR SITE WORK 3-13-24 BUILDING BEGINNING</p>
<p><b>SITE DEV 04-22 RICE RD TOWNHOMES PERMIT ISSUED 12-28-22FOR SITE DEV.</b></p>	<p>JOURNEY CAPITAL, LLC ANDREW WALTZ 704-453-2700 RICE RD TOWNHOMES ACTIVE FOR REVIEWS</p>	<p><b>221 E RICE STREET</b></p>	<p>TOWNHOMES</p>	<p>1-12-22 MTG R FLOWE PAYMENTS: 5-11-22: \$325, 5-17-22: \$1,812 6-21-22 TRC MTG TO REVIEW PLAN- Location: IN map cage 8-10-22 PL. BD REV. -DEV/ENGINEER NEED TO MEET TO DISCUSS WITH R FLOWE 9-1-22 MTG W/FLOWE NEXT STEP: SUBMITTAL OF REVISED SITE 11-3-22 REVISED PLANS REC'D 11-8-22 PL BD OVERVIEW 11-22-22 TRC COMMENTS COMPLETE 11-30-22 PLANS W/COMMENTS READY FOR P/UP 12-5-22 plans p/up by developer for review/revisions 12-13-22 REC'D REVISED PLANS</p>

<p>#04-22 RICE ST. TWNHMS CONT.</p>			<p>12-15-22 PLANS REVIEWD BY RFLOWE APPROVED                  READY FOR PICK UP (EMAILED)                  12-19-22 PICKED UP by developer                  12-19-22 rec'd zoning permit appl by email.                  12-28-22 rec'd address from county                  12-28-22 issued zoning permit # ZN-22-81  <b>4-18-23 Rec'd 1 new page to plans.</b>  <b>4-26-23 RF review, waiting on stormwater review, still need correct buildings sheet.</b>                  5-2-23 STORMWATER REVIEWED                  5-3-23 Emailed screenshot of comments- Waiting on corrected buildings sheet.                  5-16-23 REC'D 2 COMPLETE SET OF PLANS                  5-16-23 PLANS APPROVED –DEV. To p/up <b>NEXT STEP:</b>                  PRE-CONST. CONF. SET 05-24-23 @ 3:30 PM                  5-19-23 PLANS P/UP                  5-24-23 Pre-Construction meeting - <b>**Construction authorized upon completion of fees and several other requirements</b>  <b>6-6-23 Const. Admin Fees Pd: \$1,180.50</b>  <b>6-30-23 UPDATED PLANS REVIEWED-APPROVED</b>  <b>7-6-23 REC'D MATERIALS LIST</b>  <b>SITE DEV # 04-22 RICE STREET TOWNHOMES CONT.</b>  <b>REVIEW OF W/S, BLDG ELEVATION</b>  <b>FEES PD:</b>  <b>PREL PLAT \$450, SKETCH PLAN\$100, UNITS \$100</b>  <b>SITE WORK ACTIVE</b>  <b>10-11-23 REC'D UTILITY AS BUILTS</b>  <b>10-16-23 PLANS ACCEPTED BY RFLOWE</b>  <b>10-17-23 EMAILED DEV. READY FOR PICK UP</b>  <b>10-18-23 FINAL PLAT- MYLAR REC'D</b>  <b>10-19-23 R FLOWE SIGNED PLAT</b>  <b>10-25-23 ENGINEER W.WEBB REVIEWING FOR SIGNATURE</b>  <b>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</b>  <b>11-8-23 Rec'd mylar – waiting on State permits</b>  <b>11-16-23 mtg w/state rep re approvals</b>  <b>11-20-23 application submitted with NCDEQ</b>  <b>11-21-23 REC'D \$350 FINAL PLAT FEE</b>  <b>12-5-23 final plat rec'd</b>  <b>12-13-23 NOTICE OF VIOLATION (NCDEQ REQ.)</b></p>
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LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 7, Item 7.1

				<p>12-21-23 Rec'd Subdivision Bond copy 2-7-24 REC'D PERMIT FEES FOR 10 TWNHOMES (10 X \$35) 2-8-24 PER UNIT FEES PD FOR 10 TWNHMS (10 X \$35) 2-8-24 PERMIT ISSUED FOR 5 TWNHMS 2-14-24 Rec'd NCDEQ permit to construct water system. 2-14-24 Rec'd NCDEQ water system approval 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

<b>Permit #</b>	<b>Date</b>	<b>Name</b>	<b>Job Address</b>	<b>Permit Use</b>
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
ZVL-24-03	04-17-24	HICKS & WOOLFORD	130 OVERCUP CT	ZONING VERIF. LETTER
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)
ZN-24-25	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-26	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-27	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-28	05-01-24	WOODWARD	2220 WEST A STREET	FENCE
ZN-24-29	05-23-24	LANDIS APTS.	1365 MT. MORIAH CHURCH RD	APARTMENTS
ZVL-24-04	05-30-24	LUCK	412 E TAYLOR ST	ZONING VERIF. LETTER
ZN-24-30	05-30-24	ADNER	1055 WOODFIELD DR	NEW SFR
ZN-24-31	06-04-24	NIBLOCK	1040 IRISH CREEK DR	NEW SFR

ZN 24-32	06-05-24	SIDES	405 RICE STREET	NEW DECK	Section 7, Item 7.1
ZN-24-33	06-12-24	SIMMONS	307 W DAVIS STREET	NEW DRIVEWAY	
ZN-24-34	06-27-24	PRUETTE	920 TAMARAY WAY	NEW SFR	
ZN-24-35	06-27-24	NIBLOCK	2301 TULLY MORE WAY	NEW SFR	
ZN-24-36	07-02-24	GRAHAM	606 W MILL ST	ACCESS BLDG	
ZN-24-37	07-09-24	FACKLER	889 IRISH CREEK DR	ACCESS STRUCTURES	
ZN-24-38	07-09-24	NEXT PROJECT LLC(QUIJADA)	512 W BLUME ST (DRIVE 321 N KIMMONS)	ADDITIONS & DRIVEWAY	
ZN-24-39	07-11-24	KAMANNIS	110 N UPRIGHT ST	RE-ESTABLISH POWER TO BLDG	
ZN-24-40	07-16-24	BALL	619 N KIMMONS	ROOF ADDITION (COVER PATIO)	
ZN-24-41	07-24-24	TOWN	(110 N CENTRAL)	D C LINN PARK	
ZN-24-42	07-24-24	Benton	2248 Tullymore	Pool	
ZN-24-43	07-25-24	Victory Builders	208 N Correll ST	NEW SFR	
ZN-24-44	07-25-24	Victory Builders	210 N Correll ST	NEW SFR	
ZN-24-45	07-25-24	Victory Builders	212 N Correll ST	NEW SFR	
ZN-24-46	07-30-24	Clayre Caceres	605 S. Landis	ACCESS Structures	
ZN-24-47	07-31-24	Manuel Abel Rivera	111 Church St	Adding Porch	
ZN-24-48	8-15-24	Allison Collins	127 S. Central	Change of use and sign	
ZN-24-49	8-29-24	Jodie Borger	513 S Chapel	Access Struct and driveway	
ZN-24-50	9-10-24	Brylan and Cindy Gann	2379 Limerick	Inground Pool and Fence	
ZN-24-51	9-12-24	Dominion Energy	1445 Mt Moriah Church Rd	Encroachment- utility line	
ZN-24-52	9-12-24	Terri Frohmiller	2216 Tully More	Accessory Structure	
ZN-24-53	9-19-24	Samantha Lambert	106 S Correll St	Driveway Replacement	



# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
<b>MINIMUM HOUSING</b>			
HC-20-02	property near intersection of East Ryder Avenue and Coldwater Street	Villas at Landis Development LLC (Ryder Place Development)	abandoned dilapidated mobile office or classroom structures. Both units have been demolished, awaiting completion of clearance of all debris. Abated by Town and lien documents completed. CLOSED August 1, 2024
HC-21-04	314 Town Street	Ruth C Deadmon (Heirs)	occupied substandard dwelling without water, sewer or electric services. Hearing held and Findings of Fact and Order issued to Repair or Close by a date not later than 05-05-2024. Memorandum and Ordinance to Vacate and Close presented at the August 12, 2024 Council meeting and tabled until the September meeting. Ordinance adopted on September 9th to Vacate and Close the dwelling. Notices posted.
HC-24-01	109 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.

# 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.. Preparing Warrants and related documentation.
HC-24-03	201 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-04	202 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-05	203 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-06	205 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.

# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-07	206 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-08	207 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-09	209 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-10	210 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-11	211 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.

## TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-12	212 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-13	214 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-14	215 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-15	216 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.
HC-24-16	217 Everhart Avenue	Mary Gray Hilton Heirs	Abandoned substandard housing and nuisance conditions. Research completed, will schedule inspection with warrants soon.. Preparing Warrants and related documentation.

# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
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.. Preparing Warrants and related documentation.
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.. Preparing Warrants and related documentation.
HC-24-19	1020 Linn Street	Jesus Dotelo Andrade & Susana Bernal Lorenzo	Substandard housing conditions. Conducted inspection. Hearing postponed and will be rescheduled soon.
HC-24-21	111 Church Street	Manuel Abel Rivera Tinoco and others	Substandard housing conditions. Inspection conducted with the new owners. Owners intend to clean up and repair the mobile home to live in. Follow up inspection on 08-22-24. CLOSED
HC-24-22	1050 Mt Moriah Church Road	Crystal, LLC	Substandard housing condtions. Inspection scheduled for 08-22-24 11:00.
HC-24-23	704 West Ridge Avenue	Kimberly Dell Greene	Residential use of a camper. Notice issued and owner called. Met with owners on site on 08-29-24. No campers on site now, CLOSED

# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-24-24	402 East Ryder Street	Larry & Zubecca Brown	Possible abandoned house. Inspection scheduled for 08-29-24 @ 11:00.
HC-24-25	207 West Garden Street	Gregory Stillwagon	Fire damaged D/W mobile home with at least two men living in it. Working with owner and Police department to arrange to remove them. Working with the owner on clean up and preparing for renovation. Pending.
<b>NUISANCES</b>			
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. No new dumping. Pending further action.
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 and appear to be mostly large logs and other tree debris. Notice issued with deadline of 09-16-24.

# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-24-05	107 North Meriah Street	James A Hall Jr Heirs	trash, debris, and other similar items along with junked/nuisance vehicles again. Notice issued with with some progress. Second notice issued with deadline of 08-25-24. Site visit and inspection delayed due to sever storm. Pending follow up.
PN-24-06	VL Buford Dr @ N Beaver	Journey Capital LLC	overgrowth. Notice issued with deadline of 06-30-24. Abated by Town. Lien documents completed. CLOSED 08-01-24.
PN-24-07	1106 South Highland Ave	Elizabeth Beaver Tapp	Nuisance issues. Attempted to discuss matter with the occupant with negative results. Advised I would be issuing and notice and provide a copy of the ordinance to her. Notice issued with deadline of 09-23-24.
PN-24-08	402 East Ryder Street	Larry & Zubecca Brown	Nuisance issues. Notice issued with deadline of 08-27-24. Front and side yards mowed and cleaned up. Rear yard in process. Also see HC-24-24.

## TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-24-09	201 West Rice Street	Federal Home Loan Mortgage Corp c/o Green River Capital LLC	Dilapidated accessory building due to fallen tree. No action by owners to abate. Ownership changed. New notice issued with deadline of 09-30-24.
PN-24-10	1050 Mt Moriah Church Road	Crystal, LLC	Overgrowth, trash and various form of debris. Yard has been mowed and cleaned up. CLOSED 08-01-24.
PN-24-11	VL South Upright and Dial St	Larry W Page Family Limited Partnership	overgrowth. Notice issued with deadline of 08-27-24. Release for abatement.
PN-24-12	2270 West A Street	Luis Santos Jimenez	overgrowth. Notice issued with deadline of 09-23-24.
PN-24-13	309 Turner Street	Clarence M & Karen S Vincent	overgrowth. Notice issued with deadline of 09-23-24.
PN-24-14	110 North Upright Street	T D Enterprise Inc	overgrowth. Notice issued with deadline of 09-23-24.
PN-24-15	213 North Upright Street	Kenneth J Nolt	overgrowth. Partially mowed, will monitor progress.
PN-24-16	207 West Garden Street	Gregory Stillwagon	overgrowth. In contact with the owner. Will monitor progress.
PN-24-17	201 West Rice Street	Federal Home Loan Mortgage Corp c/o Green River Capital LLC	Report of overgrowth. Pending.
PN-24-18	311 East Garden Street	Elizabeth Viola S Fant	overgrowth. Notice issued with deadline of 09-23-24.
PN-24-19	VL East Ryder Ave @ Coldwater Street	Villas at Landis Ddevelopment LLC	overgrowth. Notice issued with deadline of 09-25-24.
PN-24-20	VL North Cannon Blvd @ Old Beatty Ford Road (133-289)	Joseph A Gray and Alyson K Gray	overgrowth. Notice issued with deadline of 09-25-24.



# TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-24-21	VL Buford Dr @ N Beaver	Journey Capital LLC	overgrowth. Notice issued with deadline of 09-25-24.
PN-24-22	302 East Ridge Avenue	David Hernandez Bautista	overgrowth, trash and debris. Notice issued with deadline of 09-25-24.
<b>ABANDONED-JUNKED-NUISANCE VEHICLES</b>			
<b>ZONING</b>			
Z-23-02	303 Buford Drive	Fon Ernest	Planning Department is handling the final aspects of these issues. Planning department related they have not complied with all requirement. Owner has contacted Planning again to arrange for certain compliance measures. Met on site with owner on 08-08-24. Pending follow notice for violations.

Case Number	Violation Address	Owner or Occupant	Status or Conditions
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, and neighboring owners have issued notice reference cutting through their properties. Will continue to monitor.
Z-24-03	409 North Ziono Street	John Whitfield Drye & Joy Goodman Drye	inground swimming pool without fence. Notice issued with deadline of 10-21-24.
<b>Non-Residential Buildings</b>			
NR-24-01	2570 South US 29 Hwy	Joseph J Rojas	Commercial building convience store. Severe defects and dilapidation. Inspection conducted on 04-02-24. Hearing postponed and will be rescheduled soon.
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. Hearing postponed and will be rescheduled soon.



# Item Cover Page

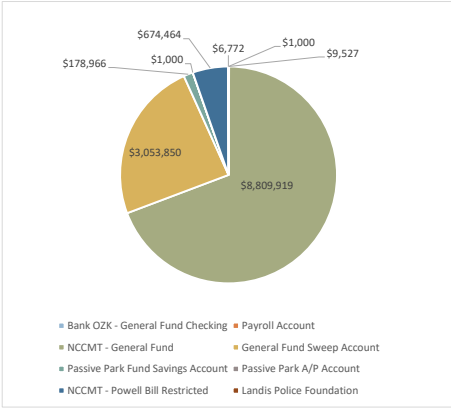
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**MEETING TYPE:** Board of Alderman  
**DATE:** October 14, 2024  
**SUBMITTED BY:** Jeneen McMillen, Finance Director  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Reports  
**SUBJECT:** **Financial Dashboard**

**DETAILS:**

Town of Landis  
 FY25 Monthly Summary  
 September 2024

Operating Budget Revenues	Budgeted FY24/25	September	FY24/25 YTD	%
Property Tax - Current	2,175,104.00	\$113,686	\$1,556,136	72%
Tax Collection - Prior Years	45,000.00	\$3,541	\$25,589	57%
Vehicle Interest	1,500.00	\$231	\$492	33%
Interest and Penalties	10,000.00	\$764	\$4,080	41%
Property Tax Auto - Current	228,595.00	\$24,535	\$72,879	32%
Vehicle Tag Fee	65,000.00	\$6,760	\$19,180	30%
Building Rental Fees	7,200.00	\$2,300	\$2,955	41%
Sponsorships	1,500.00	\$0	\$0	0%
Interest on Investments	190,000.00	\$19,119	\$44,083	23%
Interest on Investments - Powell Bill	35,000.00	\$6,143	\$6,143	0%
Police Fees & Fines	850.00	\$0	\$156	18%
First Responder	1,500.00	\$135	\$135	9%
Grant Received	5,000.00	\$5,000	\$15,753	0%
Excise Tax on Piped Gas	11,000.00	\$0	\$0	0%
Franchise Tax on Electric PO	292,927.00	\$77,860	\$77,860	27%
Sales Tax on Telecommunications	7,931.00	\$0	\$0	0%
Sales Tax on Video Programming	9,346.00	\$0	\$0	0%
Local Government Sales & Use Tax	910,000.00	\$120,816	\$339,637	37%
Powell Bill Revenues	150,000.00	-\$26,000	-\$26,000	-17%
ABC Revenue - County	14,000.00	\$0	\$0	0%
Court Cost	200.00	\$117	\$249	125%
Sales Tax Refund	70,000.00	\$0	\$0	0%
Planning/Zoning Fees	75,000.00	\$150	\$34,637	46%
Garbage Collection Fees	340,000.00	\$31,081	\$61,836	18%
Resource Officer Reimburse	170,000.00	\$0	\$0	0%
EMS Utility Reimbursement	5,000.00	\$330	\$330	7%
ABC Profits - State	15,000.00	\$0	\$0	0%
Solid Waste Disposal Tax	3,100.00	\$0	\$721	23%
East Landis Property Tax	32,000.00	\$2,080	\$23,118	72%
East Landis Tax - Prior Years	200.00	\$0	\$0	0%
East Landis Penalties and Interest	1,500.00	\$116	\$448	30%
East Landis - Motor Vehicles	4,500.00	\$389	\$1,448	32%
Debt Setoff	100.00	\$0	\$0	0%
Fire Service Reimbursement	-	\$1,390	\$1,390	0%
Over/Short	-	\$0	\$144	0%
Sale of Fixed & Surplus Assets	50,000.00	\$0	\$0	0%
Rowan Municipal Association	2,000.00	\$372	\$804	40%
Fund Balance Appropriated	1,042,174.00	\$0	\$0	0%
Administrative Service Charges	797,422.00	\$199,356	\$199,356	25%
Park Revenues	155,900.00	\$15,645	\$70,409	45%
Water Service	1,130,000.00	\$101,679	\$202,421	18%
East Landis Water	50,000.00	\$0	\$0	0%
Interest on Investments	84,000.00	\$7,342	\$7,342	9%
Miscellaneous Income	-	\$0	\$6,155	0%
Tap Fees - Water	50,000.00	\$0	\$7,734	15%
Grant - Water	2,125,000.00	\$0	\$0	0%
Planning Review Fees	-	\$0	\$24,336	0%
Debt Setoff	5,000.00	\$0	\$0	0%
Fund Balance Appropriated	3,147.00	\$0	\$0	0%
Sewer Service Fees	1,024,000.00	\$87,454	\$171,679	17%
Sewer Impact Fees	15,000.00	\$0	\$0	0%
Interest on Investments	-	\$7,342	\$7,342	0%
Tap Fees	35,000.00	\$0	\$12,771	36%
Fund Balance Appropriated	30,938.00	\$0	\$0	0%
Stormwater Fees	115,000.00	\$0	\$19,715	17%
Interest on Investments - Stormwater	2,000.00	\$529	\$529	26%
Planning/Zoning Fees	-	\$0	\$30,762	0%
Fund Balance Appropriated	3,147.00	\$0	\$0	0%
Electricity Fees	6,095,000.00	\$39,764	\$1,240,458	20%
Penalties - Electric	100,000.00	\$0	\$16,826	17%
Reconnect Fees	40,000.00	\$0	\$9,900	25%
Meter Tampering Fees	1,000.00	\$0	\$0	0%
Pole Attachments	500.00	\$9,460	\$9,460	1892%
Interest on Investments - Electric	70,000.00	\$7,945	\$15,709	22%
Miscellaneous Income	1,000.00	\$0	\$10,880	1088%
Underground Service	400.00	\$0	\$0	0%
Payment Return Fees	3,000.00	\$70	\$490	16%
Debt Setoff	3,000.00	\$127	\$3,157	105%
Sale of Surplus Assets - Electric	8,000.00	\$0	\$470	0%
Vendor Reimbursement	982,979.00	\$982,979	\$983,123	0%
RE Appropriated - Electric	331,172.00	\$0	\$0	0%
<b>TOTAL</b>	<b>19,233,831.00</b>	<b>\$1,850,607</b>	<b>\$5,315,227</b>	<b>28%</b>



Bank Balances		
Bank OZK - General Fund Checking	\$1,000	0%
Payroll Account	\$9,527	1%
NCCMT - General Fund	\$8,809,919	69%
General Fund Sweep Account	\$3,053,850	24%
Passive Park Fund Savings Account	\$178,966	1%
Passive Park A/P Account	\$1,000	0%
NCCMT - Powell Bill Restricted	\$674,464	5%
Landis Police Foundation	\$6,772	0%
<b>TOTAL</b>	<b>12,735,497</b>	<b>100%</b>

Operating Budget Expenditures	Budgeted FY24/25	September	FY24/25 YTD	%
Administration	\$1,410,850	\$119,184	\$306,185	22%
Police Department	\$1,601,003	\$99,508	\$369,078	23%
Fire Department	\$1,476,996	\$69,635	\$234,760	16%
Streets Department	\$1,519,213	\$61,635	\$204,723	13%
Sanitation Department	\$310,000	\$22,711	\$45,058	15%
Parks and Recreation	\$547,460	\$38,914	\$135,327	25%
Electric Department	\$7,636,051	\$764,889	\$971,200	13%
Water Department	\$2,897,526	\$69,093	\$137,821	5%
Sewer Department	\$1,355,560	\$164,509	\$211,236	16%
Storm Water Department	\$120,147	\$3,273	\$4,166	3%
Debt Service - Municipal Loan/Copiers	\$60,025	\$798	\$50,528	84%
Debt Svc-USA Bonds/Sewer Eq/Srf Loan	\$299,000	\$0	\$0	0%
<b>Total Expenditures</b>	<b>\$19,233,831</b>	<b>\$1,414,149</b>	<b>\$2,670,082</b>	<b>14%</b>

<b>Landis Police Foundation</b>	<b>Balance \$6,772</b>	September	FY 24/25
<b>Revenues - Sponsorships &amp; Interest</b>		\$60	\$280
<b>Expenditures</b>		\$0	\$0
<b>Passive Park Fund</b>	<b>Balance \$180,966</b>	September	FY 24/25
<b>Revenues - Sponsorships &amp; Interest</b>		\$15	\$15
<b>Expenditures</b>		\$0	\$0
<b>Downtown Revitalization Grant (Project #25-6)</b>	<b>Balance \$13,862</b>	September	FY 24/25
<b>Revenues</b>		\$0	\$0
<b>Expenditures</b>		Allocated	Completed
Globes and new light bulbs for Central Avenue			\$15,633
Landscaping (project #s 25-10, 25-11, 25-12, and 25-13)		\$60,940	\$1,000
Repair Town Crier Clock			\$8,565
<b>Totals</b>		\$60,940	\$25,198
<b>Powell Bill</b>	<b>Balance \$293,953</b>	September	FY 24/25
<b>Revenues</b>	\$0.00	\$0	\$0
<b>Expenditures</b>		Allocated	Completed
Rent Street Sweeper			\$3,400
Traffic Directional/Speed Signs			\$3,340
Sidewalk Project (project #25-28)			\$51,750
Paving			\$217,233
<b>Totals</b>		\$217,233	\$58,490





# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** October 14, 2024  
**SUBMITTED BY:** Michael D. Ambrose, Town Manager  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Reports  
**SUBJECT:** **Managers Report**

**DETAILS:**



**Town Manager Report  
Month of September 2024**

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

1. Downtown Revitalization Project on Central Avenue is in full swing. This project is expected to be complete within the next month and will cause some partial road closures while constructing.
2. 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 (NCDEQ) and are now awaiting a second approval from NCDEQ to move forward with receiving additional funding for these projects.
3. Stormwater drainage issues are being identified, and town staff are working through as many of them as we can within the town right of ways.
4. The Town 2024 Paving is behind schedule (according to the contractor) however it should be completed in the Spring of 2025. We will post the affected streets on our website, and social media outlets around that timeframe, so citizens will be aware of any detours.
5. The Town has received \$300,000 from the NC Streamflow Rehabilitation Assistance Grant Program to help with some of our PL-566 Watershed Dam challenges at Lake Landis. These challenges were identified by our recent NCDEQ inspection. The Town will begin to collect bids over the next month for the vegetation removal off Lanids Landis Dam.
6. Town Staff will present the road closure of E Mills Drive at E Ryder Avenue, in the November 2024 Board of Aldermen Meeting, following the recommendation of the NC Department of Transportation.
7. Town Hall painting project is almost complete and should be completed by the next month.
8. The New Fire Engine arrived two weeks ago and is expected to be in service by next month. The Town will facilitate festivities to put the new fire engine in service. These festivities will be announced on our website, and through social media.
9. The Town has been working with Electricities to evaluate our electric capacity for future growth of Landis. The Town's Electrical Engineer is proposing the Town add an additional substation on the existing Public Works Facility which will allow for redundancy for the electric power and will create ample growth for the future of Landis.

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

Thank you,

Michael D. Ambrose



2024

# NOVEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5 Election Day	6	7 Board of Aldermen Work Session Meeting: 5:30PM	8	9
10	11 Town Hall Closed in observance of Veterans Day Holiday	12 Board of Aldermen Regular Scheduled Meeting: 5:30PM	13	14	15	16
17	18	19 Planning Board Meeting: 6:00PM	20	21	22	23
24	25	26 Christmas Parade & Downtown Tree Lighting 4-7PM Town Hall Closing 10AM	27	28 Town Hall Closed in observance of Thanksgiving Holiday	29 Town Hall Closed in observance of Thanksgiving Holiday	30
1	2	3	4	5	6	7

# DECEMBER

**NOTE**

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## 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



312 S. Main St.  
704-857-2411  
www.townoflandisnc.gov