



BOARD OF ALDERMEN

Monday, July 10, 2023 at 6:00 PM

Landis Board Room

AGENDA

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

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

2. CONSENT AGENDA:

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

REQUESTED ACTION: Motion to Approve Consent Agenda as presented

- [2.1](#) Consider Approval of Work Session Meeting Minutes from June 1, 2023, and Regular Scheduled Meeting Minutes from June 19, 2023
- [2.2](#) Consider Approval of Budget Amendment #1
- [2.3](#) Consider Approval of Budget Amendment #2

3. CITIZEN COMMENTS:

All citizen comments are limited to 3 minutes.

- 3.1 Citizens' Comments

4. CONSIDERATIONS:

[4.1](#) Consider Approval of Changing Current Rates for Tent Rentals at Lake Corriher Park from \$10.00 Per Night to \$15.00 Per Night AND Consider Approval of Changing Current Rates for Cabin Rentals at Lake Corriher Park from \$30.00 Per Night to \$50.00 Per Night

[4.2](#) Consider Approval of Leasing the Firearms Range, located at 1195 Saw Road China Grove, NC, for Police Department Firearms Training in the Amount of \$2,000 Per Year

[4.3](#) Consider Approval of Water Tank Contract with Utility Service Co Inc in the Amount of \$9,000 Annually with a Maximum Increase of 4% Annually

[4.4](#) Consider Approval of Awarding the Sewer Asset Inventory and Assessment Grant Project to Municipal Engineering in the Amount of \$400,000

5. REPORTS:

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

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

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

6. UPCOMING EVENTS:

[6.1](#) Upcoming Events (Included in the Board packet)

7. CLOSING:

7.1 Board Comments

7.2 Motion to Adjourn



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Madison Stegall, HR Director/Town Clerk

ITEM TYPE: Action Item

AGENDA SECTION: Consent Agenda

SUBJECT: **Consider Approval of Work Session Meeting Minutes from June 1, 2023, and Regular Scheduled Meeting Minutes from June 19, 2023.**

SUGGESTED ACTION: **MOTION TO APPROVE CONSENT AGENDA AS PRESENTED.**



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Jeneen McMillen, Finance Director

ITEM TYPE: Action Item

AGENDA SECTION: Consent Agenda

SUBJECT: **Consider Approval of Budget Amendment #1**

BACKGROUND: A duplicate entry occurred in the sanitation department while preparing the FY24 budget. This amendment is to reallocate the funds to the appropriate departments.

SUGGESTED ACTION: **MOTION TO APPROVE CONSENT AGENDA AS PRESENTED.**

Town of Landis, NC
 Budget Amendment
 Monday, July 10, 2023
 Amendment #1 for 2023-2024

Account Number		Current Amount	Increase	Decrease	Adjusted Budget
10-5000-5990	Capital Outlay	39,986.00	41,500.00		81,486.00
10-5100-5990	Capital Outlay	23,000.00	20,000.00		43,000.00
10-5200-5990	Capital Outlay	15,000.00	60,000.00		75,000.00
10-5300-5990	Capital Outlay	15,000.00	40,000.00		55,000.00
10-5600-5990	Capital Outlay	50,000.00	40,000.00		90,000.00
10-5400-5231	Landfill Expenses	29,000.00		14,500.00	14,500.00
10-5400-5360	Service Contracts	397,000.00		187,000.00	210,000.00
			201,500.00	201,500.00	

A duplicate entry occurred during the creation of the original FY24 budget. This is to reallocate those funds to their original departments.

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

Prepared by: _____ Date: _____

Reviewed by: _____ Date: _____



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Jeneen McMillen, Finance Director

ITEM TYPE: Action Item

AGENDA SECTION: Consent Agenda

SUBJECT: **Consider Approval of Budget Amendment #2**

BACKGROUND: Reallocate funds to purchase the generator for Town Hall/Fire Department from FY23 to FY24.

SUGGESTED ACTION: **MOTION TO APPROVE CONSENT AGENDA AS PRESENTED.**

Town of Landis, NC
Budget Amendment
Monday, July 10, 2023
Amendment #2 for 2023-2024

Account Number		Current Amount	Increase	Decrease	Adjusted Budget
10-0000-4999	Fund Balance Appropriated	572,375.00	165,111.00	0.00	737,486.00
10-5000-5990	Capital Outlay	39,986.00	115,111.00	0.00	155,097.00
10-5200-5990	Capital Outlay	15,000.00	50,000.00	0.00	65,000.00
			330,222.00	0.00	

To reallocate funds to purchase the generator for Town Hall/Fire Department.

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

Prepared by: _____ Date: _____

Reviewed by: _____ Date: _____



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

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

ITEM TYPE: Action Item

AGENDA SECTION: Considerations

SUBJECT: **Consider Approval of Changing Current Rates for Tent Rentals at Lake Corriher Park from \$10.00 Per Night to \$15.00 Per Night AND Consider Approval of Changing Current Rates for Cabin Rentals at Lake Corriher Park from \$30.00 Per Night to \$50.00 Per Night**

BACKGROUND: See Memo Included in Board Packet

SUGGESTED ACTION: **MOTION TO APPROVE CHANGING CURRENT RATES FOR TENT RENTALS AT LAKE CORRIHER PARK FROM \$10.00 PER NIGHT TO \$15.00 PER NIGHT AND APPROVAL OF CHANGING CURRENT RATES FOR CABIN RENTALS AT LAKE CORRIHER PARK FROM \$30.00 PER NIGHT TO \$50.00 PER NIGHT**



Rate Change Proposal: Lake Corriher Wilderness Park Campsites

Current rates for tent and cabins at Lake Corriher Park have not increased since they were established in 2017. Since this time, the park has added several picnic areas, a small, covered shelter in the tent site area, charcoal grills to each tent site, a new playground, the completion of our disc golf course, and many more kayaks available for rent. All these add to the amenities for our camping guests.

As the park continues to grow and gain popularity, we need to stay competitive with surrounding campgrounds, as well as maintain a safe, family-oriented space for our guests to enjoy.

We believe that our current cabin rate has the potential to bring in troublesome activities. Some Cabins are being reserved for reasons other than recreational camping.

A proposed rate of 50.00/night from our current rate of 30.00/night will keep us in a competitive bracket with surrounding areas. Along with this increase is the plan to add small mini fridges, microwaves, and possible window AC units.

The park also intends to have shower facilities added to their amenities this year.

A proposed rate of 15.00/night per tent from our current rate of 10.00/night per tent will keep us in a competitive bracket with surrounding areas. In the past 2 years, charcoal grills were added to each tent site and a covered shelter in the quarry area.

I have attached a rate comparison of our park rates and surrounding areas for you to have as reference.

Kayaks:

Lake Corriher Current Rate- \$5.00/ per hour per person (2 hour min.)

Proposed Rate- No change

Paddle Boats:

Lake Corriher Current Rate- \$2.50/ per half hour per person

Proposed Rate- No Change

Rate Comparison

Albemarle

Morrow Mountain State Park

Boats: canoes, rowboats, kayaks

Rates: \$5 an hour

Kings Mountain

Crowders Mountain State Park

Boats: canoes, kayaks

Rates: \$5 an hour

Troutman

Lake Norman State Park

Boats: canoes

Rates: \$5

Tent Sites:

Lake Corriher Current Rate- \$10.00/per night per tent

Proposed Rate - \$15.00/per night per tent

(Charcoal grills were added to each tent site last year)

Rate Comparison

Guilford Campgrounds Tent Sites \$15 per night for 5 people, \$3 each additional person (8 person maximum per site).

Morrow Mountain 15.00/night

Crowders Mountain 15/night

Cabins:

Lake Corriher **Current Rate- \$30.00/night** Weekends 2 night min. 5 night max.
on all rentals. This current rate has not increased since established in 2017.

Proposed Rate- \$ 50.00/night To keep us competitive and in
comparison with others, Mini fridges & Microwaves will be added to amenities.

 New Shower facilities coming soon.

Rate Comparison

Dan Nicholas Cabins \$55.00 per night plus 6% occupancy tax AC, Mini Fridge, Microwave,
Bathhouse, showers

Camp Spencer \$65.00 per night 2 room cabins, sleeps 6, mini fridge, microwave, AC



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Michael Ambrose, Town Manager

ITEM TYPE: Action Item

AGENDA SECTION: Considerations

SUBJECT: **Consider Approval of Leasing the Firearms Range, located at 1195 Saw Road China Grove, NC, for the Police Department Firearms Training in the amount of \$2,000 per year.**

BACKGROUND: This is currently leased by the Town of China Grove; however, their insurance will not allow them to directly lease the property from an individual landowner. I have consulted with legal, and our Selective Insurance Broker, whom have both reviewed this request, and did not find an issue moving forward with this leasing option.

SUGGESTED ACTION: **MOTION TO APPROVE LEASING THE FIREARMS RANGE, LOCATED AT 1195 SAW ROAD CHINA GROVE, NC, FOR THE POLICE DEPARTMENT FIREARMS TRAINING IN THE AMOUNT OF \$2,000 PER YEAR.**



LANDIS POLICE

INTERM CHIEF KEVIN YOUNG

136 NORTH CENTRAL AVENUE PO BOX 165, LANDIS NC 28088
P: 704-857-2129 F: 704-857-3512



WAIVER AND RELEASE AGREEMENT

The Town of Landis fully understands that discharging weapons is a dangerous activity which can result in personal injury and property damage. We realize that the risks inherited in the Landis Police Department weapons qualification are not limited to injury from discharges. We expressly assume all risks, including all personal injury and/or property damage which may occur.

In consideration for permitting the Landis Police Department to qualify on the property owned by Oscho Roy Deal, located at 1195 Saw Road China Grove, N.C. 28023, Parcel ID # 236 011, we hereby release its directors, officers, shareholders, employees, agents, successors, and assigns from any and all rights, claims, demands, action and causes of action of any nature whatsoever, whether arising in law or in equity, by reason of any matter, cause happening, thing, act or omissions and, in particular, but without limiting in any way the generality of the foregoing, we hereby release its directors, officers, shareholders, employees, agents, successors and assigns from any liability for personal injuries and/or property damage suffered or sustained by officers, whether caused by the inherent risks involved in weapons qualification or caused whether wholly or in part in the intentional or negligent act of.

This Waiver and Release Agreement shall be binding upon signatures and shall be in effect only when officers from the Landis Police Department and/or China Grove Police Department are discharging weapons pursuant to agency requirements under direct supervision of a Certified Firearms Instructor.

Signed this the ____ day of _____, 20 ____.

Print Name of Property Owner

Print Name of Town Manager

Signature of Property Owner

Signature of Town Manager



LANDIS POLICE

INTERM CHIEF KEVIN YOUNG

136 NORTH CENTRAL AVENUE PO BOX 165, LANDIS NC 28088
P: 704-857-2129 F: 704-857-3512



_____ Date

_____ Date

NORTH CAROLINA

_____ COUNTY

I, _____, a Notary Public for said County and State, do hereby certify that _____, personally appeared before me

this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and Notarial seal, this _____ day of _____, and 20 _____.

_____ My Commission Expires:

Notary Public



Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Michael Ambrose, Town Manager

ITEM TYPE: Action Item

AGENDA SECTION: Considerations

SUBJECT: **Consider Approval of Water Tank Contract with Utility Service Co Inc in the amount of \$9,000 annually with a maximum increase of 4% annually.**

BACKGROUND: We currently pay a rate of \$12,000 a year and are at an 11% increase annually. We were able to negotiate this rate and received a reduction in cost to the Town.

SUGGESTED ACTION: **MOTION TO APPROVE WATER TANK CONTRACT WITH UTILITY SERVICE CO INC IN THE AMOUNT OF \$9,000 ANNUALLY WITH A MAXIMUM INCREASE OF 4% ANNUALLY.**



Utility Service Co., Inc.

Water Tank Maintenance Contract

Owner: Town of Landis
Landis, NC

Tank Size/Name: 100,000 Gallon Elevated - Downtown Tank

Location: East Ryder Street

Date Prepared: June 19, 2023

WATER TANK MAINTENANCE CONTRACT

This Water Tank Maintenance Contract (hereinafter, "the Contract") is entered into by and between the **Town of Landis, whose business address is Post Office Box 8165, Landis, NC 28088** (hereinafter, "the Owner") and Utility Service Co., Inc., whose business address is 535 General Courtney Hodges Boulevard, Post Office Box 1350, Perry, Georgia 31069 (hereinafter, "the Company"). The Owner and the Company shall be individually referred to herein as "a Party" or collectively referred to herein as "the Parties".

Therefore, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Owner and the Company, the Parties agree as follows:

1. Company's Engagement and Responsibilities. The Owner agrees to engage the Company to provide the professional services needed to maintain its **100,000** gallon water storage tank located at **East Ryder Street, Landis, NC 28088** (hereinafter, "the Tank"). The services (collectively, "the Services") that the Company will provide include the following:

- a. For purposes of this Contract, "Contract Year" shall mean the 12-month period which commences on the first day of the month when the Contract is executed by the Owner and each successive 12-month period thereafter (hereinafter, "Contract Year" or collectively, "Contract Years").
- b. The Company will annually inspect the Tank. The Tank will be inspected to ensure that the structure is in a sound, watertight condition. The Company will provide a written inspection report to the Owner following each inspection.
- c. Biennially, after the Tank is drained by the Owner, the Company will clean the interior of the Tank and perform a condition assessment on the Tank (hereinafter "Washout Inspection"). During each Washout Inspection, the Tank will be cleaned to remove all mud, silt, and other accumulations from the interior of the Tank. After a Washout Inspection is completed, the interior of the Tank will be thoroughly inspected and disinfected prior to returning the Tank to service; however, the Owner is responsible for draining and filling the Tank and conducting any required testing of the water before returning the Tank to service.
- d. The Company shall provide the engineering and inspection services needed to maintain and repair the Tank during the term of this Contract. The repairs include: the Tank's expansion joints, water level indicators, sway rod adjustments, vent screens, manhole covers/gaskets, and the Tank's other steel parts not otherwise excluded hereinafter.
- e. The Company will clean and repaint the interior and/or exterior of the Tank at such time as complete repainting is needed. The need for interior painting of the Tank is to be determined by the thickness of the existing liner and its protective condition. Only materials approved for use in potable water tanks will be used on any interior surface area. The need for exterior painting of the Tank is to be determined by the appearance and protective condition of the existing paint. At the time that the exterior requires repainting, the Company agrees to paint the Tank with a coating that is the same color as the existing coating and to select a coating system which best suits the site conditions, environment, and general location of the Tank. When interior or exterior

painting of the Tank is needed, all products and procedures as to coating systems will be equal to or exceed the requirements of the **State of North Carolina** and the American Water Works Association's D102 standard in effect as of the Effective Date (defined hereinafter).

f. The Company will install a lock on the roof hatch of the Tank; however, the provision of such lock does not guarantee the Tank's security during the term of the Contract. For the avoidance of doubt, security of the Tank and the site where the Tank is located (hereinafter, "Tank Site") are the responsibility of the Owner.

g. In the event of an emergency involving the Tank, the Owner shall provide written notice of such emergency to the Company via its email hotline at the following address: customerservice@usgwater.com. The Company will provide emergency services for the Tank, when needed, to perform all repairs covered under this Contract. Reasonable travel time must be allowed for the repair unit to reach the Tank Site.

h. When the Tank is taken out of service, the Company will furnish pressure relief valves, if requested by the Owner, so that the Owner can install the valves in its water system while the Tank is being serviced. The Owner assumes all risk and liability for the installation and use of the pressure relief valves.

i. The Company will furnish the Owner with current certificates of insurance, which will summarize the Company's insurance coverage.

2. Contract Price/Annual Fees. For the performance of the Services required by Section 1, the Owner shall pay the Company an Annual Fee (hereinafter, "Annual Fee") for each Contract Year of the Contract. The first **three (3)** Annual Fees shall be **\$9,000.00**. Each third Contract Year thereafter, the Annual Fee shall be adjusted to reflect the current cost of service. The adjustment of the Annual Fee shall be limited to a maximum of 4% annually. All applicable taxes are the responsibility of the Owner and are in addition to the stated costs and fees in this Contract.

3. Payment Terms. The Annual Fee for Contract Year 1, plus all applicable taxes, shall be due and payable **within ninety (90) days of the Owner's execution of the Contract**. **Each subsequent Annual Fee, plus all applicable taxes, shall be due and payable on the first day of each Contract Year thereafter.** If the Annual Fee, plus all applicable taxes, are not paid within ninety (90) days of the date of invoice, the Company may charge the Owner a late fee on unpaid balances and may also terminate or suspend Services under this Contract without notice. The late fee will be 1.5% per month.

4. Changes or Delays to Services. For purposes of this Section 4, "**Unreasonable Delay**" shall mean the Owner's delay in releasing the Tank or making the Tank available to the Company for the performance of any of the Services described herein for a period of **twenty-four (24) months following the Company's written request for release or access to the Tank**. In the event of Unreasonable Delay, the Company reserves the right to recover its reasonable costs related to the Unreasonable Delay, and the Owner agrees to negotiate with the Company in good faith to determine the amount of its reasonable costs caused by such Unreasonable Delay. Furthermore, the Owner hereby agrees that the Company can replace a Washout Inspection of the Tank with a visual inspection, remotely operated vehicle inspection ("ROV Inspection"), or unmanned aerial vehicle inspection ("UAV Inspection") without requiring the modification of this Contract.

5. Structure of Tank and Tank Site Conditions. The Company is accepting this Tank to maintain pursuant to the requirements of this Contract based upon its existing structure and components as of the Effective Date (defined hereinafter). **Any modifications to the Tank, including antenna installations, shall be approved by the Company, prior to installation and may warrant an increase in the Annual Fees.** In addition, changes in the condition of the Tank Site and/or any

adjoining properties (e.g., construction of a mall next to the Tank Site which significantly increases the risk of overspray claims, etc.) following the Effective Date, which cause an increase in the cost of the maintenance of the Tank, will be just cause for an equitable adjustment of the Annual Fees in this Contract.

6. Environmental, Health, Safety, Labor, or Industry Requirements. The Owner hereby agrees that the promulgation of, enactment of, or modification to any environmental, health, safety, or labor laws, regulations, orders, or ordinances (e.g., EPA or OSHA regulations or standards) following the Effective Date of this Contract, which cause an increase in the cost of the maintenance of the Tank, will be just cause for an equitable adjustment of the Annual Fees in this Contract. Furthermore, modifications to industry requirement(s) including, but not limited to, standard(s) or other guidance documents issued by the American Water Works Association, National Sanitary Foundation, and the Association for Materials Protection and Performance, which cause an increase in the cost of the maintenance of the Tank, will be just cause for an equitable adjustment of the Annual Fees in this Contract. Said equitable adjustment of the Annual Fees in this Contract will reasonably reflect the increased cost of the Services with newly negotiated Annual Fee(s).

The Parties agree that the Company's Annual Fees are based on the Owner's representation that the work to be performed under this Contract is not subject to prevailing wage requirements. The Owner agrees to notify the Company immediately, if the Company's work is (or will become) subject to prevailing wage requirements, so that the Company may submit revised amounts for Annual Fees.

7. Excluded Items. This Contract does NOT include the cost for and/or liability on the part of the Company for: (i) containment of the Tank at any time during the term of the Contract; (ii) disposal of any hazardous waste materials; (iii) resolution of operational problems or structural damage due to cold weather; (iv) repair of structural damage due to antenna installations or other attachments for which the Tank was not originally designed; (v) resolution of operational problems or repair of structural damage or site damage caused by physical conditions below the surface of the ground; (vi) negligent acts of Owner's employees, agents or contractors; (vii) damages, whether foreseen or unforeseen, caused by the Owner's use of pressure relief valves; (viii) repairs to the foundation of the Tank; (ix) any latent defects or inaccessible areas of the Tank or its components (including, but not limited to, (a) corrosion from the underside of the floor plates, and (b) inaccessible areas of the Tank such as the area between the bottom of the roof plate and the top of the roof rafter); (x) the maintenance, repair or replacement of any electrical components (to include any lighting, such as aviation lights); (xi) the maintenance, repair or replacement of fill lines, insulation, and/or frost jackets; (xii) the maintenance, repair, or replacement of piping of any kind below ground level; and (xiii) other conditions which are beyond the Owner's and Company's control, including, but not limited to: acts of God and acts of terrorism. Acts of God include, but are not limited to, any damage to the Tank or Tank Site which is caused by seismic activity, hurricanes, and/or tornadoes. Acts of terrorism include, but are not limited to, any damage to the Tank or Tank Site which results from an unauthorized entry of any kind to the Tank or Tank Site.

8. Force Majeure. If the Company is prevented from performing any of its duties or obligations hereunder (other than duties or obligations with respect to payment) in a timely manner by reason of act of God or force majeure such as: (i) fire, (ii) war, (iii) earthquake, (iv) strike, (v) lock-out, (vi) labor dispute, (vii) flood, (viii) public disaster, (ix) pandemic or epidemic event (including COVID-19), (x) interruptions or delays in reasonably available means of transportation, (xi) acts of any government or its agencies or officers, or any order, regulation, or ruling thereof, (xii) equipment or technical malfunctions or failures, (xiii) power failures or interruptions, or (xiv) any other reason beyond its reasonable control, such condition shall be deemed to be a valid excuse for delay of performance or for nonperformance of any such duty or obligation for the period during which such condition exists.

9. Termination. This Contract is an annual contract that shall automatically renew on an annual basis for successive Contract Years so long as: (i) the Owner pays each Annual Fee to the Company in accordance with the terms herein and (ii) does not terminate the Contract pursuant to the terms of this Section. This Contract is subject to termination by the Owner only at the end of the then-current Contract Year if written notice of intent to terminate is received by the Company at least ninety (90) days prior to the first day of the upcoming Contract Year. If the notice of intent to terminate is not received at least ninety (90) days prior to the first day of the upcoming Contract Year, this Contract shall renew for an additional Contract Year and expire at the end of the upcoming Contract Year. In such an event, the Owner agrees that it shall be responsible to pay the Annual Fee for the upcoming Contract Year. The notice of intent to terminate must be sent by certified mail, with return receipt requested, to Utility Service Co., Inc., Attention: Customer Service, Post Office Box 1350, Perry, Georgia 31069, and signed by three (3) authorized voting officials of the Owner's governing body (e.g., commission or council). Notice of intent to terminate cannot be delivered electronically or verbally (e.g., email, text, phone call, etc.).

10. Assignment. The Owner may not assign or otherwise transfer all or any of its interest under this Contract without the prior written consent of the Company. If the Company agrees to the assignment, the Owner shall remain responsible under this Contract, until its assignee assumes in full and in writing all of the obligations of the Owner under this Contract. Any attempted assignment by Owner in violation of this provision will be void and of no effect.

11. Indemnification. THE COMPANY AGREES TO INDEMNIFY THE OWNER AND HOLD THE OWNER HARMLESS FROM CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH LOSS OF LIFE, PERSONAL INJURY, AND/OR DAMAGE TO PROPERTY BY REASON OF AND TO THE EXTENT OF ANY NEGLIGENT ACT OF THE COMPANY OR ITS SUBCONTRACTORS, AGENTS, OR EMPLOYEES. IN TURN, THE OWNER AGREES TO INDEMNIFY THE COMPANY AND HOLD THE COMPANY HARMLESS FROM CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH LOSS OF LIFE, PERSONAL INJURY, AND/OR DAMAGE TO PROPERTY BY REASON OF AND TO THE EXTENT OF ANY NEGLIGENT ACT OF THE OWNER OR ITS CONTRACTORS, AGENTS, OR EMPLOYEES.

12. Assignment of Receivables. The Company reserves the right to assign any outstanding receivables from this Contract to its banking institution as collateral for any loans or lines of credit.

13. Miscellaneous Items. No modifications, amendments, or alterations of this Contract may be made, except in a writing signed by the Parties. No failure or delay on the part of any Party hereto in exercising any power or right hereunder shall operate as a waiver thereof. The Parties expressly warrant that the individuals who sign below are authorized to bind them.

14. Excessive Inflation. In the event that the aggregate of the Annual Inflation Rates (defined herein below) established for two (2) consecutive calendar years during the term of this Contract exceeds 12% in total, the Owner and the Company agree to renegotiate the Annual Fees and increase the Annual Fees throughout the remaining term of the Contract to compensate the Company for the excessive inflation. For purposes of this provision, the Annual Inflation Rate for each calendar year shall be established by the *Engineering News Report – Construction Cost Index (“ENR-CCI”)*. In the event that the ENR-CCI index is discontinued, the Owner and the Company will negotiate and agree to an alternative index or methodology to address the excessive inflation. For illustrative purposes, if a Contract is executed in 2022, the first equitable adjustment could not be made until both the 2023

inflation rate and the 2024 inflation rate have been established. If the annual inflation rates for 2023 and 2024 are 5.0% and 7.1%, respectively, the Owner and the Company agree to renegotiate the current year's Annual Fee as well as the remaining Annual Fees for the remainder of the term of the Contract to address the excessive inflation.

15. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same Agreement. The Parties may utilize electronic means (including facsimile and e-mail) to execute and transmit the Agreement and all such electronically executed and/or transmitted copies of the Agreement shall be deemed as valid as originals.

16. Termination of Prior Contract. The parties acknowledge that the Owner entered into one (1) contract for water tank maintenance services on this tank with Company on June 9, 1999 ("Prior Contract"). It is the intent of the Owner and the Company for the Prior Contract to terminate immediately upon the execution of this Contract, and this Contract shall supersede the Prior Contract in all respects regarding the maintenance of the tanks. Owner remains responsible for any outstanding invoicing under the Prior Contract.

17. Entire Agreement. This Agreement constitutes the entire agreement of the Parties and supersedes all prior communications, understandings, and agreements relating to the subject matter hereof, whether oral or written.

This Contract is executed and effective as of the date ("the Effective Date") that the last Party signs this Contract below.

OWNER:

Town of Landis

By: _____

Title: _____

Print Name: _____

Date: _____

Witness: _____

Seal:

COMPANY:

Utility Service Co., Inc.

By:  _____
Title: VP, Tank Services & Water Quality LOB

Print Name: G. David Forrester

Date: June 20, 2023

Witness: Lara Townsend

Seal:





Item Cover Page

MEETING TYPE: Board of Aldermen

DATE: July 10, 2023

SUBMITTED BY: Michael Ambrose, Town Manager

ITEM TYPE: Action Item

AGENDA SECTION: Considerations

SUBJECT: **Consider Approval of Awarding the Sewer Asset Inventory and Assessment Grant Project to Municipal Engineering in the amount of \$400,000.**

BACKGROUND: On March 27, 2023, The Town of Landis received an Letter of Intent to Fund for this project using State ARPA Funding. The Board approved to accept this grant project, therefore the request for proposals were sent out April 2023. Municipal Engineering was the only firm to return a proposal for this project, therefore it is my recommendation to award this project to Municipal Engineering.

SUGGESTED ACTION: **MOTION TO APPROVE AWARDING THE SEWER ASSET INVENTORY AND ASSESSMENT GRANT PROJECT TO MUNICIPAL ENGINEERING IN THE AMOUNT OF \$400,000.**



Engineering Excellence: Innovative Approaches / Sustainable Solutions

May 31, 2023

Mr. Michael Ambrose, Interim Town Manager
Town of Landis
312 S. Main St.
Landis, N.C. 28088

RE: Statement of Qualifications
Wastewater Asset Inventory & Assessment

Dear Mr. Ambrose:

Municipal Engineering, Inc. (MESCO) is pleased to submit our Statement of Qualifications for Professional Engineering Services associated with the development of a Wastewater Asset Inventory and Assessment for the Town of Landis. Mr. Bobby Blowe, P.E. will be your primary point of contact for questions during the RFQ selection process. He can be reached at (919) 772-5393 Office, or bblowe@mesco.com.

MESCO is a corporation headquartered in Garner, North Carolina with a branch office in Boone. Established in 1978, we have had the opportunity to complete numerous water and wastewater Asset Inventory and Analysis projects for the Town of Landis and other municipalities across North Carolina – all of which were funded by programs administered by the North Carolina Division of Water Infrastructure. As an added bonus, our **NC HUB Certification** will assist the Town in meeting the requirements of the ARPA program.

If selected, our engineering team will be headed by Mr. Gary Flowers, P.E. at our Garner location. Mr. Flowers will be supported by Mr. Mike Michael McAllister, Mr. Bobby Blowe, P.E. and other staff members as necessary. Each of these gentlemen has many years of experience in water and wastewater system evaluations. Our Design Engineers and Project Managers are very familiar with the new requirements of the ARPA Programs and have great working relationships with the staff.

In closing, I would like to assure you and the Town that our Project Managers and I will be available at any time you need assistance. I have the professional staff available to get started immediately and complete the project within the timeframe provided by the funding agency. We look forward to continuing our work with you and the Town of Landis.

Very truly yours,
MUNICIPAL ENGINEERING, INC.

Carol R. Woodie
Principal Owner

MESCO.COM

Licenses: F-0812 & C-586

STATEMENT OF QUALIFICATIONS

Professional Services - Engineering Services
Wastewater Asset Inventory Analysis (AIA)

• Town of Landis, NC •



Submitted by:

Municipal Engineering, Inc.

Due: June 16, 2023



TABLE OF CONTENTS

INTRODUCTION - BACKGROUND INFORMATION PAGE 1

PROPOSED PROJECT SCHEDULE..... PAGE 3

QUALIFICATIONS OF TEAM MEMBERS PAGE 3

SIMILAR AIA PROJECTS PAGE 6

PREVIOUS WORK WITH TOWN OF LANDIS PAGE 11

REFERENCES PAGE 11

WHY HIRE MESCO...PAGE 12

MUNICIPAL ENGINEERING INC.

A Woman Owned Business with 45 Years of Experience



INTRODUCTION – BACKGROUND INFORMATION

Municipal Engineering, Inc. (MESCO) has prepared a response to the Town of Landis’ Request for Qualifications that highlights our expertise in the assessment of all aspects of Sewer Collection Systems; Sewer Lift Stations; Condition Assessments; and incorporating that information into beneficial Asset Management Plans (AMP) and Capital Improvement Plans (CIP).

Included in the following pages of this Statement of Qualifications is information on the strengths and experience of our Staff and a number of Asset Inventory and Assessment Grants that we’ve been involved with over the years. Many of our clients have been with the Company since its inception in 1978 and during that time we have continuously been involved in the assessment, planning, design, construction, and maintenance of their systems.

MESCO is a full-service civil engineering consulting firm headquartered in Garner, N.C., with a satellite office in Boone, N.C. Since 1978, MESCO has performed Municipal and County Infrastructure projects throughout North Carolina – including several for the Town of Landis. Our 6,500 square foot Corporate Office at 68 Shipwash Drive in Garner, N.C. employs 30 professional and support staff, and there are five professional and support staff in our Boone Office to serve our many clients in that area of the state. MESCO has demonstrated its stability and commitment to North Carolina local Governments over the past 45 years by providing consistent and quality service throughout the firm's history. We have staff with experience working on many water and wastewater related projects funded by the Division of Water Infrastructure. The Highlighted Projects listed on the following pages will demonstrate a strong background in understanding comprehensive Sewer System Design and Operation as well as experience in managing over 30 AIA grants for our clients.

On January 1, 2022, **Municipal Engineering, Inc.** became a majority *woman-owned business, or MBE*, offering **Professional Engineering, Surveying, and Geology services** under the same name. As an added bonus, our **NC HUB Certified MBE designation** often assists our clients attain one of the goals of the American Rescue Plan Act (ARPA), as well as, other State and Federal Agencies.



MUNICIPAL ENGINEERING, INC.

*A NC Hub Certified
Woman Owned Business*

**NC Board of Examiners for
Engineers and Surveyors:
License # F-0812**

**NC Board for Licensing of
Geologists:
License # C-586**

Federal ID # 56-2177667

Carol Woodie, Principal Owner
cwoodie@mesco.com

Headquarters

**68 Shipwash Drive
Garner, NC 27529
Telephone: (919) 772-5393**

Branch Office

**820-B State Farm Rd.
Boone, NC 28607
Telephone: (828) 262-1767**

*Proudly providing Excellence in
Engineering for our clients since
1978!*



As a local North Carolina consulting firm, we can provide a much higher level of client support with lower overhead than many of our competitors. Over the years, our conservative business approach has allowed MESCO to remain a strong, debt-free, and financially stable company. As the founder of MESCO, Jimmy Woodie, often says, *"There are many engineering firms that can design a project for you, but few that will offer you the level of personal attention that we do throughout the life of the project and beyond."*

MESCO staff has been involved in the preparation of budgets, performed rate and debt service analyses and assisted in the development of Capital Improvement Plans and projects based on an assessment of their systems long before the term "Asset Management Plan" was coined.

Mr. Bobby Blowe, P.E. will be the primary point of contact for the purposes of this Statement of Qualifications. He can be reached at (919) 772-5393, or bblowe@mesco.com. The Senior Project Manager / Engineer assigned to any particular project will be the primary point of contact on all other matters. The Town's primary point of contact will be provided mobile phone numbers for all key MESCO personnel involved in the Project with the invitation to call at any time!

SERVICES OFFERED

MESCO offers a full scale of civil engineering services in the areas of Water & Wastewater Treatment, Distribution, and Collection; in-house Surveying and Mapping; Rate Studies; Site Development; Stormwater; Solid Waste; Sidewalks; Permitting; Contract Administration; Construction Observation; and Funding Assistance.

MESCO has also been approved as a private consulting firm by the NC-DOT for the following disciplines: Erosion & Sediment Control Design, GPS-Technical Services, Field Data Collection-GIS, Public Water Distribution System-Utilities, Public Water Transmission Systems – Utilities, Route Location Surveys-Technical Services, Sanitary Sewer Collection System-Utilities, Sanitary Sewer Outfall System-Utilities, SUE-Technical Services, Utility Coordination-Utilities, Building Site Design-Facilities Management, Topographic Surveying-Facilities Management, Boundary Surveying-Facilities Management, and Easement Surveying-Facilities Management. Our project team also includes professionals who are certified Haested Methods Master Modelers of Water CAD and graduates of the National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program.

EXPERIENCE WORKING WITH GOVERNMENT AGENCIES

Most of our clients desire some form of financial assistance to help offset the impact on the user's rate structure necessary to complete the project, and we are pleased to have assisted the Town of Landis in obtaining grant funding for this project! Each of our Senior Project Managers has extensive experience working with the State and Federal Agencies that manage financial assistance programs. Mr. Bobby Blowe, P.E. of our staff, has over 18 years of experience managing the Grant and CWSRF Programs administered by what is now the NC. Division of Water Infrastructure. He is also experienced working with other funding agencies such as EDA, USDA-Rural Development, Golden Leaf, Appalachian Regional Commission, CDBG-I, and the NC Department of Commerce. Mr. Blowe will be available to assist in the administration of the AIA grant that was recently awarded to the Town.



On April, 2022, MESCO welcomed Mr. Vincent Tomaino, P.E. to our team. Mr. Tomaino was previously the DWSRF Branch Head in the NC Division of Water Infrastructure and has over 29 years of experience in Drinking Water and Air Quality Engineering. His contributions to the development of the Division of Water Infrastructure's ARPA policies have made him an extremely valuable member of our team.

In addition, each of our Project Managers and Engineers has an excellent long-standing professional relationship with the financial and permitting personnel of the NC Division of Water Infrastructure and Division of Water Resources. Another of MESCO's more recent hires, Mr. Jay Zimmerman, P.G., joined the MESCO team in February 2021. Mr. Zimmerman is a Professional Geologist and has over 36 years of experience associated with water resource management and protection. His previous experience as the Director of the NC Division Water Resources has uniquely prepared him to oversee regulatory compliance issues for projects in the water resource program areas. We feel strongly that our team's expertise, knowledge, and experience will meet and exceed the Town's expectations.

PROPOSED PROJECT SCHEDULE

As per the Town’s Letter of Intent to Fund, AIA projects funded through the Division of Water Infrastructure (DWI) are required to submit a preliminary project scope, cost estimate and schedule for approval prior to incurring cost. Upon approval of the project scope, there is generally a two-year window for the project to be completed. MESCO begins each Project with a kick-off meeting with the Client. The meeting with the Client usually includes a senior-level project/client manager and project engineer to ensure that we clearly understand the scope of work to be performed and the Client's expectations. Having assisted in the preparation of a funding application for this project, we feel that we fully understand the scope of work envisioned by the Town. We understand that this project was funded with ARPA dollars and, as such, must be completed within 2 years from the date of grant award, but no later than December 31, 2026.

A preliminary project scope and schedule is as follows:

TASK	DURATION (MONTHS)	MILESTONE DATES
Project Management	24	July 2023 through June 2025
Sewer Lift Station Inspection / Evaluation / Technical Memorandum	8	Jan 2024 through Aug 2024
CCTV and Condition Assessments	12	Sept 2023 through Aug 2024
Asset Management Plan Update	6	Aug 2024 through Jan 2025
CIP Project Development / 10-yr update	5	Jan 2025 through May 2025
Receive Deliverables/Project Closeout	2	May 2025 through June 2025

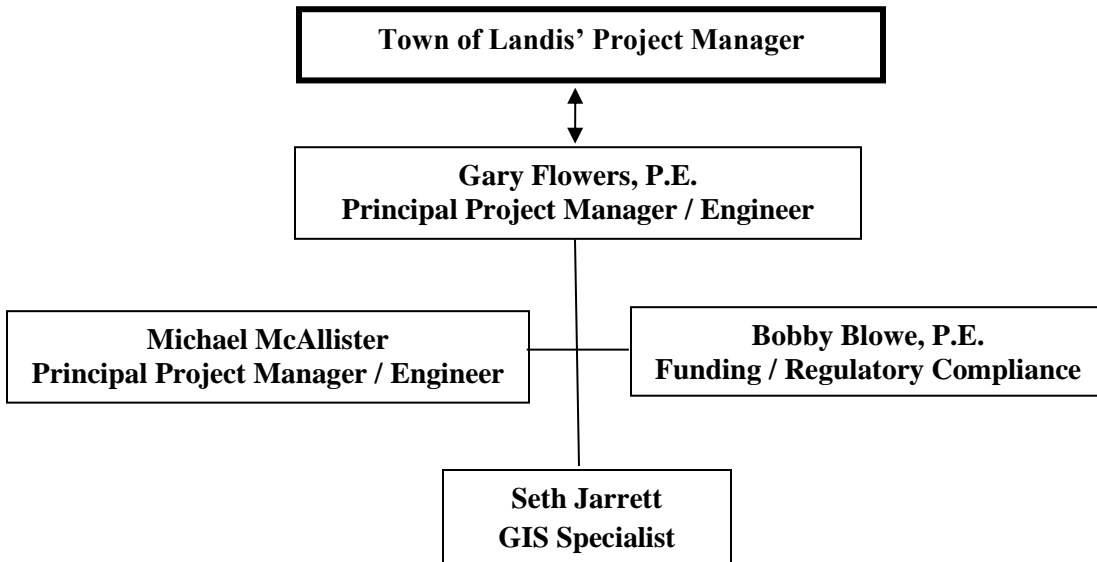
QUALIFICATIONS OF INDIVIDUAL TEAM MEMBERS

All project planning and design services for the Town of Landis will be managed from our Corporate Office located at 68 Shipwash Drive near Garner, NC, 27529. Our Corporate Office employs 30 professional, administrative, and support personnel.



MESCO has a number of highly qualified Senior Project Managers / Design Engineers that will be available to participate as part of a Project Team based upon the individual experience, and/or desires of the Client. The Overall Project Management Team will likely be headed by Gary Flowers, P.E., with engineering and management support from Mike McAllister, Bobby Blowe, P.E., and Seth Jarrett. These are the individuals that the Town’s staff will actually be meeting and working with throughout the life of this project. These gentlemen will be supported by a plethora of technical and administrative support personnel, as well as having access to other professionals within our organization.

O-CHART OF PROPOSED KEY PROJECT TEAM MEMBERS



Gary Flowers, P.E.

NC Professional Engineer # 20148

NASSCO Certified in Pipeline Condition Assessment, Manhole Condition Assessment and Lateral Condition Assessment.

Mr. Flowers has over 30 years of experience in water and wastewater infrastructure projects. He graduated from NC State University in 1991 with a BS in Civil Engineering. Mr. Flowers joined MESCO in February 2016 after 8 1/2 years with WK Dickson & Co. Prior to that, Mr. Flowers spent 2-1/2 years with Earth Tech and 19 years with Peirson & Whitman Architects and Engineers. During that time, Mr. Flowers personally managed the design and construction of over \$105,000,000 in municipal infrastructure projects involving over 225 miles of pipeline (new and rehabilitation), pump stations, roadways, elevated tanks and utility relocation projects. He has also managed



over a dozen Water & Sewer AIA projects for our clients, including the previous Water and Sewer AIA projects for the Town of Landis.



Bobby Blowe, P.E.
NC Professional Engineer #19677

Regulatory Compliance – Water Resources. Mr. Blowe has a BS Degree in Civil Engineering from NC State University and has over eight years with MESCO. He is also a licensed NC General Contractor and is licensed in NC Plumbing/HVAC (Plumbing-Class 1, H-1, H-2 & H-3). Mr. Blowe continually monitors changes in rules and regulations (both proposed and implemented), so MESCO can be "ahead of the game" in keeping our clients compliant. Mr. Blowe came to MESCO from the North Carolina Rural Economic Development Center (5 years) and NC Department of Environmental Quality (30 years). Mr. Blowe's experience meshes well with MESCO because of his work managing the NC Clean Water State Revolving Fund Program and the Construction Grants & Loans Section for 19 years.



Mike McAllister

Mr. McAllister has been employed by MESCO as a Principal Engineering Project Manager since April, 2011. He has a **Civil Engineering Technology Degree from Wilson Technical Community College and studied Civil Engineering at North Carolina State University**. Mr. McAllister has over 40 years of experience in municipal and industrial wastewater treatment and collection system design, municipal water distribution and treatment design; civil / site design permitting, environmental assessments, project funding, project management, surveying and construction administration.

Mr. McAllister is currently working on a number of water and wastewater related American Rescue Plan Act (ARPA) projects for our clients and represents the Town of Kenly on the Lower Neuse River Basin Association. He has also managed, or is managing, over a dozen Water & Sewer AIA projects for our clients. In addition, he has provided planning, design, permitting and project management services for many conventional and land application type wastewater treatment projects during his career. Mr. McAllister has also been successful in assisting clients navigate technical agency requirements imposed by CAMA, DWI, USDA, EDA, Golden Leaf, the NC Department of Commerce, CDBG, FEMA, and more recently, ARPA funding.



Seth Jarrett
GIS Specialist

Mr. Jarrett has a BS in Geography from Appalachian State University and a Certificate in Geographic Information Systems. He started with MESCO upon his graduation in 2016. He is experienced in GIS and Remote Sensing, data collection and management, spatial analysis, LiDAR point cloud data, both vector and raster data, geo-computation, and floodplain mapping. He is also experienced in field surveying with Total Station



and Trimble GNSS. He has provided GIS mapping for many of our clients' water distribution and wastewater collection systems.

Some of Mr. Jarrett's recent related projects include: *Water and Sewer Asset Inventory and Assessment* projects for the Towns of Landis, Warrenton, Old Fort, Murfreesboro, Louisburg, Kenly, Ayden, Fremont, Jamesville, Kinston, Bunn, North Wilkesboro, Micro, River Bend, Robersonville, and the Ocracoke Sanitary District. Each of those projects involved the creation of a GIS database and collection of existing water and sewer systems for physical and interactive digital maps for the Towns to manage and improve their systems. Mr. Jarrett also completed the mapping of the Town of Atlantic Beach's Water System.

OTHER SIMILAR AIA PROJECTS

MESCO has completed, or is in the process of performing, Asset Inventory Assessments for the Towns of North Wilkesboro (Water & Sewer), Old Fort (Sewer), Stantonsburg (Sewer), Jamesville (Water & Sewer), Landis (Water & Sewer), Warrenton (Water & Sewer), Kinston (Water), Ayden (Water & Sewer), Murfreesboro (Water, Sewer & Stormwater), Louisburg (Water & Sewer), Kenly (Water & Sewer), Fremont (Water & Sewer), Ocracoke Sanitary District (Water), River Bend (Water & Sewer), Bunn (Water & Sewer), Micro (Water & Sewer), Robersonville (Water & Sewer), and the Village of Walnut Creek (Water & Sewer). In addition, MESCO recently completed mapping of the Town of Atlantic Beach's Water System.

In addition to our Water & Sewer AIA projects previously completed for the Town of Landis, three (3) other recently completed AIA projects are highlighted below. However, since there have been several personnel changes since the completion of our previous AIA projects for the Town of Landis, it may be helpful to start with an overview of those previous projects.....

TOWN OF LANDIS, NC – WATER SYSTEM & SEWER SYSTEM AIA
Water System AIA funded by NC Division of Water Infrastructure grant of \$150,000
Sewer System AIA funded by NC Division of Water Infrastructure grant of \$150,000

Working with the Interim Town Manager, Leonard Barefoot, MESCO assisted the Town of Landis in preparing an Application for Funding to the NC Division of Water Infrastructure for both a Water System and Sewer System AIA. Both applications were approved for funding in February, 2017.

The *Sewer AIA* grant was used to prepare GIS mapping of the Town's entire sewer system. Once the field data was collected, it was processed by our GIS team to create physical maps and map books of the sewer system. The GIS team then created an interactive GIS mapping tool that the Town could use to display the location, attributes and a photograph of the associated asset. Since the Town did not have ArcGIS software or the technical staff to use the software, a free GIS reader was provided that can be installed on individual desktops, laptops, and tablets to allow staff to view the map and attribute files. In addition to the computer applications, overall system maps and maps books were created in PDF format and assembled into notebooks allowing O&M personnel to have access to detailed maps while out in the field.

As part of the Sewer AIA project, a condition assessment of the S. Upright Street Lift Station sub-basin was performed. The sub-basin was selected by the town's O&M personnel as one of the more critical sub-basins in town with suspected high rates of I/I. The assessment consisted of a closed-circuit television



inspection and smoke testing of approximately 8,500 LF of mostly terra cotta sewer pipe. Most of the sewers and manholes in that sub-basin were found to be in poor condition. Repair/replacement of those sewers was subsequently included in the CIP and a successful \$2.7 million grant application was filed with the Division of Water Infrastructure to fix the problems.

As part of the *Water AIA* grant, the Town proposed to conduct a limited leak detection survey and condition assessment on approximately 3 miles of old cast and ductile iron water mains. The leak detection survey involved the use of non-invasive, acoustic sound wave technology to search for the presence of active leaks. After surveying approximately two-thirds of the most critical water lines identified by town personnel, only two leaks were discovered. With the concurrence of the State AIA Program, most of the funds allocated to leak detection were reallocated to the task of developing a water system hydraulic model.

A properly developed and calibrated water system model can be used to replicate the behavior of the existing system as well as look at the effects of the system under simulated and future conditions, estimate fire protection capacities, identify low pressure and water age/quality issues as well as guide the town in making capital investment decisions. A water system model can also aid the Town in analyzing the effects of new extensions, estimate future demands and analyze the effects of rehabilitation and/or upgrade projects on the existing system. *Another benefit of having a calibrated hydraulic water system model is that certification of the model can be submitted to the State Fire Marshall for the ISO ratings in lieu of Fire Department two-hydrant flow tests of all hydrants every five years.*

As a result of the Water AIA project, the Town of Landis received updated Water System Maps, Leak Report Forms (on USB Drive), a Water and Sewer System Asset Management Plan including water and sewer system assets and maps, a 10-year CIP and O&M Plan, and Water System Hydraulic Modeling Data.

TOWN OF WARRENTON, NC – WATER SYSTEM & WASTEWATER SYSTEM AIA

Robert Davie, Town Manager, (252) 257-1122

townadministrator@warrenton.nc.gov

Water System AIA funded by NC Division of Water Infrastructure grant of \$100,000

Wastewater System AIA funded by NC Division of Water Infrastructure grant of \$150,000

MESCO assisted the Town of Warrenton in preparing an Application for Funding to the NC Division of Water Infrastructure for both a Water System and Sewer System AIA. The Water System AIA grant was approved in February, 2017 and the Wastewater System AIA grant was approved in March, 2018.

The project scope of the *Wastewater System AIA* grant project was very similar to that of Landis. As part of the AIA project, a limited condition assessment of select segments of the gravity sewer system was performed. The assessment areas were selected by town personnel as the most critical areas in town based on age, condition, sanitary sewer overflows and suspected inflow and infiltration.

The assessment consisted of closed-circuit television (CCTV) inspection of the collector sewers, a level 2 aboveground inspection of the manholes and smoke testing of the collector lines. Approximately 14,000 feet of sewer pipe was CCTV inspected and smoke tested along with a Level II visual inspection of 64 manholes. The pipes and manholes were inspected and graded using protocols and standards established by



the National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) and the Manhole Assessment Certification Program (MACP).

Most of the sewers inspected were constructed of terra cotta clay pipe and were in fair to poor condition. Numerous pipe defects such as cracks, fractures, holes, offset joints, roots, and pipe sags were noted throughout the survey area. Similarly, many of the manholes inspected were found to be in poor condition. Most were constructed of brick or masonry block and had active infiltration occurring. Approximately 92% (12,840 LF) of the sewers inspected were in need of replacement or rehabilitation at an estimated cost of \$1,000,000.

The town's entire wastewater collection system was GIS mapped as part of the AIA project. The collection of data for the mapping portion of the project involved a 3-stage process. The data was first collected in the field by our GIS surveyors. Once the field data was collected, it was processed by our GIS team in Raleigh and Boone to create physical maps and map books of the collection system. The GIS team then created an interactive GIS mapping tool that the Town could use to display the location and attributes of the infrastructure asset.

The Deliverables for this project were: Wastewater System GIS Maps – two (2) bound Map Books, one electronic copy on flash drive in PDF format with all GIS Database files, ArcGIS Reader for installation on desktops, laptops, and tablet computers; one (1) bound copy of the Sewer Condition Assessment performed by Compliance Environmental Services (CES) including inspection reports, PACP/MACP database with CCTV inspection media, summaries and reference data; and, one (1) copy of the Engineer's Executive Summary of the project's goals and accomplishments including a summary of the CCTV inspections and planning level cost estimates to replace or rehabilitate lines in the assessment areas.

The *Water System AIA* grant for the Town of Warrenton involved the GIS mapping of the Town's entire water distribution system and the development of a 10-year Capital Improvements Plan. Potential projects identified in the CIP were based on current CIP planning, criticality and discussions with Town staff.

As a result of the Water AIA project, the Town of Warrenton received Water System GIS Maps in – Two (2) bound Map Books, one electronic copy on flash drive in PDF format with all GIS Database files, and an ArcGIS Reader for installation on desktops, laptops, and tablet computers.

TOWN OF MURFREESBORO, NC – WASTEWATER SYSTEM AIA

Carolyn Brown, Town Administrator, (252) 398-5904

cbrown@murfreesboronc.net

Wastewater System AIA funded by NC Division of Water Infrastructure grant of \$150,000

MESCO assisted the Town of Murfreesboro in preparing an Application for Funding to the NC Division of Water Infrastructure for a Sewer System AIA. The Sewer System AIA grant was approved in March, 2019. This project included mapping and sewer system condition assessment as follows:

GPS Sewer System Survey and Mapping – The town used part of the AIA grant funds to GPS survey its entire sewer system and develop a GIS based system map. The GPS field survey was conducted to identify, locate and geo-reference approximately 20 miles of gravity sewer and 3 miles of force mains. All



aboveground features such as manholes, service clean-outs and pump stations were located. Each system feature was assigned a unique number/code, and attributes such as location, age, condition, material and size, were assigned to each feature. In addition, all SSO locations occurring within the past 5 years were geo-located. Once the field work was completed, a system map was developed.

Condition Assessment – Approximately 12,700 linear feet of gravity sewer condition assessment was performed. Most of the lines in town are constructed of 8-inch and 10-inch terra cotta (clay) pipe. The assessment involved CCTV inspection of the main sewer lines to ascertain the condition of the sewers, smoke testing to locate sources in inflow and possible cross connections and an aboveground, Level 2 inspection of approximately 48 manholes to determine their condition. A particular area of concern was the portion of the sewer system that serves a McDonalds Restaurant in Town. During heavy rain events, the restaurant had to close to prevent backups into the restaurant. The mapping and condition assessment focused on this area of the system first in order to identify possible solutions to this problem. *By performing the condition assessment, the town was able to identify major sources of I/I and submit another successful application for funding sewer system rehabilitation for the next funding cycle. The Town was awarded a \$1.8 million loan with \$500,000 of principal forgiveness to address the conditions identified in the AIA project.*

TOWN OF AYDEN, NC – WATER AND SEWER SYSTEM AIA

David Jones, Water & Sewer Superintendent, djones@ayden.com , (252) 814-6447

Gary Flowers, P.E, was the Project Manager for MESCO.

MESCO assisted the Town of Ayden in preparing an Application for Funding to the NC Division of Water Infrastructure for both a Water System and Sewer System AIA. Both the Water System AIA grant Wastewater System AIA grants were approved in March, 2019.

The components of the Sewer System AIA are outlined below:

Update Water System GIS Database and Mapping

A portion of the AIA grant funds were used to update the town’s current sewer system GIS database and system maps. A preliminary GIS field survey was conducted of random segments of the sewer system to verify attribute data and location accuracy. The survey revealed that while most of the attribute data (size, material, etc.) was in order, many of the manhole locations were off by 5 to 7 feet with some being off by as much as 10 to 20 feet. As a result, all sewer system assets found were horizontally and vertically located to a minimum sub-meter accuracy (sub-meter accuracy typically being within a 1–2-foot range with many assets falling within a 3–4-inch range).

Once the field data was collected, it was processed by our GIS team using Trimble Business Center and then exported to ArcGIS Pro to create physical maps and map books of the sewer system. Once initial field work and mapping were completed, GIS staff met with town personnel on several occasions to check the maps for accuracy and provide quality assurance/quality control (QA/QC) of the final product. Once the QA/QC process was complete, MECO’s GIS staff worked to complete the final mapping deliverables for the town.

Since the town already utilized ArcGIS software, digital files of all surveyed assets were turned over to the town for direct download. In addition to the computer files and applications, overall system maps and map



books were created in PDF format and assembled into 11” x 17” mapbooks allowing O&M personnel to have access to detailed, reproducible paper maps while in the office or out in the field.

Trailer Mounted Closed-Circuit Television (CCTV) Camera System

As part of the AIA project, a trailer-mounted CCTV sewer camera system was purchased to allow the town’s O&M staff to video inspect the gravity sewer system lines. The CCTV camera is connected to a computer and it feeds data and images back to the operator, in real-time, with information that can be stored for referencing at a later date. Utilizing the CCTV system, the town’s O&M staff is able to see and record entire sewer segments from manhole to manhole and check those segments for leaks, infiltration and inflow sources (I/I), pipe defects, service connection defects, root infiltration, and pipe blockages. Having the CCTV equipment takes the guesswork out of pipe inspections, enabling quick, accurate and cost-effective examination of gravity sewers and other pipelines without having to excavate and without causing any potential damage to the infrastructure.

Importantly, CCTV is a very cost-effective inspection method for the town for the following reasons:

- No costly or time-consuming excavation is required
- Problems are located, identified and solved quickly, thereby reducing labor costs and increasing productivity
- Preventative repairs can be done as a result of the information collected by the camera
- Minor pipe defects can be addressed before they turn into expensive, major issues
- Identifies issues accurately the first-time, thereby avoiding unnecessary costs involved with guesswork/incorrect diagnosis of a problem

In addition to the cost savings presented above, the benefits of this easy-to-use, yet highly specialized equipment are:

- Completely non-destructive method of inspection
- Fast and precise
- Pinpoint’s accurate location of problem
- Incorporates fully integrated software which enables real-time results and decision-making as well as recordable data for future use/referencing
- Easy to operate
- Environmentally friendly

The CCTV camera system was purchased, as part of the AIA grant work, at a cost of \$96,097.

Because of the efforts undertaken through the Wastewater Asset Inventory and Assessment grant program, the Town of Ayden has a more accurate inventory of its wastewater collection system manholes and sewers. The town was also able to purchase a modern, trailer-mounted CCTV sewer camera that can be used to



remotely inspect sanitary sewer pipes to locate problems as well as evaluate the condition of those pipes to aid in developing and prioritizing future wastewater improvement and rehabilitation projects. Having an accurate inventory of the town’s wastewater collection system infrastructure and the ability to inspect and document the condition of those pipelines, will help the town to develop and prepare competitive funding applications to help pay for critical infrastructure improvements as part of a proactive asset management strategy.

As a result of the findings of the Sewer AIA, the Town of Ayden was able to identify over \$2.5 million of upgrades needed to upgrade one pump station and replace approximately 7,400 lf of old 8” terra cotta clay pipe. An application has been filed and is currently under review by the NC Division of Water Infrastructure.


REFERENCES

In addition to the Contact Info for the three AIA projects highlighted above, please feel free to contact the following AIA clients –unfortunately, many of the Managers listed have relocated since we completed our reports:


- Town of Murfreesboro: Carolyn Brown, Town Administrator, (252) 398-5904
- Town of Jamesville: Kim Cockrell, Clerk/Finance Officer, (252) 792-5006
- Town of Fremont: Robert Jones, *New* Town Administrator, (919) 242-5151
- Town of Louisburg: Sean Medlin, Town Administrator, (919) 497-1015

FIRM AVAILABILITY

Municipal Engineering, Inc. has the availability to get started immediately upon notice to proceed. This project will build upon the information gathered as a result of the Town’s previous Sewer AIA project. The sewer system assessment will provide an in-depth evaluation of approximately 60,000 additional linear feet of old clay gravity sewer pipes and associated manholes. Six (6) of the Town’s ten (10) sanitary sewer lift stations will also be evaluated as a part of this project. MESCO is absolutely committed to completing this project within the two year window required by the Division of Water Infrastructure and well ahead of the drop dead date of December 31, 2026 imposed by the Federal Government on ARPA funded projects.



***Recent
MESCO PROJECTS in Partnership
with the TOWN of LANDIS***



- Sanitary Sewer System Rehabilitation***
\$2,746,260
- AIA for Sewer System***
\$150,000
- AIA for Sewer System***
\$400,000
- AIA for Water System***
\$150,000
- Sewer Lift Station Replacement***
\$1,200,000
- Mt. Moriah-Main St Water System***
\$2,120,500
- Elevated Water Tank***
\$1,453,740



WHY HIRE MESCO?

- ✓ **Our Team:** Our team members have many years of experience in the areas of Water System planning, design, and Asset Inventory and Assessments.
- ✓ **Our Project Experience:** MESCO has been providing these services to clients all across NC since 1978 – including many for the Town of Landis. We extensive in-house knowledge of the Town of Landis’ system and can hit the ground running on this project.
- ✓ **Our Funding Administration Experience:** Two of our team members managed the Clean Water and Drinking Water SRF Programs for the Division of Water Infrastructure. Mr. Blowe was also the Senior Project Engineer at the NC Rural Center and Mr. Tomaino was involved in developing the State’s guidance for ARPA funds administered by the Division of Water Infrastructure.
- ✓ **MBE / HUB Goals:** Municipal Engineering, Inc. is a majority Woman Owned Business. We also utilize the services of MBE / HC HUB sub-consultants for electrical and geotechnical engineering.
- ✓ **Personal Service:** Our conservative business approach, lower overhead, attention to detail, accessibility, and level of personal service coupled with the knowledge and experience of our Team Members makes MESCO the obvious choice.



NORTH CAROLINA
Environmental Quality

March 27, 2023

ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

Ms. Diane Seaford, Town Manager
Town of Landis
PO Box 8165
Landis, NC 28088

Subject: Asset Inventory and Assessment Grant
Letter of Intent to Fund
Sanitary Sewer Asset Assessment and
Evaluation
September 2022 Application Cycle
Project No.: AIA-W-ARP-0200

Dear Ms. Seaford:

The Division of Water Infrastructure (Division) has reviewed your application to the Asset Inventory and Assessment (AIA) grant program, and the State Water Infrastructure Authority (SWIA) has approved your project as eligible to receive grant funding from the American Recovery Plan Act (ARPA) and the State Reserve Program (SRP). The total grant funding amount will be \$400,000 from the following funding sources:

State Reserve Funds (SRP) grant from the American Rescue Plan Act (ARPA). Projects funded from ARPA must meet applicable federal law and guidance. The ARPA-Study Grant will be one hundred percent of eligible project costs up to a maximum of \$400,000.

Please note this intent to fund is contingent on meeting **all** project milestones.

The first milestone for the AIA grant is the submittal of a preliminary project scope that includes a cost estimate and schedule for each major task by May 15, 2023. Please email this to your Division project manager, Matthew Rushing, EI, at matthew.rushing@ncdenr.gov. Upon the Division’s review and approval of this information, we will issue the grant agreement and information package for your signature and approval.

All costs incurred prior to March 3, 2021, are not eligible for ARPA funds and the Division will make no reimbursements for ARPA funds after December 31, 2026.

Please contact us if you plan to proceed with study work prior to receipt of the Division’s grant offer, as such work may later be determined to be ineligible. Additionally, ensure you review past work completed or underway to develop the current scope of work needed. We have resources on [Division's Website – AIA](#) to assist you and your consultant in preparing your scope.



Engineering Services Procurement

The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARP-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

Upon receipt of your letter of intent to fund, please fill out the attached Federal ID & Unique Entity ID (UEI) form and email it to Pam Whitley at pam.whitley@ncdenr.gov. If you choose to decline this funding, the Authorized Representative as declared in the application must directly contact the Division project manager via email or letter on the applicant's letterhead.

We look forward to working with you on this project. If you have any questions, please contact Matthew Rushing, EI, at matthew.rushing@ncdenr.gov or by phone at (919) 707-9060.

Sincerely,



Victor A. D'Amato, PE, Supervisor
Viable Utilities Unit

EC: Gary Flowers; Municipal Engineering, Inc. (via email)
Matthew Rushing, EI (via email)
Pam Whitley (via email)
ARPA-AIA File

**TOWN OF LANDIS
SEWER SYSTEM AIA
AIA-W-ARP-0200**

**Preliminary Project Scope and Cost Estimate w/Schedule
May 25, 2023**

REFERENCE: As included in the funding application submitted last Fall (2022), the Authorized Representative and primary contact for the Town of Landis, and this project, is the Town Manager, or current successor. The current Town Manager is Michael Ambrose. He can be reached at (704) 857-2411 ext. 202 or via email at mambrose@townoflandisnc.gov.

NARRATIVE: The Town of Landis intends to conduct a sanitary sewer system asset assessment and evaluation of approximately 60,000+ LF of clay gravity sewer pipes and associated manholes. The inspection/assessment will include internal CCTV inspection of gravity sewers and an aboveground Level II Manhole Inspection. The inspection/assessment will also include smoke testing approximately 60,000+ LF of the clay gravity sewer lines. The asset assessment and evaluation will also include the inspection and evaluation of six (6) of the town's ten sanitary sewer lift stations.

In addition, the proposed work will include updating town's current Wastewater Asset Management Plan and 10-Year Capital Improvements Plan as well as the development and prioritization of critical sanitary sewer system collection rehabilitation projects based on the findings of the collection system asset inspection work and lift station evaluations.

ITEMIZED TASKS: In accordance with the ARPA requirements, we will publish a RFQ to provide the engineering services necessary to complete the project. At this time, the project budget included in the funding application will be the basis for our engineering services agreement once a consultant has been selected.

ESTIMATED PROJECT COSTS:

PROJECT TASKS	ESTIMATED COSTS
Project Management	\$ 15,000
CCTV Sewer Inspection, Level II Manhole inspection, Smoke Testing	300,000
Sewer Lift Station Inspection/Evaluation/Technical Memorandum	30,000
Asset Management Plan Update	20,000
Capital Improvements Project Development/CIP Updates	20,000
Grant Administration	15,000
TOTAL ESTIMATED PROJECT COSTS	\$ 400,000

PROPOSED PROJECT SCHEDULE:

TASK	DURATION (MONTHS)	MILESTONE DATES
Project Management	24	July 2023 through June 2025
CCTV and Condition Assessments	12	Sept 2023 through August 2024
Sewer Lift Station Inspection/Assessments	8	Jan 2024 through August 2024
Asset Management Plan Update	6	August 2024 through Jan 2025
CIP Project Development/10-Yr. CIP Update	5	Jan 2025 through May 2025
Receive Deliverables/Project Closeout	2	May 2025 through June 2025
Grant Administration	24	July 2023 through June 2025

DELIVERABLES: The Deliverables will include: Bound hard copies and digital copies of all gravity sewer CCTV Condition Assessment videos, photos, inspection reports, all Level II manhole inspection photos and reports, and all smoke testing reports, photos and GIS coordinates; an assessment and written evaluation of six (6) sanitary sewer pump stations including photos and recommendations for renewal/rehabilitation; updated Wastewater Asset Management Plan; written capital project development plan including project criticality review, prioritization and timing of projects; an updated 10-year Capital Improvement Plan based on the tasks performed as part of the Wastewater AIA project. It is understood that this work is to be accomplished within 24 months of the funding offer and that funds will not be available beyond December 31, 2026.



Parks & Recreation June Report

Events Summary

The June Cruise-In held on June 2nd was the biggest turn out so far. We had an estimate of a little over 200 cars on display with numerous spectators. The next Cruise In is set for July 7th. The Nostalgia Band will be performing from 5-9pm.

The senior luncheon/bingo was held June 7th. There were 16 in attendance. The next luncheon will be August 2nd at 12:00 at Trinity Lutheran Church.

Farmer's Market each Tuesday 4-7 on N Central Ave. We have a total of 8 vendors signed up to participate. Unfortunately, there has not been a week where they are all there at the same time. We will continue to promote the market and accept new vendors throughout the season.

Park & Pool

Pool Party Rentals: 6

Camp Rentals: During the month of June, campsites or cabins were booked a total of 25 days. We had 4 shelter rentals.

Daily Park Fishing Passes Sold: 702
State Licenses: 41

Annual Park Fishing Pass: 0
Boat Registrations 18

2020 Ford Explorer Mileage as of 4/30/2023: 39544

2023 Annual Event Dates: Cruise-In Dates- 4/7 5/5 6/2 7/7 8/4 9/1 5:00-9:00pm
Easter Egg Hunt- 4/1 10:00am
Fall Festival/Trunk or Treat 10/28 2:00-6:00pm
Parade & Tree Lighting 11/21 3:00pm parade/ 6:00pm Tree Lighting
Campfire Christmas 12/9 4:00-7:00pm

Public Works Monthly Reporting

Completed By Tristin Walter Date 6-27-2023

1. Water - Sewer

- Taps 1
- Irrigation Taps 0
- Water Main breaks 1
- Meter Box Replacement 0
- Hydrant (Water Quality Flushing) Routes 10
- Meter/MXU Change Out 4
- Water Pump Station (quantity 1) Quality 30
- Sewer lift station (quantity 10) y Monitoring and Repairs needed y
- Customer calls/ resident needs 16
- New / Current Resident work orders start& stop service 23

2. Stormwater

- Requested Repair Quotes requested for attached maps
- Storm drain repair and maintenance (All Public works employees help)

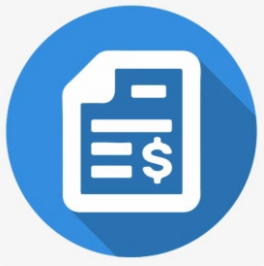
3. Electricity

- Current / New Resident Work orders 20
- New (Temp) Service 2
- Disconnects 68
- Streetlights 13
- Security Lights 12
- Pole Repair/Replace 2
- Outages: Cause, Environmental 9 Load Demanded _____ Vehicle Wreck _____ Other _____

4. Streets

- Weekly Schedule: Monday thru Wed Bulk Pick up, Thursday thru Friday Chipping/ Leaves
- Rowan County Dump Runs 8
- Customer calls 24 Work Orders 12 Go Gov 3

Comments: _____



Monthly Reporting

☒ **Utility Services Department**

- New Residents to Landis 58
- Cash Payments 85
- Credit card Payments 75
- Check Payments 131
- Bank Draft Payments 404
- Disconnection total 66
- AMI Electrical Meters 3203
- Remaining Manual Meters 31
- Water Meters 2119
- Sewer Customers 16
- Customer usage portal 353

Reported By: Rebecca Powell Date: 07/05/2023





LANDIS FIRE

DEPARTMENT OF PUBLIC SAFETY, Interim Director Kevin Young
312 SOUTH MAIN STREET, LANDIS, NC 28088
P: 704-855-1269

July 3, 2023

Attention: Landis Board of Alderman

Re: June 2023 Fire Department Report

Monthly Total – 70 Calls

Medical – 40

Fire Calls - 28

Motor Vehicle Accidents – 2

Mutual/Automatic Aid Given – 28

Mutual/Automatic Aid Received – 7

F.D. Vehicle Mileage

E-443 – 92,024

E-442 – 36,615

Car 44 – 135,298

Ladder 58 – 20,612

E-581 – 28,491

Sincerely,

Kevin L. Young

Interim Fire Chief



LANDIS POLICE

Kevin Young, Interim Chief of Police

136 NORTH CENTRAL AVENUE PO BOX 165, LANDIS, NC 28088
P: 704-857-2129 F: 704-857-3512

July 3, 2023

Attention: Landis Board of Alderman

Re: June 2023 Police Statistical Report

Police Stats:

Total Calls for Service (including self-initiated calls) – **330**

Self-initiated calls Only – **198**

Calls for Service Only – **131**

Traffic Crashes – **2**

Traffic Stops – **28**

Vehicle Mileage:

LPD-081: 132,460

LPD-101: 103,029

LPD-102: 97,207

LPD-131: 92,724

LPD-151: 63,398

LPD-161: 65,606

LPD-171: 54,117

LPD-172: 81,176

LPD-173: 71,599

LPD-174: 48,335



LANDIS POLICE

Kevin Young, Interim Chief of Police

136 NORTH CENTRAL AVENUE PO BOX 165, LANDIS, NC 28088
P: 704-857-2129 F: 704-857-3512

LPD-175: 61,041

LPD-176: 52,495

LPD-177: 70,266

LPD-211: 13,463

LPD-212: 14,190

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin L. Young".

Kevin L. Young

Interim Chief of Police

ROWAN COUNTY COMMUNICATIONS

Events by Nature Code

Agency: LPD, Event date/Time range: 06/01/2023 00:00:00 - 06/30/2023 23:59:59

Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
102D1 ABUSE	0	0	1	1	0%	0:05:26	0:08:25	0:05:22	0:19:13	0:19:13
103A2 FOUND PROPERTY	0	0	2	2	1%	0:22:59	0:04:02	0:29:56	1:53:54	0:56:57
104C2 COMMERCIAL BURG (INTRUSI	0	0	18	18	5%	0:02:50	0:04:21	0:09:58	4:36:49	0:15:22
104C3 RESIDENTAL BURG (INTRUSI	0	0	3	3	1%	0:02:46	0:04:24	0:07:19	0:43:29	0:14:29
111B1 PAST DAMAGE TO PROPERTY	0	1	0	1	0%	0:00:00	0:00:00	0:04:20	0:04:20	0:04:20
111C1 DAMAGE TO PROP -JUST OCC	0	0	1	1	0%	0:04:06	0:21:04	0:20:36	0:45:46	0:45:46
113B2 OTHER NOISE COMPLAINT	0	0	3	3	1%	0:04:56	0:10:08	0:01:04	0:48:25	0:16:08
113C1 DISTURBANCE-LOUD PARTY	0	0	1	1	0%	0:02:31	0:00:00	0:00:00	0:07:05	0:07:05
113D2 DISTURBANCE / VERBAL	0	0	7	7	2%	0:04:48	0:05:00	0:28:51	4:25:37	0:37:56
114D1 PHYSICAL DOMESTIC	0	0	3	3	1%	0:01:33	0:04:18	0:08:24	0:42:50	0:14:16
114D2 VERBAL DOMESTIC	0	0	2	2	1%	0:05:07	0:04:43	0:12:21	0:44:22	0:22:11
115C1 DRINKING IN PARKED VEH	0	0	1	1	0%	0:06:47	0:01:09	0:11:16	0:19:12	0:19:12
115D1 DRIVING UNDER INFLUENCE	0	0	1	1	0%	0:04:48	0:00:00	0:00:00	0:10:39	0:10:39
118B2 FRAUD-PAST FORGERY	0	0	1	1	0%	0:05:58	0:05:04	0:11:45	0:22:47	0:22:47
119D2 THREAT	0	0	1	1	0%	0:02:09	0:02:41	0:15:47	0:20:37	0:20:37
119D3 HARASSMENT	0	0	1	1	0%	0:03:06	0:00:00	0:00:00	0:17:17	0:17:17
123B3 FOUND PERSON	0	0	1	1	0%	0:06:55	0:50:43	0:02:45	1:00:23	1:00:23
123D1 MISSING PERSON (AT RISK)	0	0	1	1	0%	0:05:51	0:06:03	0:29:23	0:41:17	0:41:17
125B2 LOCKOUT - ROUTINE	0	0	2	2	1%	0:07:41	0:09:31	0:08:37	0:37:54	0:18:57
125D1 CHECK WELFARE-URGENT	0	0	5	5	2%	0:02:50	0:12:49	0:10:47	2:12:17	0:26:27
127D2 SUICIDE THREAT	0	0	1	1	0%	0:03:15	0:02:56	0:14:25	0:20:36	0:20:36
129B1 SUSPICIOUS PERSON (PAST)	0	0	1	1	0%	0:03:07	0:05:19	0:08:00	0:16:26	0:16:26
129B3 SUSPICIOUS CIRCUM (PAST)	0	0	3	3	1%	0:03:26	0:20:46	0:06:32	1:20:17	0:26:44
129C1 SUSPICIOUS PERSON	0	1	9	10	3%	0:05:09	0:05:29	0:09:17	2:50:39	0:17:00

Section 5, Item 5.1

Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
129C3 SUSPICIOUS VEHICLE	0	8	9	17	5%	0:04:57	0:06:33	0:11:03	4:58:42	0:17:34
129C5 SUSPICIOUS CIRCUMSTANCE	0	0	1	1	0%	0:04:19	0:05:49	0:05:57	0:16:05	0:16:05
130B1 LARCENY (ALREADY OCC)	0	0	3	3	1%	0:05:53	1:16:06	0:26:00	5:23:59	1:47:59
131B1 TRAFFIC ACCIDENT - PD	0	0	1	1	0%	0:02:19	0:07:59	0:14:44	0:25:02	0:25:02
131B3 HIT & RUN	0	0	1	1	0%	0:04:08	0:02:44	0:12:10	0:19:02	0:19:02
132A1 ABANDONED VEHICLE	0	1	0	1	0%	0:00:00	0:00:00	0:03:30	0:03:30	0:03:30
132C1 SEVERE TRAFFIC VIOLATION	0	0	1	1	0%	0:04:36	0:09:47	0:03:36	0:17:59	0:17:59
132O2 TRAFF COMP - INFORMATION	0	0	1	1	0%	0:04:42	0:00:00	0:00:00	1:02:49	1:02:49
133D1 TRESPASSING	0	0	4	4	1%	0:03:16	0:05:59	0:24:03	2:13:14	0:33:18
135C1 SHOTS FIRED (HEARD)	0	0	2	2	1%	0:02:15	0:02:46	0:24:19	0:58:42	0:29:21
32B3 UNKNOWN MEDICAL	0	0	1	1	0%	0:03:08	0:02:33	0:09:50	0:15:31	0:15:31
ASSIST EMS	0	0	1	1	0%	0:00:46	0:03:05	0:49:09	0:53:00	0:53:00
ASSIST MOTORIST	0	1	1	2	1%	0:02:44	0:11:03	0:54:46	2:03:20	1:01:40
ATTEMPT TO LOCATE	0	0	2	2	1%	0:04:10	0:13:19	0:04:09	0:43:18	0:21:39
BURGLARY ALARM	0	0	2	2	1%	0:01:50	0:06:06	0:03:41	0:23:15	0:11:37
BUSINESS OR HOUSE CHECK	0	128	1	129	39%	0:00:20	0:05:27	0:07:29	16:17:35	0:07:34
CHASE	1	1	0	2	1%	0:00:00	0:00:00	2:23:56	4:47:52	2:23:56
DELIVER MESSAGE	0	0	12	12	4%	0:08:17	0:15:30	0:11:44	8:05:23	0:40:26
ESCORT FUNERAL OR OTHER	0	0	2	2	1%	3:49:25	0:03:30	0:33:34	8:49:28	4:24:44
EVICTON	0	0	2	2	1%	0:00:48	0:00:00	0:16:28	0:34:06	0:17:03
FOLLOWUP	0	3	4	7	2%	0:09:10	0:04:12	0:19:46	3:12:22	0:27:28
FOOT PATROL	0	2	0	2	1%	0:00:00	0:00:00	0:02:30	0:05:01	0:02:30
GENERAL INFORMATION	0	0	2	2	1%	0:05:21	0:07:22	0:00:36	0:18:41	0:09:20
ILLEGAL BURNING	0	0	2	2	1%	0:09:12	0:07:14	0:06:05	0:31:45	0:15:52
SCHOOL SECURITY CHECK	0	16	0	16	5%	0:00:01	0:00:00	0:36:33	9:45:00	0:36:33
TRAFFIC CHECK	0	8	0	8	2%	0:00:01	0:00:00	1:10:57	9:27:39	1:10:57
TRAFFIC STOP	0	28	0	28	8%	0:00:01	0:00:00	0:13:05	6:06:23	0:13:05
Subtotals for No Summary Code	1	198	124	323	98%	0:09:09	0:09:54	0:18:26	114:20:54	0:33:44

Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
911 HANG UP	0	0	7	7	2%	0:03:18	0:04:19	0:04:51	1:23:49	0:11:58
Subtotals for 911	0	0	7	7	2%	0:03:18	0:04:19	0:04:51	1:23:49	0:11:58
Grand Totals	1	198	131	330	100%	0:09:01	0:09:45	0:18:09	115:44:43	0:33:16

ROWAN COUNTY COMMUNICATIONS

Section 5, Item 5.1

Mileage Report by Vehicle ID

No vehicle ID entries: EXCLUDE, Agency: LPD, Date/Time range: 06/01/2023 00:00:00 - 06/30/2023 23:59:59

Vehicle ID	Unit Code	Time On Duty	Time Off Duty	Total Time	Starting	Mileage	
						Ending	Total
151	2605	06/02/2023 15:58:48	06/03/2023 05:34:39	0013:35:51	0	62,682	62,682
	2605	06/03/2023 15:13:08	06/04/2023 05:29:11	0014:16:03	0	0	0
	2605	06/04/2023 16:52:53	06/05/2023 05:45:59	0012:53:06	0	62,759	62,759
	2605	06/07/2023 07:51:33	06/08/2023 07:58:23	0024:06:50	0	0	0
	2605	06/08/2023 16:12:58	06/09/2023 05:29:56	0013:16:58	0	62,876	62,876
	2605	06/12/2023 07:39:25	06/12/2023 15:04:17	0007:24:52	0	0	0
	2605	06/12/2023 17:23:54	06/14/2023 08:21:01	0038:57:07	0	0	0
	2605	06/14/2023 17:26:20	06/15/2023 05:29:12	0012:02:52	0	63,148	63,148
	2605	06/15/2023 15:33:39	06/16/2023 05:32:35	0013:58:56	0	0	0
	2605	06/16/2023 16:36:12	06/17/2023 05:33:56	0012:57:44	0	63,319	63,319
	2605	06/17/2023 16:52:15	06/18/2023 05:32:33	0012:40:18	0	63,385	63,385
	2605	06/18/2023 17:13:55	06/19/2023 05:26:10	0012:12:15	0	92,724	92,724
	2605	06/26/2023 16:38:26	06/27/2023 05:37:23	0012:58:57	0	1	1
	2605	06/27/2023 17:03:33	06/28/2023 05:30:53	0012:27:20	0	92,000	92,000

Totals for Vehicle ID: 151	Unit Total Time 0213:49:09	Unit Total Mileage 562,894
-----------------------------------	--------------------------------------	--------------------------------------

161	2608	06/01/2023 05:43:18	06/01/2023 18:25:54	0012:42:36	0	0	0
	2608	06/02/2023 05:30:16	06/02/2023 17:50:41	0012:20:25	0	0	0
	2608	06/05/2023 07:09:42	06/05/2023 15:27:32	0008:17:50	0	0	0
	2608	06/06/2023 07:02:50	06/06/2023 15:35:35	0008:32:45	0	0	0
	2608	06/07/2023 06:55:27	06/07/2023 15:30:20	0008:34:53	0	0	0
	2608	06/08/2023 07:01:28	06/08/2023 15:33:54	0008:32:26	0	0	0
	2608	06/10/2023 05:32:56	06/10/2023 17:43:49	0012:10:53	0	65,261	65,261
	2608	06/11/2023 05:22:55	06/11/2023 17:48:12	0012:25:17	0	65,357	65,357
	2608	06/12/2023 07:06:02	06/12/2023 16:07:59	0009:01:57	0	65	65
	2608	06/13/2023 07:06:22	06/13/2023 21:43:02	0014:36:40	0	0	0
	2608	06/20/2023 07:08:05	06/20/2023 15:41:20	0008:33:15	0	0	0
	2608	06/21/2023 08:45:37	06/21/2023 15:56:22	0007:10:45	0	65	65
	2608	06/22/2023 07:14:56	06/22/2023 15:47:50	0008:32:54	0	0	0
	2608	06/24/2023 05:39:58	06/24/2023 17:42:53	0012:02:55	0	65,606	65,606
	2608	06/25/2023 05:16:09	06/25/2023 18:04:28	0012:48:19	0	0	0
	2608	06/28/2023 08:10:53	06/29/2023 04:40:31	0020:29:38	0	0	0
	2608	06/29/2023 07:43:49	06/29/2023 16:30:15	0008:46:26	0	0	0

Totals for Vehicle ID: 161	Unit Total Time 0185:39:54	Unit Total Mileage 196,354
-----------------------------------	--------------------------------------	--------------------------------------

171	2606	06/01/2023 07:53:37	06/01/2023 12:53:26	0004:59:49	0	52,904	52,904
	2606	06/02/2023 12:41:12	06/02/2023 23:38:13	0010:57:01	0	53,025	53,025
	2606	06/04/2023 08:26:24	06/04/2023 12:16:40	0003:50:16	0	53,063	53,063

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
MINIMUM HOUSING			
HC-20-02	property near intersection of East Ryder Avenue and Coldwater Street	Villas at Landis Development LLC (new owners)	abandoned dilapidated mobile office or classroom structures. Property has transferred now. Will contact new owners.
HC-21-04	314 Town Street	Ruth C Deadmon	occupied dwelling without water, sewer or electric services. Notices issued and have met with occupants on multiple visits. Hand delivered a copy of the Notice to vacate by 02-15-2023 and mailed it also. Due to non-compliance, Civil Penalties have been initiated. Occupants have called concerning the penalties and excuses. No change and persons still living in the house. Full inspecton conducted, pending hearing.
HC-21-05	615 South Main Street	Jose Ivan Perez Perez (11-02-22)	Substandard housing conditions. Property has now been sold three times within the five months. Renovations continue. Will continue to monitor for completion. Property is now overgrown. Will open case and issue notice.

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
HC-21-08	317 East Corriher Street	Gail D Jackson	unsafe and unsanitary conditions inside and outside the house. Conducted inspection with warrant. Hearing scehduled for 01-11-2023 @ 10:00. Owner did not show but called later. Hearing held on front porch with decision she will continue with clean up and I will conduct periodic inspections until compliance is met. Follow up inspection conducted with some progress observed. Will continue periodic inspections and communications.
HC-23-01	310 East Garden Street, Apt D	Murthy S Kopparthi & Yama Venngopal R Kopparthi	Substandard housing conditions. Inspection with tenant scheduled for 06-02-23 @ 3:00 pm.
NUISANCES			
PN-20-01	510 East Ryder Avenue	Solutions Home Buyers LLC (04-27-23)	various forms of trash, debris and other similar materials. Home is in disrepair also. Solution Home Buyers has taken possession of the property as of 04-27-2023 and is in full clean out mode now. CLOSED 06-20-23

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-21-01	616 East Mills Drive & adj lot on Turner Street	Billy Roy & Dollie M Poston	various forms of trash, debris and other similar materials, junked/nuisance vehicles. Vehicles have been removed, with only a few items remaining on the front porch and yard. Complaints continue to come in but property clean up is nearly complete. Will continue to follow up.
PN-23-02	107 North Meriah Street	James A Hall Jr	various forms of trash, junk, and debris along with multiple junked/nuisance vehicles. Notice issued with deadline of 02-21-23. Owner has taken no action. Spoke to him by phone, with no change in conditions as of today. Second notice issued and returned by Post Office. Will follow up and take enforcement action as needed.
PN-23-04	210-214 Rankin Road	Mary Theresa Martin	Various forms of trash, debris and similar materials. Met on site with the owner and he will begin abatement actions. Will monitor.
PN-23-05	965 Colonial Drive	Karen Garrett	overgrowth, pallets, debris, and possible abandoned house. Notice issued on nuisance issues. Spoke with owner's family that lives there. Yard conditions cleaned up. CLOSED 06-07-23.

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
PN-23-06	709 South Main Street	Thomas McConnell Family LLC	overgrowth and a dilapidated shed. Notice issued and abated by owners. CLOSED 06-07-23.
PN-23-07	707 South Main Street	Carolyn & Jeff Miller	overgrowth. Notice issued and returned. Abated by owner. CLOSED 07-05-23.
PN-23-08	VL Buford Drive & North Beaver Street	Fernando & Jaqueline Iglesias	overgrowth. Notice issued with no results. Abated by Town, pending lien documents.
PN-23-09	1106 South Highland Ave	Elise Taylor Beaver	overgrowth, trash and debris along with possible junked/nuisance vehicles. Notice issued with deadline of 07-16-23.
PN-23-10	1013 South Highland Ave	Enza & Marc Friedman	overgrowth, trash and debris. Notice issued with deadline of 07-16-23.
PN-23-13	461 Kimball Loop	SFR JV2 NTL Borrower	overgrowth, trash and debris. Notice issued with deadline of 06-25-23. No change and no response from owner. Will release for abatement.
PN-23-14	100 North Meriah Street	Ferrell A James	overgrowth. Notice issued and posted on the property with deadline of 07-16-23.
PN-23-15	East Ryder @ Coldwater St	Villas at Landis Ddevelopment LLC	overgrowth. Notice issued with deadline of 07-16-23.
PN-23-16	410 Town Street	Mary Susan Pruitt	boxes, trash and debris. Notice issued with deadline of 07-16-23.

Case Number	Violation Address	Owner or Occupant	Status or Conditions
ABANDONED-JUNKED-NUISANCE VEHICLES			
ZONING			
Z-23-02	303 Buford Drive	Fon Ernest	Fence violation. Notice issued. Have spoken with the owner and advised to cease all work for now. Multiple additional zoning violations were found including failure to obtain permits, setback violations, pool violations, driveway cuts and expansion of a dwelling without permits. Working with Planning Department on follow up notice to include all newly found violations. Pending.
Z-23-03	305 South Main Street	Luis Sanchez (01-11-23)	Operating a used car or similar business without permits and in violation of zoning district standards. Notice issued and met with owner on site. In discussion with Planning for compliance measures.

TOWN OF LANDIS

Case Number	Violation Address	Owner or Occupant	Status or Conditions
Z-23-04	808 Georgia Oak Avenue	Alycia Feyh & Robert Fraiser	Operating a daycare business in a residential district. Installation of a pool without permits, fencing etc. Made contact with the occupants. Determined they are not operating a business but baby sitting family kids so parents can work. They drained the pool and will be contacting Planning for permits and requirements. Pending.
Z-23-05	110 North Upright Street	T D Enterprise Inc (owner) Two Brothers Auto Collision (business)	Operating a business without permits. Notice issued with a deadline of 08-08-23.

Town of Landis
Division of Land Use
Zoning Permits Issued – Year 2023

Permit #	Date	Name	Job Address	Permit Use
ZN-23-01	01-12-23	TAYLOR WHITE	408 N CHAPEL ST	HOME OCCUP/ACCESS STRUCTURE
ZN-23-02	01-18-23	LEANNA HOLLAR	115 W ROUND ST	ACCESS. STRUCTURE
ZN-23-03	01-18-23	CHRIS HOLMES	250 TRANQUIL LAKE DR	FENCE
ZN-23-04	01-24-23	LINKER	205 W. 1 ST STREET	NEW CONST. SFR
ZN-23-05	01-31-23	BARNES	507 W BEAVER ST	ACCESS. -DECK REPLACEMENT
ZN-23-06	01-31-23	MACLEOD CONCRETE	220 OLD BEATTY FORD ROAD	NEW CONCRET PLANT
ZN-23-07	01-31-23	READLING UPDATED PERMIT	409 S CORRELL ST ZN-22-28	REMODELW/ADDITION SFR
ZN-23-08	2-1-2023	LANDIS BAPT. CHURCH	512 W. RYDER AVE	2 ACCESS. BLDGS
SP-ZN-23-09	2-1-2023	JOY LONG(LITTLE SHOPPE)	2881 N CANNON BLVD #B	WALL SIGN FOR BUSINESS
ZN-23-10	2-2-23	JAMES HAUSS	510 TRANQUIL LAKE DR	ACCESS. BLD -30X60 GARAGE
SP-ZN-23-11	2-1-2023	JOY LONG(LITTLE SHOPPE)	2881 N CANNON BLVD #B	TEMP SIGN FOR BUSINESS
ZN-23-12	2-23-23	TERESA RANKIN GRANDISON	180 OVERCUP COURT	PORCH & DECK ADDITION
ZN-23-13	3-2-2023	DARELL EFIRD	2515 HWY 29 S	ACCESS STRUCTURE
ZN-23-14	3-15-23	SANDOVAL	406 S CORRELL ST	ACCESS STRUCTURE
ZN-23-15	3-16-23	WATTS, CODY (NIKKI)	127 S CENTRAL AVE NEW BUS.	RESTAURANT "LANDIS CREAMERY"
ZN-23-16	3-28-23	NIBLOCK HOMES	900 IRISH CREEK DRIVE	NEW CONST SFR
ZN-23-17	4-5-23	ELIJAH HARRISON CONST	306 N KIMMONS ST	INT. ROOM ADDITION
ZN-23-18	4-5-23	WALSH	504 SAWTOOTH OAK DR	FENCE
ZN-23-19	4-11-23	ABCD MOORE PROP.	1555 PINNACLE WAY DR	INT. ROOM ADDITION
ZN-23-20	4-11-23	DAVID MILLER REALTY	805 E MILLS DR	NEW SFR
ZN-23-21	4-11-23	DAVID MILLER REALTY	807 E MILLS DR	NEW SFR
ZN-23-22	4-11-23	DAVID MILLER REALTY	811 E MILLS DR	NEW SFR
ZN-23-23	4-13-23	CAROLINA BUILDERS OF CAB	416 PINE ST.	NEW SFR
ZN-23-24	4-18-23	BUILD 4 VALUE LLC	310 TOWN ST. PREV. ZN-22-71	NEW SFR (W/UTILITY EASEMENT)
ZN-23-25	5-3-23	NICHOLE ROMANOWSKI	302 GALLANT CIR	FENCE
ZN-23-26	5-11-23	FARION MORGAN	325 E TAYLOR ST	ACCESS. BUILDING
ZN-23-27	5-17-23	CRETE SOLUTION	220 OLD BEATTY FORD RD	IND.-CONCRETE PLANT
ZN-23-28	5-25-23	JAMES LEFLER	611 E MILLS DR	ROOF ADDITIONS
ZN-23-29	6-1-23	NELSON'S GLASS SERV.LLC	2977-A N CANNON BLVD	NEW BUSINESS USE
ZN-23-30	6-22-23	FON ERNEST	303 BUFORD DR	ADD. PORCH AND DECK & CORRECTION
ZN-23-31	6-22-23	NIBLOCK HOMES	2419 CALLAGAN COURT	NEW SFR
Zn-23-32	7-5-23	THACKER	940 TAMARY WAY	POOL WITH FENCE & DECK
ZN-23-33	7-6-23	HAYES	330 KIMBALL LOOP	ACCESS BLDG

LANDIS DEVELOPMENT PLANS UNDER REVIEW

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

LANDIS DEVELOPMENT PLANS UNDER REVIEW

<p>(CONT.) #07-21 RYDER PLACE</p>			<p>5-24-23 Pre-Construction meeting - **Construction authorized upon completion of fees and several other requirements. 5-30-23 Operation and Maintenance Agreement rec'd 6-6-23 Sent Zoning Permit Application 6-16-23 Stormwater Report From Alley William Carmen & King 7-5-23 Rec'd water system specs.</p>
<p>SITE 11-21 GRAY FILE DRAWER NEW NAME: LANDIS APARTMENTS</p>	<p>Steve Ross – Dynamic Developers of the Carolinas, LLC Mark Siemieniec- Architect</p>	<p>716 W. Ryder Ave & Mt. Moriah Ch. Rd Map 130b 096</p>	<p>PROPOSED TOWNHOMES APARTMENTS</p> <p>12-22-21 PAYMENT: \$100 SKETCH PLAN REV. 12-28-21 RF to Engineer, email with comments re sketch plan layout. 2-8-22 R. Flowe mtg w/Developer Engineer 5-16-22DEV. MTG WITH R FLOWE SKTECH PLAT REV. 7-5-22 PAYMENT \$100 FOR 5-16-22 REVIEW 7-15-22 REC'D 2 COPIES OF PRELIMINARY SITE PLAN- Location: floor beside map cage Payment: site plan rev. \$388.25 8-10-22 PL. BD REVWD. PLAN REJECTED. DEV WILL SUBMIT ANOTHER SITE PLAN 10-19-22 rec'd revised plan 11-8-22 OVERVIEW W/PL. BD. 11-16-22 MTG W/FLOWE &MNGR- WILL RE-SUBMIT PLANS NO TRC ON CURRENT PLANS. 12-6-22 REC'D REVISED PLANS. R FLOWE COMMENTED. EMAILED ARCHITECT W/COMMENTS 12-21-22 re-sent email of 12-6-22 to architect/confirmed recpt. 1-3-23 ACTIVE FILE 2-8-23 revised plan sent by email- next step is site dev. Plan rev. 2-28-23 PLAN HARD COPIES REC'D 2-28-23 PAYMENT: \$388.25 site plan rev. 3-2-23 REC'D REVISED SITE PLAN 3-15-23 Revised Site Plan approved- next step-construction plans & review 5-17-23 SC spoke w/Arch. M. SIEMIENIEC- Construction plans to be del today. 5-18-23 per M.Siemieniec. plan del delay 5-24-23 CONSTRUCTION PLANS REC'D 5-31-23 FEES PAID FOR REVIEW. \$10,266.55 **Fees include zoning permit application when ready</p>

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 5, Item 5.1

				6-23 & 28 th TRC REVIEW OF PLANS- NOTES ADDED- DEV. P/UP THEIR SET OF PLANS W/NOTES
YEAR 2022				
Application #	Name (surveyor &/OR owner)	Job Address	Type/# of lots	Status FEES PD
SITE 04-22 RICE ROAD TOWNHOMES ZONING PERMIT FOR SITE DEVELOPMENT ISSUED	JOURNEY CAPITAL, LLC ANDREW WALTZ 704- 453-2700	221 E RICE STREET	<u>TOWNHOMES</u>	12-28-22 issued zoning permit # ZN-22-81 4-18-23 Rec'd 1 new page to plans. 4-26-23 RF review, waiting on stormwater review, still need correct buildings sheet. 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 NEXT STEP: PRE-CONST. CONF. SET 05-24-23 @ 3:30 PM 5-19-23 PLANS P/UP 5-24-23 Pre-Construction meeting - **Construction authorized upon completion of fees and several other requirements 6-6-23 Const. Admin Fees Pd: \$1,180.50 6-30-23 UPDATED PLANS REVIEWED-APPROVED 7-6-23 REC'D MATERIALS LIST
SITE DEV 09-22 <u>IRISH CREEK PREL. PLAT LANDIS PORTION PHASE 2&4</u>	LENNAR CAROLINAS – LAND DESIGN ENGINEER	CANNON FARM RD	430 LOTS- MU-1 & SFR-2 CZ	9-6-22 REC'D PLAT W/\$3,000 9-13-22 REC'D MASTER PLAN PRELIMINARY PLAT W/\$5,140 AND \$4,580 TOTAL \$12,720 9-13-22 PLAT OVERVIEW W/PL BD. ✓ 12-6-22 ACTIVE FILE 3-7-23 NO ACTIVITY
SITE DEV 10-22 <u>OLD BEATTY FORD RD INDUSTRIAL SITE</u>	RBEADLE/JACKSON- SHAW- LIPE, MILLS, DEAL PROPERTIES	OLD BEATTY FORD RD INDUSTRIAL SITE	<u>ANNEX & ZMA LOTS:</u> MAP 140, PARCELS: 003,167, 138, 169 & 170 11-14-22- BD APPROVED ANNEXATION	9-13-22 REC'VD PAYMENT \$600 ZMA REQ. ANNEX W/ ZMA NOV.8 & 14 2022 MTGS 11-14-22 BD APPROVED ANNEX & IND ZONING 12-6-22 ACTIVE SITE- PLANS DEVELOPING 12-8-22 NCDOT TRAFFIC IMPACT STUDY CHECKLIST REC'D 12-20-22 2 CHECKS OF \$875 REC'D = \$1,750 FOR: 1) ZMA W/ANNEX APPL. (APPL. REC'D 12-15-22) 2) & ZTA (TEXT AMEND.) 1-3-2023 ACTIVE FILE

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 5, Item 5.1

			ZONING: IND 2-13-23 BD TO CONSIDER ANNEXATION WITH PUB. HEARING ON MARCH 20, 2023 -BD APPROVED	1-09-23 ANNEXATION REQ. TABLED UNTIL FEB 2-13-23 ZTA APPROVED ANNEX AND MAP AMEND SET FOR MARCH PUB HEARING. 3-1-23 SITE PLAN REV. W/ DEV & PUB. WORKS 3-20-23 Annex req. approved by Board with approval of ZMA district IND. 3-20-23 Pub. Hearing Annexation additional properties, req. IND zoning. BOARD APPROVED 3-20-23 BD approved annex- Indust. Zoning 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
2023	2023	2023	2023	2023
Application #	Name (surveyor & owner)	Job Address	Type/# of lots	Status FEES PD
SITE 01-23 BYRNE PROP KIMBALL RD	SHANNON SPARKS SURVEYOR BYRNE PROP. INC	KIMBALL ROAD MAP 123B 115	<u>TOWNHOMES</u> <u>9 PROPOSED</u>	2-2-23 SKETCH PLAT REVIEW & CONSULT 2-2-23 PD \$245 SKETCH PLAT REV. & CONSULT 4-13-23 PD \$1085 FOR SITE PLAN REVIEW 4-26-23 Plans Reviewed by RF- approved. TRC & PL BD. (JUNE 21,2023) 6-27-23 owner paid for all tap fees 6-29-23 rec'd updated plans
SITE 02-23 CONCRETE PLANT NEW OWNERSHIP/ NEW PLANS	William N. West Owner Crete Solutions FEES PD: 4-11-23: SITE PLN REV: \$432.83 PRKING/LDING: \$540 STRM DRNG: \$216 STRM WTR: \$5,000 TOTAL: \$6,188.83	220 OLD BEATTY FORD RD	<u>CONCRETE</u> <u>PLANT</u>	04-11-2023 PD \$6,188.83 NEW SITE PLANS, STORMWATER, CALCS. 4-26-23 RF review & staff rev. complete comments on plans 4-27-26 Owner/Dev. Bill West p/up set w/comments. 5-9-23 Rec'd partial set of plans- advised need complete sets. 5-10-23 rec'd 2 complete sets of plans w/revisions 5-17-23 R. Flowe to Developer West, plan set – scale is off. West will deliver a new complete plan set to NFocus Office this day. Flowe to review and sign zoning permit application if plans are approved.

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 5, Item 5.1

				5-17-23 Plans rec'd. R. Flowe approved plans for site construction. Zoning Permit #ZN-23-27 issued.
PLANS IN CONSTRUCTION/ REVIEW				
SITE DEV 04-22 RICE RD TOWNHOMES PERMIT ISSUED 12-28-22 FOR SITE DEV.	RICE RD TOWNHOMES ACTIVE FOR REVIEWS	RICE STREET	<u>TOWNHOMES</u>	REVIEW OF W/S, BLDG ELEVATION FEES PD: PREL PLAT \$450, SKETCH PLAN \$100, UNITS \$100 5-24-23 Pre-Const. mtg with Dev. 6-6-23 Const. Admin Fees Pd: \$1,180.50
SITE 02-23 CONCRETE PLANT- NEW OWNERSHIP/ NEW PLANS- ZONING PERMIT ISSUED 5-17-23	William N. West Owner Crete Solutions	220 OLD BEATTY FORD RD	<u>CONCRETE PLANT</u>	5-17-23 Plans rec'd. R. Flowe approved plans for construction. Zoning Permit #ZN-23-27 issued.

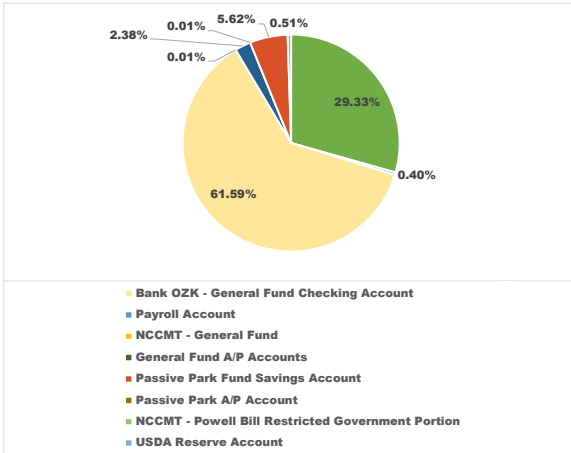
--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

Town of Landis
FY 23 Monthly Summary
June 2023

Operating Budget Revenues	Budgeted FY22-23	June	FY 22-23 YTD	%
Property Tax - Current (Monthly)	\$1,533,576.00	\$0.00	\$1,477,584.75	96%
Tax Collection - Prior Years (Monthly)	\$35,000.00	\$0.00	\$27,874.56	80%
Vehicle Interest	\$1,000.00	\$0.00	\$1,097.66	110%
Interest and Penalties	\$9,500.00	\$0.00	\$7,377.67	78%
Property Tax Auto - Current (Monthly)	\$213,049.00	\$0.00	\$126,537.82	59%
Vehicle Tag Fee	\$66,000.00	\$0.00	\$47,110.00	71%
Building Rental Fees	\$7,200.00	\$2,300.00	\$5,750.00	80%
Interest on Investments	\$25,300.00	\$0.00	\$52,661.43	208%
Police Fees	\$600.00	\$123.50	\$880.00	147%
First Responder	\$1,320.00	\$2,270.00	\$3,370.00	255%
Transfer from ARPA Fund	\$371,595.00	\$0.00	\$53,750.00	14%
Trans from Passive Park Fund	\$53,750.00	\$0.00	\$53,750.00	100%
Excise Tax on Piped Gas	\$10,000.00	\$0.00	\$4,197.18	42%
Franchise Tax on Electric PO	\$272,700.00	\$0.00	\$147,720.60	54%
Sales Tax on Telecommunications	\$10,000.00	\$0.00	\$4,307.76	43%
Sales Tax on Video Programming	\$9,060.00	\$0.00	\$5,291.49	58%
Local Government Sales and Use Tax	\$990,000.00	\$0.00	\$535,473.78	54%
Powell Bill Revenues	\$115,000.00	\$0.00	\$117,205.94	102%
ABC Board Revenue	\$11,000.00	\$0.00	\$11,869.15	108%
Court Cost Revenue	\$400.00	\$0.00	\$162.32	41%
Planning/Zoning Fees	\$20,000.00	\$11,316.55	\$72,779.49	364%
Garbage Collection Fees	\$300,000.00	\$26,020.00	\$283,869.06	95%
Resource Officer Reimburse	\$125,000.00	\$0.00	\$147,154.86	118%
EMS Utility Reimbursement	\$7,200.00	\$600.00	\$7,175.00	100%
ABC Profits	\$12,500.00	\$0.00	\$0.00	0%
Solid Waste Disposal Tax	\$1,800.00	\$0.00	\$1,353.90	75%
Police Grant	\$25,000.00	\$0.00	\$20,427.41	82%
Fire Grant	\$5,000.00	\$0.00	\$5,000.00	100%
East Landis - Property Tax	\$24,000.00	\$0.00	\$22,653.62	94%
East Landis - Tax Prior Years	\$300.00	\$0.00	\$0.00	0%
East Landis Penalties and Interest	\$800.00	\$0.00	\$1,575.29	197%
East Landis - Motor Vehicles	\$3,500.00	\$0.00	\$2,716.89	78%
Sales Tax Refund	\$1,000.00	\$0.00	\$0.00	0%
Sale of Fixed & Surplus Assets	\$51,500.00	\$0.00	\$105,025.00	204%
Fund Balance Appropriated- unassigned	\$443,646.86	\$0.00	\$0.00	0%
Water Service	\$1,050,000.00	\$90,891.97	\$996,095.71	95%
Interest on Investments - Water Service	\$1,400.00	\$0.00	\$30,405.50	2172%
Misc Income (Retained Earnings Appropriated)	\$51,000.00	\$0.00	\$50,900.00	100%
Water Tap Fees	\$100,000.00	\$10,000.00	\$57,550.00	58%
Gain/Loss on Processing - Water	\$501.00	\$0.00	\$257.68	51%
Storm Water Fees	\$115,000.00	\$9,675.00	\$106,070.00	92%
Interest on Investments - Storm Water	\$316.00	\$0.00	\$1,129.14	357%
Gain/Loss on Processing - Storm Water	\$0.00	\$0.00	\$13.24	--
Construction Services	\$4,000.00	\$0.00	\$0.00	0%
Electricity Fees	\$5,800,000.00	\$373,342.27	\$5,267,836.22	91%
Penalties - Electric	\$70,000.00	\$5,592.28	\$67,129.87	96%
Reconnect Fees	\$60,000.00	\$7,050.00	\$65,175.00	109%
Meter Tampering Fees	\$0.00	\$300.00	\$1,200.00	--
Pole Attachments	\$7,000.00	\$0.00	\$9,460.48	135%
Recovery of Bad Debts	\$0.00	\$307.85	\$388.66	--
Interest on Investments - Electric	\$2,500.00	\$0.00	\$31,475.78	1259%
Miscellaneous Income	\$3,000.00	\$0.00	\$1,663.01	55%
Payment Return Fees	\$1,500.00	\$240.00	\$2,460.00	164%
Debt Set-Off	\$11,000.00	\$0.00	\$1,884.87	17%
Sales Tax Refund	\$50,000.00	\$0.00	\$0.00	0%
Sewer Service Fees	\$975,000.00	\$85,437.08	\$917,755.52	94%
Tap Fees - Sewer	\$70,000.00	-\$2,500.00	-\$2,500.00	-4%
Parks and Rec Revenue	\$107,150.00	\$57,662.66	\$391,665.50	366%
Administrative Service Charges	\$637,900.00	\$0.00	\$283,991.82	45%
Total Revenues	\$13,874,563.86	\$680,629.16	\$11,635,710.63	84%



Bank Balances		
Bank OZK - General Fund Checking Account	\$2,054,066.05	23.19%
Payroll Account	\$7,727.76	0.09%
NCCMT - General Fund	\$5,971,411.41	67.41%
General Fund A/P Accounts	\$1,000.00	0.01%
Passive Park Fund Savings Account	\$228,038.06	2.38%
Passive Park A/P Account	\$1,000.00	0.01%
NCCMT - Powell Bill Restricted Government Portion	\$545,965.52	5.62%
USDA Reserve Account	\$49,030.23	0.51%
TOTAL	\$8,858,239.03	100%



Operating Budget Expenditures	Budgeted FY22-23	June	FY 22-23 YTD	%
Administration	\$1,165,940.00	\$125,856.47	\$948,859.43	81%
Police Department	\$1,221,269.00	\$145,758.14	\$934,947.45	77%
Fire Department	\$1,051,465.00	\$61,208.45	\$888,931.20	85%
Streets Department	\$1,196,455.00	\$45,818.65	\$811,862.70	68%
Sanitation Department	\$215,471.00	\$18,041.29	\$196,682.93	91%
Parks and Recreation	\$570,575.00	\$32,082.99	\$447,647.16	78%
Electric Department	\$6,030,146.86	\$149,356.07	\$5,029,470.78	83%
Water Department	\$809,861.00	\$5,983.83	\$567,608.73	70%
Sewer Department	\$1,139,040.00	\$85,392.90	\$992,241.65	87%
Storm Water Department	\$115,316.00	\$8,467.96	\$83,305.20	72%
Debt Service - Municipal Loan/Copiers	\$60,025.00	\$1,596.57	\$59,288.73	99%
Debt Service - USDA Bonds/Sewer Equip / Srf 1	\$299,000.00	\$10,634.65	\$69,243.80	23%
Total Expenditures	\$13,874,563.86	\$677,966.75	\$11,030,089.76	79%

Capital Improvement Plan Budgets	Budgeted	June	FY 22-23 YTD	%
Year-To-Date Capital Expenditures	\$0.00	\$0.00	\$0.00	100%
Total Expenditures	\$0.00	\$0.00	\$0.00	100%

American Rescue Plan Fund 221	Budgeted	June	FY 22-23 YTD	%
Year-To-Date American Rescue Plan	\$945,145.00	\$0.00	\$396,050.00	42%
Total Revenues	\$945,145.00	\$0.00	\$396,050.00	42%
Remaining Balance			\$549,095.00	

Strategic Plan - Centralina COG	Budgeted	June	FY 22-23 YTD	%
Strategic Plan - Centralina COG	\$20,000.00	\$0.00	\$20,000.00	100%
Leaf Truck	\$225,000.00	\$0.00	\$0.00	0%
Transfer for Passive Park Buyout	\$53,750.00	\$0.00	\$53,750.00	100%
Town Hall Generator	\$97,300.00	\$0.00	\$0.00	0%
Total Expenditures	\$396,050.00	\$0.00	\$73,750.00	19%

Passive Park Fund	Budgeted	June	FY 22-23 YTD	%
Year-To-Date Passive Park Fund	\$286,742.03	\$204.27	\$57,742.16	20%
Total Revenues	\$286,742.03	\$204.27	\$57,742.16	20%
Remaining Balance			\$228,999.87	

Passive Park Buyout / Trans to Gen Fund	Budgeted	June	FY 22-23 YTD	%
Passive Park Buyout / Trans to Gen Fund	\$53,750.00	\$0.00	\$53,750.00	100%
Facility Improvements	\$2,950.00	\$2,950.00	\$2,950.00	100%
Professional Fees	\$1,042.16	\$16,235.00	\$17,397.64	100%
Total Expenditures	\$57,742.16	\$0.00	\$74,097.64	100%



Town Manager Report

Month of July 2023

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

1. Jeneen McMillan has been named as Finance Officer effective July 12, 2023.
2. We have hired a Class B Lineman who will begin work on July 17, 2023.
3. NCDOT will be paying for the utilities to be moved at W Rice Street and Cannon Farm Road, to make room for the new roundabout.
4. The Generator construction will begin the week of July 10th, 2023.
5. Food Truck Thursday has been going great thus far. We are moving this event to Wednesdays and Thursdays to bring more business to our Downtown District.
6. The Landis Pool has been extremely busy on the weekends, especially Sundays.
7. We have been interviewing for a Fire Chief who will serve as the ADA Coordinator as well. This interview process has been going well, and we look forward to getting a Chief installed soon.
8. The Cruise-In will be on Friday, July 7, 2023, from 5 pm – 9 pm, featuring the Nostalgia Band, and several food vendors.

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

Thank you,

Michael D. Ambrose

2023 JULY

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

NOTE

2023 AUGUST

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Summer Time Social Stride 9-10AM Farmers Market 4-7PM National Night Out 6-9PM	2 Senior Luncheon at Trinity Lutheran Church 12 Noon	3 Summer Time Social Stride 9-10AM	4 Classic Car Cruise-In 5-9PM Down Town Landis	5 Fresh Air & Fitness 9AM at Lake Corriher Park
6	7	8 Summer Time Social Stride 9-10AM Farmers Market 4-7PM	9	10 Summer Time Social Stride 9-10AM Board of Aldermen Work Session Meeting: 5:30PM	11	12 Fresh Air & Fitness 9AM at Lake Corriher Park
13	14 Board of Aldermen Regular Scheduled Meeting: 6:00PM	15 Summer Time Social Stride 9-10AM Farmers Market 4-7PM Planning Board Meeting: 6:00PM	16	17 Summer Time Social Stride 9-10AM	18	19 Fresh Air & Fitness 9AM at Lake Corriher Park
20	21	22 Summer Time Social Stride 9-10AM Farmers Market 4-7PM	23	24 Summer Time Social Stride 9-10AM	25	26 Fresh Air & Fitness 9AM at Lake Corriher Park
27	28	29 Summer Time Social Stride 9-10AM Farmers Market 4-7PM	30	31 Summer Time Social Stride 9-10AM		

NOTE
