



## BOARD OF ALDERMAN

Monday, January 13, 2025 at 6:00 PM

Landis Board Room

### AGENDA

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**PLEASE SILENCE ALL CELL PHONES**

#### 1. INTRODUCTION:

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

#### 2. PRESENTATIONS:

- [2.1](#) Martin Luther King, Jr. Day Proclamation

#### 3. CONSENT AGENDA:

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

***REQUESTED ACTION: Motion to Approve Consent Agenda as presented***

- [3.1](#) Consider Approval of Minutes from December 9, 2024, Board of Alderman Meeting
- [3.2](#) Consider Approval of Southeastern Consulting Engineers, Inc. as the Electrical Engineering Consultants for the New 33MW Electric Substation (Project 25-62)
- [3.3](#) Consider Approval of the Engineering Bid for the South Upright Pump Station Upgrade (Project 25-34)

- [3.4](#) Consider Approval of Budget Amendment #16 to allocate costs for the South Upright Sewer Rehabilitation Project Previously Approved (Project 25-02)
- [3.5](#) Consider Approval of Budget Amendment #15 to Allocate Costs for the Sewer AIA Grant Previously Approved (Project 25-03)
- [3.6](#) Consider Approval of Budget Amendment #3b to Reverse Budget Amendment #3 Which is No Longer Needed for the 100,000-Gallon Elevated Water Storage Tank (Project 25-05)

**4. PUBLIC HEARINGS:**

- [4.1](#) Consider Approval to Close E. Mills St. at E. Ryder Ave
- [4.2](#) Consider Approval of Zoning Map Amendment ZMA-2025-01-13 Town-Owned Parcels on W. Taylor Street from CIV to SFR-1

**5. CITIZEN COMMENTS:**

*All citizen comments are limited to 3 minutes.*

- 5.1 Citizens' Comments

**6. ORDINANCES/RESOLUTIONS:**

- [6.1](#) Consider Approval of the Amendment to Capital Project Ordinance #CPO-2024-12-09 for the Mount Moriah Waterline Project (Project 25-04) and Corresponding Budget Amendment #17

**7. CONSIDERATIONS:**

- [7.1](#) Consider Discussion of Interim Finance Director Position
- [7.2](#) Consider Approval of Two Public Works Vehicles to be purchased from the State Contract Pricing
- [7.3](#) Consider Approval to Award the Landis Ridge Electric Material Bid (Project 25-71)
- [7.4](#) Consider Approval of DC & Frances Linn Park Groundbreaking on May 2, 2025
- [7.5](#) Consider Approval of 2025 Budget Retreat Dates of March 19th, 2025, and April 16th, 2025
- [7.6](#) Consider Approval of Adding a Water/Sewer Resources Technician Position, Meter Technician Position, and Part-Time Planning, Zoning, Subdivision Administrator Position along with Corresponding Budget Amendment #18

[7.7](#) Consider Approval to Award the Lake Landis Streambank Stabilization Bid to Alliance Integrated Solutions Inc. in the amount of \$300,000 (Project 25-14)

**8. OLD BUSINESS:**

[8.1](#) Consider Approval of the Painting of Town Hall Roof (Project 25-58)

[8.2](#) Consider Approval of the Routes for the Town of Landis Walking Map (Project 25-63)

**9. REPORTS:**

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

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

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

**10. UPCOMING EVENTS:**

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

**11. CLOSING:**

11.1 Board Comments

11.2 Motion to Adjourn



# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Madison Stegall, Town Clerk  
**ITEM TYPE:** Proclamation  
**AGENDA SECTION:** Presentations  
**SUBJECT:** **2025 - Martin Luther King, Jr. Day Proclamation**

**DETAILS:**



# Proclamation

## Honoring Dr. Martin Luther King, Jr.

**WHEREAS,** Dr. Martin Luther King, Jr. inspired millions of Americans to participate in non-violent protests to support the ideals of equality for all and was a motivating force behind a civil rights movement that had as its goal a creation of a society tolerant of all races, cultures, and nationalities; *and*

**WHEREAS,** the ideals of Dr. King and of the Town of Landis's commitment to human rights are worthy of reflection and serve as a reminder that improving the quality of life for all members of our community is the responsibility of every citizen; *and*

**WHEREAS,** the celebration of Dr. King's birthday is intended as a time for all Americans to reaffirm their commitment to the basic principles that underlie our Constitution – equality and justice for all.

**NOW, THEREFORE, BE IT RESOLVED,** I, Meredith Bare Smith, Mayor of the Town of Landis, North Carolina, do hereby proclaim, January 20, 2025, as “Dr. Martin Luther King, Jr. Day” in the Town of Landis, and urge all citizens to rededicate themselves to the principles of respect for human rights and freedom, of belief in nonviolence, and of commitment to improving our community through community service and volunteerism.

I hereby set my hand and have caused the Seal of the Town of Landis, North Carolina, to be affixed this the 13<sup>th</sup> day of January 2025.

\_\_\_\_\_  
Meredith Bare Smith, Mayor

Attest:

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



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Minutes

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Meeting Minutes from December 9, 2024,  
Board of Alderman Meeting**

**DETAILS:**



# BOARD OF ALDERMAN

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

## MINUTES

**PLEASE SILENCE ALL CELL PHONES**

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

**Staff Present:** Town Manager Michael Ambrose, Finance Director Jeneen McMillen, HR Director/Town Clerk Madison Stegall, Deputy Town Clerk Maddalyn Shuffler, Police Chief Matthew Geelen, Fire Chief Jason Smith, Public Works Director Blake Abernathy, Parks and Rec Director Jessica St. Martin, Town Attorney Rick Locklear

### 1. INTRODUCTION:+

#### 1.1 Call Meeting to Order

Mayor Meredith Smith Called the meeting to order at 6:00PM.

#### 1.2 Welcome

Mayor Smith welcomed those in attendance.

#### 1.3 Moment of Silence and Pledge of Allegiance

Mayor Smith led those in attendance in a moment of silence and the Pledge of Allegiance

#### 1.4 Adoption of Agenda

**ACTION: A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED WITH THE ADDITION OF ITEM 6.5 CONSIDER APPROVAL OF THE FINAL CHANGE IN THE ARPA GRANT PROJECT ORDINANCE.**

Moved by: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

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

## 2. CONSENT AGENDA:

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

- 2.1 **Consider Approval of Meeting Minutes from November 12, 2024, Board of Alderman Special Called Meeting**
- 2.2 **Consider Approval of Text Amendment to Article 23 of the Landis Land Development Ordinance**
- 2.3 **Consider Approval of Adopting a Policy Prohibiting Pornography on Town Networks and Devices and Consider Approval of Corresponding Resolution 2024-12-9-2**
- 2.4 **Consider Approval of Budget Amendment #11 to Increase Fund Balance for the Portion Landis Will Need to Pay for the Kannapolis Wastewater Feasibility Study**
- 2.5 **Consider Approval of Budget Amendment #14 to Reallocate Funds to Cover Expenses Created by Hurricane Helene**

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

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

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

## 3. PUBLIC HEARINGS:

### 3.1 **Consider Zoning Map Amendment ZMA-2024-12-09 Town-Owned Parcels on Coldwater Street from CIV to SFR-2**

Town Manager Michael Ambrose gave a brief overview of the Zoning Map Amendment on Coldwater Street. The parcel is currently zoned civic and is a Town owned property; the property is being sold to Mr. Jerry Long. The Planning Board brings a unanimous recommendation for this Zoning Map Amendment.

**ACTION:** A MOTION WAS MADE TO OPEN THE PUBLIC HEARING FOR TOWN OWNED PARCELS ON COLDWATER STREET FROM CIV TO SFR-2.

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

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

No comments were made.

**ACTION:** A MOTION WAS MADE TO CLOSE THE PUBLIC HEARING FOR TOWN OWNED PARCELS ON COLDWATER STREET FROM CIV TO SFR-2.

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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



**ACTION: A MOTION WAS MADE TO APPROVE ZONING MAP AMENDMENT ZMA-2024-12-09 TOWN-OWNED PARCELS ON COLDWATER STREET FROM CIV TO SFR-2.**

Moved By: Ashley Stewart, seconded by Ryan Nelms

Motion Passed: (4-0)

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

**3.2 Consider Approval of Master Sign Plan for First Reformed Church of Landis**

Town Manager Michael Ambrose gave a brief overview of the Master Sign Plan for First Reformed Church of Landis. There was a variance on this property due to the sight triangle on some of their signs, however, there is very minimal impact. This sign plan is unanimously passed by the Planning Board as there is very minimal impact from these signs to sight distance.

**ACTION: A MOTION WAS MADE TO OPEN THE PUBLIC HEARING FOR MASTER SIGN PLAN FOR FIRST REFORMED CHURCH OF LANDIS.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

**Public Hearing Comments:**

Doug Pierce with Innovative Signs and Graphics for First Reformed Church – “I’m with Innovative Signs and Graphics in Burlington North Carolina. We did all the planning for these signs and attended the Planning Meeting. No comments other than we are available to answer any comments that anyone may have”

No further comments were made.

**ACTION: A MOTION WAS MADE TO CLOSE THE PUBLIC HEARING FOR MASTER SIGN PLAN FOR FIRST REFORMED CHURCH OF LANDIS.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

**ACTION: A MOTION WAS MADE TO APPROVE THE MASTER SIGN PLAN FOR FIRST REFORMED CHURCH OF LANDIS.**

Moved By: Tony Corriher, seconded by Ashley Stewart

Motion Passed: (4-0)

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

**4. CITIZEN COMMENTS:**

*All citizen comments are limited to 3 minutes.*

**4.1 Citizens’ Comments**

- Nadine Cherry – 410 W. Garden Street – “I would like to know why nothing has been put out about the employee that was injured on North Beaver Street a few months ago. To me, this was a workplace accident and should have been reported to OSHA. The Fire that happened at the apartments being built on Mt. Moriah Church Road a few weeks ago, in my searching for information about it, I found where someone called it in about 4:57 AM. I can only imagine

who would have been out at that time in the morning and seen the fire. Here’s wishing all Board members a Merry Christmas and a Happy New Year.”

- Jerry Long – 1135 Coldwater Street – Mr. Long talked about the East Landis water system. He discussed his discrepancies about the Town owning the East Landis water system and requested information on when the purchase of the water system happened, who the authorizer of the purchase was, and if proper protocols were followed during the purchase. Mr. Long also had questions about an easement that is located off Dial Street.

Mayor Smith explained that board members do not respond to citizens' comments, however, Town Manager Michael Ambrose and Town Attorney Richard Locklear may respond if they wish.

Mayor Pro-Tem Ashley Stewart asked for clarification from Mr. Long about what role he holds in regard to the East Landis water system. Mr. Long explained that he is a customer and the Vice President of the water system.

A discussion was had between Mr. Long, Town Manager Michael Ambrose, Town Attorney Richard Locklear, and Mayor Meredith Smith. The conclusion was made that the questions asked by Mr. Long would be able to be answered during a sit-down meeting between all parties involved at a later date.

**5. ORDINANCES/RESOLUTIONS:**

**5.1 Consider Approval of the Resolution And Subsequent Capital Project Ordinance of Tentative Award for Construction of the Mount Moriah Church Road - North Main Street Waterline Replacements to B.R.S., Inc. (Project 25-04)**

Town Manager Michael Ambrose gave a brief overview of the Resolution and Capital Project Ordinance. He explained this is with state ARPA dollars and there is no money coming from Town taxes for this project. Finance Director Jeneen McMillen expressed that along with tentatively awarding the North Main Street Waterline Replacements to B.R.S. Inc., there is also a Resolution that must be approved and a subsequent Capital Project Ordinance as well. She also explained that the Town Clerks office only received one bid at the first bid opening. The single bid that was received was then returned to the bidder and another advertisement was ran for a second bid. At the second bid opening for this project there were two sealed bids received by the Town Clerks office and are as follows, B.R.S., Inc. in the amount of \$2,931,777.30 and State Utility Contractors, Inc. in the amount of \$4,225,023.00. Town staff made the recommendation to award the contract to B.R.S. Inc. due to cost effectiveness.

Town Manager Michael Ambrose elaborated on the funding for this project by explaining that the sewer project on South Main Street (Project 25-02), has come in way less than the original allocated ARPA funds, and the DEQ has awarded us the remainder of the funds from the South Main Street Rehab to cover the extra costs from this bid. There will be no local taxpayer dollars going to fund this project.

**ACTION: A MOTION WAS MADE TO APPROVE AWARDING THE BID FOR NORTH MAIN STREET WATERLINE REPLACEMENTS TO B.R.S INC. PROJECT 25-04 IN THE AMOUNT OF \$2,931,777.30.**

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

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

**ACTION: A MOTION WAS MADE TO APPROVE RESOLUTION #2024-12-09 FOR PROJECT 25-04 - NORTH MAIN STREET WATERLINE REPLACEMENTS.**

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

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

**ACTION: A MOTION WAS MADE TO APPROVE CAPITAL PROJECT ORDINANCE #2024-12-09 FOR PROJECT 25-04 - NORTH MAIN STREET WATERLINE REPLACEMENTS.**

Moved By: Ashley Stewart, seconded by Darrell Overcash

Motion Passed: (4-0)

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

**5.2 Consider Approval of the Amendment to Capital Project Ordinance #GP-2024-08-12-3 for the 100,000 Gallon Water Tank (Project 25-05), And Budget Amendment #13 To Receive The State Grant Funds**

Town Manager Michael Ambrose gave an overview of the Amendment to Capital Project Ordinance #GP-2024-08-12-3 and Budget Amendment #13 for the 100,000 Gallon Water Tank Project. Manager Ambrose explained that these amendments come from the engineering costs that go along with building the 100,000 gallon water tank. He also expressed that the DEQ has allotted the town with additional funds for this project, therefore no local funds will be needed.

**ACTION: A MOTION WAS MADE TO APPROVE THE AMMENDMENT TO CAPITAL PROJECT #GP-2024-08-12-3 FOR THE 100,000 GALLON WATER TANK (PROJECT 25-05).**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

**ACTION: A MOTION WAS MADE TO APPROVE BUDGET AMENDMENT #13 TO RECEIVE THE STATE GRANT FUNDS FOR PROJECT 25-05.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

**5.3 Consider Approval of the Resolution And Subsequent Capital Project Ordinance Accepting Funding for the Patterson Road / Flat Rock Road Waterline (Project 25-07), And Budget Amendment #12 To Receive The State Grant Funds**

Town Manager Michael Ambrose explained Resolution #2024-12-09-1 and subsequent Capital Project Ordinance #CPO 2024-12-09-1 along with budget amendment #12 to receive the state grant dollars for this project. Manager Ambrose stated this is state appropriation funds and there are no town funds needed to match the state grant funds.

**ACTION: A MOTION WAS MADE TO APPROVE RESOLUTION #2024-12-09-1 TO ACCEPT STATE FUNDING FOR THE PATTERSON ROAD/FLAT ROCK ROAD WATERLINE (PROJECT 25-07).**

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

**ACTION: A MOTION WAS MADE TO APPROVE CAPITAL PROJECT ORDINANCE #CPO-2024-12-09-1 TO ACCEPT STATE FUNDING FOR THE PATTERSON ROAD/FLAT ROCK ROAD WATERLINE (PROJECT 25-07).**

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

**ACTION: A MOTION WAS MADE TO APPROVE BUDGET AMENDMENT #12 TO RECEIVE A DIRECTED PROJECTS GRANT FROM THE 2023 APPROPRIATIONS ACT, SESSION LAW 2023-134, THROUGH THE NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR THE PATTERSON ROAD/FLAT ROCK ROAD WATERLINE (PROJECT #25-07).**

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

**6. CONSIDERATIONS:**

**6.1 Consider Approval of a Digital Filing System for all Town Records**

Town Manager Michael Ambrose gave a brief explanation of the Laserfiche Digital Filing System. Manager Ambrose explained that in December of 2023 the Board had met to discuss a different filing system that came with additional costs, and since, staff have worked with this vendor, and they are unable to deliver the services we need in the product. The Laserfiche Digital filing system is an all in one system that will allow for the Town to have all of our files digitally.

**ACTION: A MOTION WAS MADE TO APPROVE THE LASERFICHE DIGITAL FILING SYSTEM FOR ALL TOWN RECORDS IN THE AMOUNT OF \$25,075 ALONG WITH THE \$9,030 ANNUAL EXPENSE.**

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

**6.2 Consider Approval of 2025 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)**

Town Manager Michael Ambrose explained that each year the North Carolina Department of Transportation (NCDOT) requires the CRMPO to supply a list of current TAC and TCC representatives along with their alternates. Manager Ambrose recommended reappointing himself as representative and appointing Chief of Police Matthew Geelen as alternate representative to the TCC. The Board agreed with Manager Ambrose’s recommendation for the TCC and recommended Mayor Meredith Smith as representative and Alderman Ryan Nelms as alternate for the TAC.

**ACTION: A MOTION WAS MADE FOR TOWN MANAGER MICHAEL AMBROSE TO BE THE REPRESENTATIVE AND POLICE CHIEF MATTHEW GEELLEN AS ALTERNATE FOR THE TCC FOR 2025 AND MAYOR MEREDITH SMITH TO BE THE REPRESENTATIVE AND ALDERMAN RYAN NELMS TO BE THE ALTERNATE FOR THE TAC FOR 2025.**

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

**6.3 Consider Approval of 2025 Appointments to the Centralina Regional Council Board of Delegates**

Town Manager Michael Ambrose stated that currently Alderman Ryan Nelms serves as the primary Centralina Board of Delegates member and Mayor Meredith Smith serves as the alternate member. The Board agreed that Mayor Pro-Tem Ashley Stewart would step in as the primary delegate and Mayor Smith would remain the alternate.

**ACTION: A MOTION WAS MADE FOR MAYOR PRO-TEM ASHLEY STEWART TO BE THE PRIMARY DELEGATE AND MAYOR SMITH TO BE THE ALTERNATE FOR THE CENTRALINA REGIONAL COUNCIL BOARD OF DELEGATES FOR 2025.**

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

**6.4 Consider Approval of The Landis Pool Deck Repair (Project 25-74)**

Parks and Recreation Director Jessica St. Martin gave a brief explanation of the condition of the Landis Pool Deck. Director St. Martin explained that the metal expansion joints that were put down when the concrete was originally poured at the pool deck have rusted and began to rise above the concrete surface. She explained that this is a safety concern and in order to remedy this hazard a contractor will have to cut 500 linear feet of concrete and remove the concrete in 2-foot sections along the joints. New concrete will be poured with rebar dowels and finished to match the existing concrete. The Town received two quotes, one from Yates and Funderburk for \$26,625.00 and one from Lafave’s Construction for \$26,600.00. Both quotes included the removal of all of the construction debris offsite but do not include the repainting of the lines which will be done at a later date. Town staff makes the recommendation to award the bid to Yates & Funderburk due to their current work schedule, as they can begin the work within the week of approval.

**ACTION: A MOTION WAS MADE TO AWARD THE LANDIS POOL DECK REPAIR BID TO YATES & FUNDERBURK FOR \$26,625.00.**

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

**6.5 Consider Approval of the Final Change in the ARPA Grant Project Ordinance**

Town Manager Michael Ambrose gave a brief explanation of the ARPA Grand Project Ordinance. He stated that this ordinance shows that all funds have been allocated and where they are allocated to. Finance Director Jeneen McMillen explained that all funds must be allocated by December 31, 2024. Mayor Smith asked to clarify that since all funds have been allocated there are no funds left and Director McMillen agreed.

**ACTION: A MOTION WAS MADE TO APPROVE THE FINAL CHANGE IN THE ARPA GRAND PROJECT ORDINANCE.**

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

**7. OLD BUSINESS:**

**7.1 Consider Approval of the Calendar Year 2025 Board Meeting Schedule**

Mayor Smith explained that there are several Board Meeting dates that would need to be adjusted per the Board. The March 10, 2025 Board of Alderman Meeting will be moved to March 17, 2025, the August 7, 2025 Board of Alderman Work Session will be cancelled, and the October 13, 2025 Board of Alderman Meeting will be moved to October 20, 2025. The Board also made the recommendation to move all Planning Board Meetings to the third Tuesday of each month.

**ACTION: A MOTION WAS MADE TO APPROVE THE CALENDAR YEAR 2025 BOARD MEETING SCHEDULE ALONG WITH MOVING THE PLANNING BOARD MEETING TO THE THIRD TUESDAY OF EACH MONTH.**

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

**7.2 Consider Approval of the Routes for the Town of Landis Walking Map (Project 25-63)**

Parks and Recreation Director Jessica St. Martin gave a brief overview of the Town of Landis Walking Map. After receiving feedback from the initial plans, Rowan County came back and has another route for the Board to consider. Director St. Martin did walk these routes with the Rowan County Health Departments representative and was able to confirm they are all on sidewalks. Both routes start at the Landis Pool and will navigate citizens to Main Street along Central Avenue, one route goes along the North side of Central Avenue while the other goes along the South side of Central Avenue. Both of these routes highlight historic and community landmarks along the way. Each loop is 1.5 miles in distance. One loop is being referred to the “red loop” and one is being referred to as the “gold loop”. Some municipalities have given them route-specific names, if the Town would like to consider renaming them then we are asked to submit the names along with the approved map. Director St. Martin also submitted a list of several highlighted landmarks that can be reviewed to be included on the routes. Once all map approvals are final, the project will take 4-8 weeks to complete. Mayor Smith suggested tabling the renaming of the routes until the Board and Staff are able to work on new slogans that would fit each suggested route. Several Board members discussed other possible landmarks to be included in the routes.

**ACTION: A MOTION WAS MADE TO APPROVE THE ROUTES FOR THE TOWN OF LANDIS WALKING MAP AS PRESENTED AND TO TABLE THE RENAMING OF THE ROUTES.**

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

**7.3 Consider Approval of the Painting of Town Hall Roof TABLED**

Town Manager Michael Ambrose explained that at this time there is not much information to add to the painting of the roof, however, Mcelroy Metal and LaFave’s Construction have verbally both told staff that this would be covered under warranty.

**ACTION: A MOTION WAS MADE TO TABLE THE PAINTING OF TOWN HALL ROOF TO THE JANUARY MEETING.**

Made by: Ryan Nelms, seconded by Darrell Overcash  
Motion Passed: (4-0)  
Voting for: Ashley Stewart, Darrell Overcash, Ryan Nelms, Tony Corriher

**8. REPORTS:**

- 8.1 Departmental Reports (Included in the Board packet)**
- 8.2 Financial Report (Included in the Board packet)**
- 8.3 Town Manager Report (Included in the Board packet)**

**9. UPCOMING EVENTS:**

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

- December 10<sup>th</sup> – Planning Board Meeting at 6:00 PM
- December 14<sup>th</sup> – Campfire Christmas at Lake Corriher Wilderness Park from 4:00-7:00 PM
- December 20<sup>th</sup> – Towan Hall Closed for Employee Lunch from 11:00 AM-1:00 PM
- December 24<sup>th</sup>-26<sup>th</sup> – Town Hall Closed in Observance of the Christmas Holiday
- January 1<sup>st</sup> – Town Hall Closed in Observance of New Years Holiday
- January 9<sup>th</sup> – Board of Alderman Work Session Meeting at 5:30 PM
- January 13<sup>th</sup> – Board of Alderman Meeting at 6:00 PM
- January 20<sup>th</sup> – Town Hall Closed for Martin Luther King Jr Holiday
- January 21<sup>st</sup> – Planning Board Meeting at 6:00 PM

**10. CLOSING:**

**10.1 Board Comments**

No Comments

**10.2 Motion to Adjourn**

**ACTION: A MOTION WAS MADE TO AJORN AT 6:43 PM.**

Moved By: Ashley Stewart, seconded by Tony Corriher

Motion Passed: (4-0)

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

Respectfully Submitted,

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Madison T. Stegall, Town Clerk





# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Southeastern Consulting Engineers, Inc. as the Electrical Engineering Consultants for the New 33MW Electric Substation**

**DETAILS:**

The Town of Landis released a Request For Qualifications (RFQ) in need of an engineering firm to provide engineering and design services for the design, procurement, and construction of a proposed 33 MVA Electrical Substation. The Engineering Services should include, but not be limited to, Engineering, Surveying, and Design of the substation, obtaining necessary permits and approvals, bidding, construction administration and observation services. After placing the RFQ through the newspaper, and online, Town Staff only received one RFQ response from Southeastern Consulting Engineers, Inc. Southeastern Consulting Engineering currently is the Town's Electrical Engineer for all electrical engineering, or design services under \$250,000, therefore I make the recommendation to award Southeastern the contract based on their extensive knowledge of the Landis Power Grid.

# SUBSTATION ENGINEERING SERVICES TOWN OF LANDIS NORTH CAROLINA

November 21, 2024



ELECTRICAL TRANSMISSION, DISTRIBUTION, & SUBSTATIONS  
SCADA SYSTEMS; LOAD MANAGEMENT; UTILITY RATES PEAK  
GENERATION; SYSTEM PROTECTION  
STUDIES; ARC FLASH ANALYSIS

600 Minuet Lane, Charlotte, NC 28217 • Phone: 704.523.6045 • Fax: 704.523.8317  
[www.scepower.com](http://www.scepower.com)

## EXECUTIVE SUMMARY

We are pleased to respond to the Town’s RFQ for providing substation engineering services to assist the Town of Landis with the Construction of their New Delivery. Southeastern Consulting Engineers, Inc. is a firm whose combination of experience and personnel will provide timely, cost-effective and quality professional services to support the Town. Our chief business and specialty are services for municipal electric systems and we uniquely understand most facets of the challenges these clients face.

Southeastern Consulting Engineers, Inc. (North Carolina License F-0181) was founded in 1961 and has been serving the electrical engineering needs of the Town of Landis, for almost 58 years. All of our operations are carried out from one centrally located office in Charlotte, North Carolina.

Southeastern is a private practice organization, established solely for the performance of electrical engineering services. The firm presently consists of thirteen employees, including seven Professional Engineers registered to perform electrical engineering in North Carolina; two associate engineers; one CAD technician; one bookkeeper; and an office manager.

Southeastern’s core engineering expertise includes the design of substations, peak/standby generation, distribution and transmission lines, as well as performing numerous arc flash, planning, and coordination studies for municipal electric, water, and wastewater utilities.

Southeastern is uniquely qualified to assist the Town with construction of a new Electric Delivery because of our project team’s extensive experience and technical expertise in performing this type of work and our knowledge of the Town of Landis’s Electric System.



## DESCRIPTION OF FIRM

Southeastern Consulting Engineers, Inc. (Southeastern) was founded in January 1961, and has specialized primarily in serving the needs of municipal electric systems for over 60 years.

We are a progressive, client-oriented engineering consulting firm. Our goal is to provide the knowledge, skills, experience, and facilities required to meet our client's needs in defining and fulfilling their objectives. Our standards of conduct are integrity, professional competence, and economy in engineering services.

Southeastern presently serves clients in the Southeast, located in North Carolina, South Carolina, and Virginia. All operations are carried out from one centrally located office in Charlotte, North Carolina.

Southeastern is an employee-owned organization, established solely for the performance of engineering services, and does not have proprietary interest in construction or sales. The firm presently consists of 13 employees, including seven Professional Engineers, two Associate Engineers, an AMI Specialist, an AutoCAD technician, Office Manager, and a Bookkeeper. FID Number 56-0726859

The seven professional engineers on our staff hold registration in North Carolina, South Carolina, and Virginia with various individuals each holding from one to three state registrations. All professional personnel are electrical by specialty. Southeastern currently provides services to nineteen North Carolina municipalities and holds all licenses and certificates to provide engineering services and conduct business in North Carolina.

Southeastern offers a complete range of engineering services for electric supply, transmission, and distribution systems, and electrical engineering services to water, and waste collection systems.

List of Services:

### **System Study & Planning**

- Ten Year Capital Improvement Plans
- Power Supply and Load Forecasting
- Load Flow Analysis
- Fault Analysis
- Power Factor Improvement
- Overcurrent Coordination
- System Reliability
- Generation Feasibilities
- Arc Flash Hazard Analysis
- Siting of Planned Facilities

### **Customer Services**

- Power Audits
- Service Reviews
- Rate Options
- Customer Seminars
- Distribution System Mapping

### **Construction Design & Inspections**

- Substations
- Transmission Lines
- Distribution Lines
- SCADA and Load Management
- Peak/Standby Generation, Distributed & Power Parks
- Underground Distribution
- Roadway Lighting
- Highway Relocations
- Metering
- Railroad Crossings
- Large Industrial Services
- Renewable Energy Interconnections
- Water/Wastewater Power Systems

## PROJECT MANAGEMENT AND OPERATIONS

Where practical, all projects commissioned by a single client are managed by the same engineer. We feel this method of project assignment provides more convenient and efficient communication as the client generally can call one person who can readily answer even detailed questions concerning current or past projects. Multiple engineers and support personnel are available to assist the lead engineer if the project or client requires additional resources.

This method of project assignment does not preclude our design engineers from sharing new ideas or discussing possible solutions to project requirements in order to take full advantage of our collective knowledge and experience. This open exchange of ideas also leads to standardization of methods and procedures which allows all the firm's engineers to be familiar with the basics of each project, thereby providing continuity and efficiency.

Many of our engineers have worked with the same clients for their entire careers. This leads to an in-depth knowledge of our clients' electrical systems. It also provides our clients with an additional team member that can be relied upon when most needed.

## QUALITY CONTROL

The majority of employees at Southeastern participate in ownership of the company. This ownership produces a personal interest for each employee in the quality of our service, and encourages a primary dedication to the client's interest.

Furthermore, all work is performed by or under the direct supervision of a professional engineer and is reviewed and sealed by the project engineer prior to release.

Work may be reviewed by other engineers as deemed necessary, but it is the sole-source responsibility and accountability of the project engineer that forms the basis of our quality assurance.

## CORPORATE OFFICERS

Michael C. Dougherty, PE	President
Alexander J.(A.J.) Molnar, PE	Vice President
Jerry L. Ford, Jr., PE	Treasurer
Jeremy R. Furr, PE	Secretary

## CONTACT INFORMATION

### SOUTHEASTERN CONSULTING ENGINEERS, INC

600 Minuet Lane, Charlotte, NC 28601 • Phone: 704.523.6045 • Fax: 704.523.8317  
[www.scepower.com](http://www.scepower.com)

### AVAILABILITY OF PROFESSIONAL STAFF

Southeastern personnel are accustomed to managing multiple projects on behalf of multiple clients simultaneously. Assistance we provide ranges from a few minutes of involvement answering client questions to multiple years of involvement from project conception to commissioning of electrical substations. Although tasks converge at times, we feel, and our record of timeliness attests, that we are appropriately sized to take on additional projects while current workload continues. Our experience and breadth of knowledge also allows team members to assist each other in times of high demand.

<u>Engineer</u>	<u>Job Classification</u>	<u>Years with SCE</u>	<u>States Registered</u>
Michael Dougherty, PE	Principal Design Engineer	36	NC, SC, VA
A.J. Molnar, PE	Principal Design Engineer	33	NC, SC, VA
Jerry Ford, PE	Senior Design Engineer	24	NC, SC
Jeremy Furr, PE	Senior Design Engineer	22	NC, SC
David Nichols, PE	Senior Design Engineer	17	NC, SC
Kevin Smorgala, PE	Design Engineer	12	NC, SC
Don Mitchell, PE	Senior Field Engineer	3	NC
Steve Phillips, EI	Associate Engineer	7	
Kyra Anderson	Associate Engineer	4	

Southeastern develops personnel by emersion to degree of progressing abilities in the wide variety of projects and assistance our clients require. We have very little turnover and engineers accumulate experience in every facet of municipal power generation, transmission, and distribution engineering. The following resumes for key members and proposed project team give an overview of our team's capabilities.

## STATEMENT OF QUALIFICATIONS

### GENERAL

Southeastern's scope of services is primarily defined by who we work for. We are available to assist the Town of Landis with practically any challenge they encounter with their electric system. That desire to assist has led us to projects large and small, from basic questions to multi-million dollar substations and transmission lines, our journey takes us through many projects common to most and to others we never expected. Southeastern provides the wisdom and knowledge to design very complex projects and the hands-on experience to assist with very practical troubleshooting in the field. Frequent interaction over long term relationships leads to a unique understanding to help accomplish each municipality's goals rather than cookie cutter solutions.

### SUBSTATION DESIGN

For most Municipal Clients, the process to build an electrical substation has evolved into a complex development project. We know that assisting our clients with site selection, permitting, civil design, and design review has become just as important as the design of the substation itself. Southeastern offers our clients project management services that are scalable to the clients' needs. Southeastern has experience with large and small municipal requirements for the development of substation projects including development ordinances, zoning classifications, and construction standards. We have extensive experience in the Carolinas region and have worked with Town, County and most of the surrounding municipalities permitting departments.

Southeastern has provided design, specification, and construction inspection services for electric power substations of various types. These include industrial substations up to 20 MVA and 13.2 KV; utility transmission substations up to 75,000 KVA and 115 KV primary; and utility distribution substations up to 100,000 KVA and 115 KV primary. Substation types have included conventional and metalclad, with overhead and underground connections.

Substation designs have included protective relay systems using the most modern yet proven technology available. The use of overcurrent, bus differential, transformer differential, sudden pressure, and thermal relaying equipment has been involved in many designs. Relay coordination services, including setting calculations, field testing, and relay calibration are provided as required.

### TRANSMISSION AND DISTRIBUTION LINES

Southeastern has provided design of electric transmission lines in all standard voltages from 24 KV to 115 KV. Similar to substations, it is becoming increasingly difficult to acquire right of way for transmission lines. Our engineers understand these difficulties while siting transmission lines. Our goal is to have the minimum impact on property owners while producing an efficient design for our clients. Southeastern uses transmission line design software that allows a 3D simulation of the line to be viewed in Google Earth allowing our clients and their customers an opportunity to visualize the final line routing before it is built. Southeastern has experience with many types of transmission designs, including overhead and underground and guyed and self-supporting structures on concrete foundations.

Southeastern has also provided design services for many electric distribution line projects ranging from 2.4 KV to 34.5 KV. These projects have included both overhead and underground construction, and have involved conversion under energized conditions, as well as new line construction. If highway or railroad encroachments are required, Southeastern will complete necessary applications on behalf of the client.

All construction designs have normally included complete listings of the installation units for each pole or other structure. Sag and tension data are also provided for installation of overhead conductors. Contracts can be structured to best utilize the resources of the contractor and the client. Southeastern provides project inspection as needed that can include detailed payment approval recommendations and complete project close out.

### **SUPERVISORY MONITORING AND CONTROL (SCADA)**

Southeastern has provided design, construction supervision, installation assistance, data base preparation and system debugging and maintenance for Supervisory Control And Data Acquisition systems (SCADA).

All systems have been designed to provide for easy expansion of SCADA to include monitoring of future remote sites and provisioning for additional features available from the SCADA Master or from the IED's themselves. Historical automatic report generators and schedules are typically configured as well. The preferred RTU used by our clients is an SEL RTAC using SEL protocol to communicate with SEL relays and DNP3 communication back to the Master Station, but we also have experience with legacy RTU's comprised of Status, Analog, and Control hardware boards for customer connections.

Individual systems will normally include from one to twenty remote terminal units (RTU's). Each standard RTU may involve up to 1000 monitoring and control connections, in addition to the redesign and modification of control circuits in existing equipment such as regulators, circuit breakers, line reclosers, automatic restoration or motor operated switches, etc. Southeastern can also support the full implementation of new or the modification of existing Single Line Diagrams (SLD's) using SCADA vendors' design drawing packages.

### **EVIDENCE OF AVAILABILITY TO DELIVER ON TIME**

The nature of the clientele of Southeastern Consulting Engineers, Inc. requires that we handle multiple projects of varying degrees of complexity and involvement at a time. We will dedicate staff as required to complete per the Town's schedule. Our reputation for complete, professional, and timely work for over 60 years provides a steady stream of work in good economic times and bad. The work required for the Town of Landis is a priority and will be completed to meet the Town's projected project schedules.

### **HISTORY OF LITIGATION**

Southeastern does not have any prior history of litigation regarding project performance or professional liability.



## PROPOSED SUB-CONSULTANTS

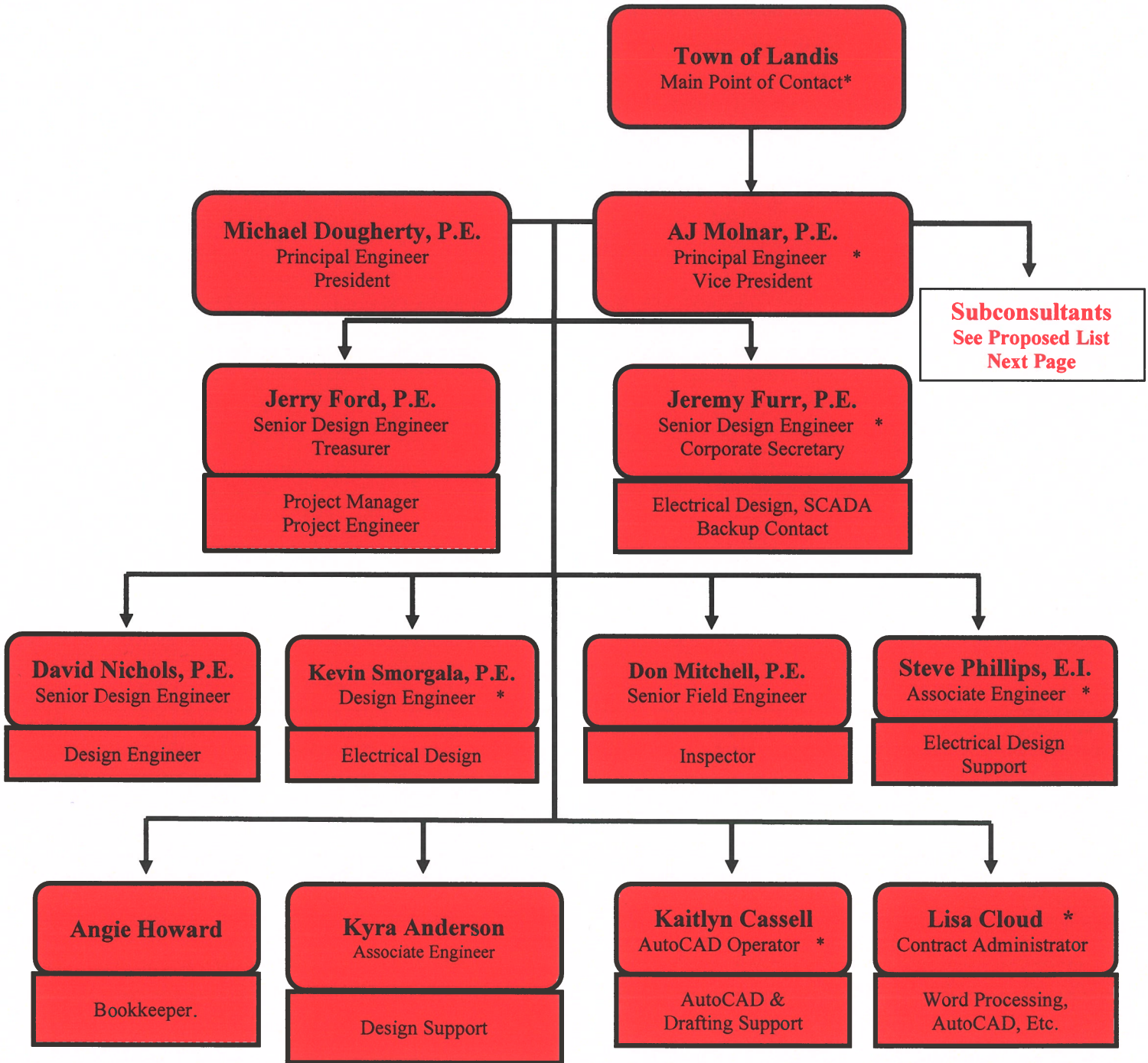
SCE plans to self-perform all of the electrical engineering requirements for the Town. However, since we specialize in electrical engineering, we will typically sub-consultant to other firms to meet the civil, geotechnical, and structural aspects of a project.

- ESP Associates – Charlotte, NC
  - Civil design
  - Geotechnical
  - Surveying
- S&ME – Charlotte, NC
  - Geotechnical
  - Structural Design
  - Testing

## RECENT TOWN OF LANDIS PROJECTS

- 2024 Landis Ridge Services
- 2024 Landis Apartments Services
- 2023/24 4 kV to 12 kV Conversion
- 2021/22 4 kV to 12 kV Conversion
- 2015 System Mapping
- 2012 Line Relocations for NCRR Project
- Ongoing On-Call Support with Relaying Issues
- Ongoing On-Call Support with Design Assistance and Material Purchase Contracts

**ORGANIZATIONAL CHART**



\* = Primary Personnel for Town of Landis Substation

All Southeastern personnel work from our offices in Charlotte, North Carolina.



**Michael C. Dougherty, PE**  
**Principal Engineer/President**

Mike has over 35 years of experience in providing expertise in electrical engineering for municipal electric, water, and wastewater clients as well as investor owned utilities. Mike has extensive experience in all facets of water/wastewater electric system design, peak shaving and standby generation design, permitting, and project management. He is also knowledgeable in preparing technical specifications and construction bid packages as well as construction administration and inspection. Mike also has experience as the lead design professional on multi-discipline projects.

With his wealth of electrical engineering experience, Mike is used to taking on and resolving complex design issues, while bringing the projects to completion on time and within budget.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 1988  
North Carolina State University, Raleigh, North Carolina

**PROFESSIONAL REGISTRATION:**

North Carolina	Professional Engineer, #18918
South Carolina	Professional Engineer, #19197
Virginia	Professional Engineer, #04506

**PROFESSIONAL ASSOCIATIONS:**

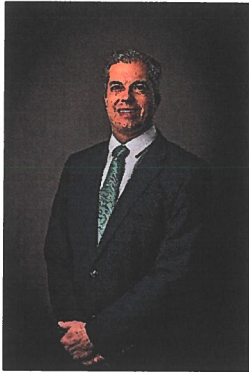
Member of National Society of Professional Engineers of North Carolina

**PROFESSIONAL BACKGROUND:**

2009 - Present	President – Southeastern Consulting Engineers, Inc. Charlotte, North Carolina
1988 to 2009	Design Engineer - Southeastern Consulting Engineers, Inc. Charlotte, North Carolina
1986 to 1988	Student Engineer, Duke Power Company Winston-Salem & Charlotte, North Carolina

**Work Experience - General**

- Project administration and management.
- Design and Construction Administration/Inspection of Standby/Peak generation facilities
- Design and Construction Administration/Inspection of Electrical Substations.
- Design and Construction Administration/Inspection of Water/Wastewater Peak Shaving and Standby generation projects.
- Design and Construction Administration/Inspection of Water/Wastewater pump station electrical projects.
- Design and installation of SCADA systems providing metering, status monitoring, and remote control of electric distribution systems.
- Perform generator peak shaving feasibility analyses, loss evaluation, and investment-making analyses.
- Perform arc flash analyses for Municipal Electric, Water, Wastewater, and private sector electrical systems.
- Design and Construction Administration/Inspection of electrical equipment installation including, switchgear, Motor Control Centers, Automatic Transfer Switches, Motor starters, etc.



**A.J. Molnar, IV, PE**  
**Vice President**

A.J. has over 30 years of experience in engineering consulting to municipal electric system owners ranging in size from 600 to 40,000 customers in all aspects of the design, operation, and planning. A.J. has been an expert witness in civil actions and before the South Carolina Public Service Commission. He also has been a consultant and negotiator in matters of service territory, power rates, joint use of facilities, and right of way.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 1991  
North Carolina State University

Master of Business Administration, Pfeiffer University, Charlotte, North Carolina 2004

**PROFESSIONAL REGISTRATION:**

North Carolina	Professional Engineer, #22048
South Carolina	Professional Engineer, #18985
Virginia	Professional Engineer, #035673

**PROFESSIONAL ASSOCIATIONS:**

Member of Institute of Electrical and Electronic Engineers  
Treasurer, ABBA Fund Adoption Ministry

**PROFESSIONAL BACKGROUND:**

2009 - Present	Vice President/Secretary – Southeastern Consulting Engineers, Inc. Charlotte, North Carolina
2004 to 2009	Corporate Secretary - Southeastern Consulting Engineers, Inc. Charlotte, North Carolina
1991 to 2004	Associate Engineer - Southeastern Consulting Engineers, Inc. Charlotte, North Carolina
1987 to 1990	Student Engineer, Duke Power Company Charlotte, North Carolina

**Work Experience - General**

- Project administration and management.
- Analysis, planning, design, and construction of electrical distribution systems.
- Electrical distribution consultant for municipalities and large industrials in NC, SC, and VA with distribution voltages of 4.16 kV to 44 kV and demands of 4 MW to 100 MW.
- Complete responsibility for broad range of engineering services for assigned clients including system analysis, long-range system planning and budgeting, detailed design of system improvements and expansions, and construction inspections.
- Design and construction included substations, switching stations, overhead distribution lines, complete underground systems, and control systems;
- System studies, power factor improvements studies, loss evaluation, and investment decision-making analyses.
- Substation design, relay coordination and setting, peak generation system design, load management systems, preparation of cost estimates, bid documents and construction contracts, and inspection of power generation and delivery construction.



**Jerry L. Ford, Jr., PE**  
**Sr. Design Engineer/Treasurer**

Jerry has over 20 years of experience in providing expertise in electrical engineering for municipal electric utilities. Jerry has extensive experience in all facets of substation design, peak shaving and standby generation design, relay programming, and project management. He is also knowledgeable in preparing technical specifications and construction bid packages as well as construction administration and inspection. With his electrical engineering experience, Jerry is used to taking on and resolving complex design issues, while bringing the projects to completion on time and within budget.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 2000  
North Carolina State University, Raleigh, North Carolina

**PROFESSIONAL REGISTRATION:**

North Carolina Professional Engineer, #30394  
South Carolina Professional Engineer, #29365

**PROFESSIONAL BACKGROUND:**

2012 – Present: Sr. Design Engineer/Corporate Treasurer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2004 – 2012: Design Engineer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2000 - 2004 Associate Engineer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

**Work Experience - General**

- Project Administration and Management.
- Design and Construction Administration/Inspection of Electrical Substations.
- Design and Construction Administration/Inspection of Standby/Peaking Generation.
- Analysis, Planning, and Design of Electrical Distribution Systems.
- Preparation of Cost Estimates, Bid Documents, Construction Contracts, Distribution System Mapping, System Studies
- Programming and Commissioning of Substation Relays, Reclosers, and Switchgear.
- NERC/SERC Regulatory Compliance Programs
- Arc Flash Analysis
- Power Factor Improvement Studies
- Transmission Line Design – Overhead and Underground
- Construction Inspection of Substations, Generators, Distribution and Transmission Lines.
- Protective Device Coordination Studies
- Power Quality Troubleshooting and Analysis
- Proficient in Multiple Engineering Analysis Software Programs including SynerGEE, Milsoft, and SKM, Inc.



**Jeremy R. Furr, PE**  
**Sr. Design Engineer/Corporate Secretary**

Jeremy has over 20 years of experience in providing expertise in electrical engineering for municipal electric utilities. Jeremy has extensive experience in all facets of substation design, SCADA systems, communications and networking, standby generation design, relay programming, and distribution line design. He is also knowledgeable in preparing technical specifications and construction bid packages as well as construction administration and inspection.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 2000  
North Carolina State University, Raleigh, North Carolina

**PROFESSIONAL REGISTRATION:**

North Carolina Professional Engineer, #30871  
South Carolina Professional Engineer, #30562

**PROFESSIONAL BACKGROUND:**

2005 – Present: Design Engineer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2002 – 2005: Associate Engineer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2000 - 2001 Systems Engineer – Nortel Networks Alpharetta, Georgia

**Work Experience - General**

- Design and Construction Administration/Inspection of Electrical Substations.
- Design and Construction Administration/Inspection of Standby/Peaking Generation.
- Analysis, Planning, and Design of Electrical Distribution Systems.
- Preparation of Cost Estimates, Bid Documents, Construction Contracts, Distribution System Mapping, System Studies
- Programming and Commissioning of Substation Relays, Reclosers, and Switchgear.
- SCADA Programming
- Substation Troubleshooting
- Fiber Communications Design
- Transmission Line Design
- Construction Inspection of Substations, Generators, Distribution and Transmission Lines.
- Protective Device Coordination Studies



**Kevin Smorgala, PE**  
**Design Engineer**

Kevin is a committed professional with over 10 years of experience in providing a wide range of services for municipal electric utilities. Kevin's design experience includes substations, overhead and underground distribution lines, transmission structures, and relay protection. He is also knowledgeable in preparing technical specifications and construction bid packages as well as construction administration and inspection.

Kevin is a dedicated to his field and is always trying further his expertise through technical seminars and educational opportunities. He is a diligent worker who takes pride in providing high-quality work and solving technical design issues. With a strong work-ethic and perseverance, Kevin looks forward to succeeding in new challenges that lie ahead.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 2012  
Clemson University, Clemson, South Carolina

**PROFESSIONAL REGISTRATION:**

North Carolina Professional Engineer, #047881  
South Carolina Professional Engineer, #34580

**PROFESSIONAL BACKGROUND:**

2017 - Present Design Engineer - Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2013 to 2017 Associate Engineer - Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

2011 – 2012: Engineering Co-op – South Carolina Electric & Gas  
Charlotte, North Carolina

**WORK EXPERIENCE – GENERAL:**

- Project administration and management.
- Design and Construction Administration/Inspection of Electrical Substations
- Preparation of Cost Estimates, Bid Documents, Construction Contracts, Distribution System Mapping, System Studies
- Programming and Commissioning of Substation Relays, Reclosers, and Switchgear
- Analysis, Planning, and Design of Electrical Distribution and Transmission Systems
- Arc Flash Analysis, Short Circuit and Protective Device Coordination Studies for Municipal Electric Systems
- EPA and Local Regulatory Compliance for Standby/Peak Shaving Generation Facilities
- Oil Spill Containment and Countermeasure Plans
- Distribution System Loss Evaluations and Energy Efficiency Analysis
- Encroachment Permits for Aerial and Underground Electric Occupancy
- Proficient in Multiple Engineering Analysis Software Programs including Synergi Electric, SKM, Inc., ARCPRO, and PLS-CADD.



**Steve Phillips, E.I.**  
**Associate Engineer**

Steve is a dedicated professional with the education and knowledge to perform a wide range of services for municipal electric utilities. In his time in the discipline of power engineering, Steve has gained experience under the supervision of a PE in electrical distribution substation design, distribution and transmission line design, arc flash hazard analysis, power system mapping and studies for long-term planning, and preparation of technical specifications and bid documents for a variety of projects.

Steve is committed to his profession and is constantly trying to further-develop himself as an Engineer through technical seminars and educational opportunities. He is persistent and takes pride in producing high-quality work and resolving technical design issues. Steve welcomes new challenges and the chance to succeed through hard work and determination.

**EDUCATION:**

Bachelor of Science Degree in Electrical Engineering, 2014  
North Carolina State University, Raleigh, North Carolina

**PROFESSIONAL BACKGROUND:**

- 2018-Present: Associate Engineer – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina
- 2015-2018: Electrical Engineer – AECOM: Nuclear Services  
Fort Mill, South Carolina

**WORK EXPERIENCE – GENERAL:**

- Distribution System Mapping
- System Studies and Planning for Municipal Electric Systems
- Arc Flash Analysis for Municipal Electric Systems
- Design and Construction Administration/Inspection of Electrical Substations
- Distribution Line Design – Overhead and Underground
- Preparation of Cost Estimates, Specifications, Bid Documents, and Construction Contract
- Encroachment Permits for Underground Electric Occupancy
- Proficient in Multiple Engineering Analysis Software Programs including Synergi Electric, SKM, Inc., and ARCPRO





**Kaitlyn Cassell**  
AutoCAD Technician

Kaitlyn has experience in providing expertise in drafting. She is used to taking on complex designs, while bringing the projects to completion on time.

**EDUCATION:**

Bachelor of Fine Arts, 2015  
Clemson University, Clemson, South Carolina

**PROFESSIONAL BACKGROUND:**

2016 - Present AutoCAD Technician – Southeastern Consulting Engineers, Inc.  
Charlotte, North Carolina

July 2015 - Dec. 2015 CAD Designer – Select Stainless Products  
Matthews, North Carolina

**WORK EXPERIENCE**

- Primary AutoCAD tech for drawings, layouts, and designs engineered by Southeastern Consulting Engineers, Inc.



**Lisa R. Cloud**  
Contract Administrator

Lisa has over 40 years of experience as support staff and office manager assisting with all functions required within the office.

**EDUCATION:**

Autodesk Training, AutoCAD 2002 Update  
Business Law I, Principle of Accounting I & II  
Secretarial Science Diploma awarded in December 1981

**PROFESSIONAL BACKGROUND:**

1981 - Present Contractor Administrator/Office Manager/Secretary/CAD  
Operator - Southeastern Consulting Engineers, Inc. Charlotte,  
NC

**WORK EXPERIENCE – GENERAL**

- Contract and Bidding Assistance
- Revising Electrical Drawings
- All word processing functions
- Monitoring and directing telephone calls
- Filing and other general office duties

## B. PROFESSIONAL TEAM EXPERIENCE

### Recent Substation Construction and Modifications Projects

<u>Project</u>	<u>Client</u>	<u>Municipal Population</u>	<u>Start Date</u>	<u>Completion Date</u>	<u>Reference</u>	<u>Reference Contact</u>	<u>Engineering Fee/Limit</u>	<u>Key Tasks</u>
Springdale Substation Building Changeout	City of Rock Hill, SC	70,500	April 2023	Oct. 2023	Mike Jolly, PE Director of Electric Utilities	(803) 329-5510 Mike.jolly@cityofrockhill.com	\$10,500 Design \$13,500 Inspection	Client decided to use an Equipment Building bought for another cancelled project at Springdale. Entails complete removal and replacement or relay and controls.
Dusty Bend Transformer Change Out	City of Camden, SC	7,000	Apr. 2019	June 2020	Matthew Grigsby Electric Superintendent	(803) 425-6045 mgrigsby@camdensc.org	\$40,000	Purchase new three phase transformer w/ LTC to replace single phase units and Regulators Reorient Buswork Require Control and Relay Panel Relay programming and Commissioning SCADA programming and integration
Kendrick Transformer Replacement	Town of Front Royal, VA	14,400	June 2022	Dec. 2023	Carey Saffelle Energy Services Director	(540) 635-3027 csaffelle@frontroyalva.com	\$45,000	New transformer with LTC Relay programming and Commissioning SCADA programming and integration
Aaron Street Substation Upgrade	City of Martinsville, VA	15,416	Apr. 2019	Jul.-2020	Durwin Joyce Electric Director	(276) 403-5293 djoyce@ci.martinsville.va.us	\$39,318.00 Design \$20,045.00 Inspection	Purchase new three phase transformer with LTC to replace single phase units and Regulators Reorient Buswork Install HS breaker with relaying to replace fuse

Section 3, Item 3.2

<u>Project</u>	<u>Client</u>	<u>Municipal Population</u>	<u>Start Date</u>	<u>Completion Date</u>	<u>Project Estimate</u>	<u>Project Final Costs</u>	<u>Engineering Fee/Limit</u>	<u>Key Tasks</u>
Polk Substation Upgrades	Town of Pineville, NC	7,747	Aug. 2020	March 2021	Dwayne Corzine Electric Operations Foreman	(980) 279-8066 dcorzine@electricities.org	\$31,600.00 Design \$32,000 Inspection	Add 100 kV Circuit Switchers Add equipment building and new relay panel Replace 15kV Breakers
Hickory Street 44KV Building	City of Lexington, NC	21,420	Jul. 2019	Oct.-2020	Bill Stockman Electric System Manager	(336) 243-2489 bstockman@electricities.org	\$15,000.00 Design \$20,000.00 Inspection	Add new equipment house Add new relay and control panel Test and Commission relays
Panthers Development Substation	City of Rock Hill, SC	70,500	Jan. 2021	Incomplete	Mike Jolly, PE Director of Electric Utilities	(803) 329-5510 Mike.jolly@cityofrockhill.com	\$115,000.00 Design \$72,000.00 Inspection	New 100 KV to 24/14 KV Substation with 50 MVA Capacity. Civil Design by others
Fleming Substation	City of Morganton, NC	16,631	Nov. 2020	May 2022	Brooks Kirby Electric Director	(828) 438-5284 bkirby@morgnatonnc.gov	\$167,000.00 Design \$70,000.00 Inspection	New 100 KV to 12.47/7.2 KV Substation with five Distribution Circuits
Jackson Lake Substation	City of High Point, NC	102,216	April 2016	April 2018	Tyler Berrier Electric Utilities Director	(336) 883-3176	\$128,000.00 Design \$70,000.00 Inspection	New 100 - 12.47 KV Substation
Eli Lilly Substation	City of Concord, NC	105,186	Feb. 2022	Fall 2023	Alex Burris Electric System Director	(704) 920-5335 burrisa@concordnc.gov	\$250,000.00 Design & Inspection	New 100 - 12.47 KV Substation, Delivery & Transmission Line

## REFERENCE PROJECT

### ELECTRICAL DISTRIBUTION SUBSTATION (Huey Road with three other similar stations since 2013)

ROCK HILL, SC

Design for a new 100 – 24.9 Grd. Y/14.4 kV Substation with a maximum rating of 50 MVA, with provisions for one incoming 100 kV circuit, one power transformer, and five outgoing 12.47 kV distribution circuits. The following scope was provided:

- Prepare a General Arrangement Plan for substation facilities, including the 100 kV tap line to Duke Energy’s Transmission Line.
- Construct grading and site plans for the City’s use.
- Generate specifications and contract negotiations with suppliers for major substation equipment, specifically:
  - Power Transformer
  - Circuit Switcher
  - Circuit Breakers
  - Switches
  - Voltage Regulators
  - Instrument Transformers
  - Air Core Reactors
  - Relay and Control Panels
  - Metering and Station Battery
  - Equipment Building
  - SCADA communications
- Create construction plans and details for the station including equipment foundations, decorative station wall with gates, grounding, metering, control wiring, relay wiring and interconnection, station lighting, and oil spill countermeasures.
- Select settings and provide programming for all protective relays.
- Inspect installation and final implementation
- Test relay and control operation for conformance to specified load capability
- Assist City with creation of model and database to incorporate into existing SCADA master station.
- Provide Arc Flash Analysis and Oil Spill Containment and Countermeasures
- Issue a Certificate of Completion which certifies the completion of the construction and compliance with specifications.
- Prepare “As-Built” drawings of the project as actually constructed and provision of an “Operator’s Manual” covering the normal and emergency operating modes of the station and the operation and maintenance of all major items of equipment.



#### SCE Team Members:

A.J. Molnar, Jeremy Furr, Kevin Smorgala

Contact: Steven Varnadore  
Electric & Communications Manager  
(803) 322-0554  
[Steven.varnadore@cityofrockhill.com](mailto:Steven.varnadore@cityofrockhill.com)

# REFERENCE PROJECT

## ELECTRICAL DISTRIBUTION SUBSTATION (Jack Hughes Park Substation)

PINEVILLE, NC

Design for a new 44 kV - 12.47 Grd.Y/7.2 kV Substation with a maximum rating of 33 MVA, with provisions for one incoming 44 kV circuit, one power transformer, and four outgoing 12.47 kV distribution circuits. The following scope was provided:

- Prepare a General Arrangement Plan for substation facilities, including the 44 kV tap line to Duke Energy’s Transmission Line.
- Construct grading and site plans for the Town’s use.
- Generate specifications and contract negotiations with suppliers for major substation equipment, specifically:
  - Power Transformer
  - 44 kV Circuit Breaker
  - 15 kV Circuit Breakers
  - Switches
  - Voltage Regulators
  - Instrument Transformers
  - Relay and Control Panel
  - Metering and Station Battery
  - Equipment Building
  - SCADA communications
- Create construction plans and details for the station including equipment foundations, fencing with gates, grounding, metering, control wiring, relay wiring and interconnection, station lighting, and oil spill countermeasures.
- Select settings and provide programming for all protective relays.
- Inspect installation and final implementation
- Test relay and control operation for conformance to specified load capability
- Issue a Certificate of Completion which certifies the completion of the construction and compliance with specifications.
- Prepare “As-Built” drawings of the project as actually constructed and provision of an “Operator’s Manual” covering the normal and emergency operating modes of the station and the operation and maintenance of all major items of equipment.
- Demolition of existing delivery station replaced by new station.



SCE Team Members:

A.J. Molnar, Jeremy Furr, Kevin Smorgala

Contact: David Lucore  
Electric Systems Manager  
ElectriCities of North Carolina  
(704) 659-7370  
[dlucore@electricities.org](mailto:dlucore@electricities.org)

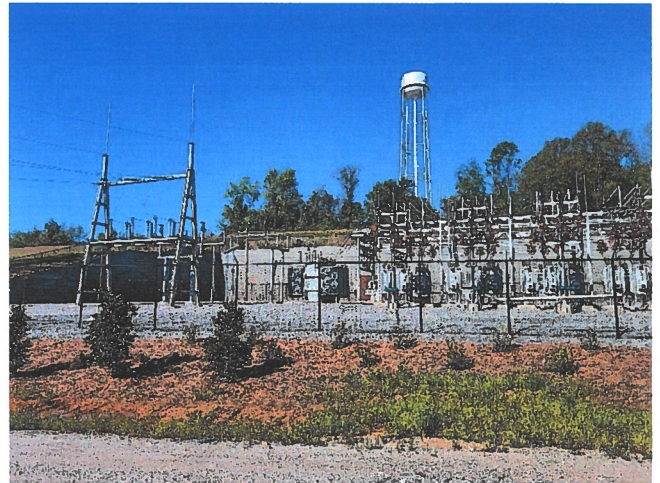
## REFERENCE PROJECT

### ELECTRICAL DISTRIBUTION SUBSTATION (Delivery No. 7 – Fleming Substation)

MORGANTON, NC

Design for a new 100 kV – 12.47 Grd.Y/7.2 kV Substation with a maximum rating of 50 MVA, with provisions for one incoming 100 kV circuit, one power transformer, and six outgoing 12.47 kV distribution circuits. The following scope was provided:

- Prepare a General Arrangement Plan for substation facilities, including the four span 100 kV tap line to Duke Energy’s Transmission Line.
- Construct grading and site plans for the City’s use, including large retaining wall to make site work.
- Generate specifications and contract negotiations with suppliers for major substation equipment, specifically:
  - Power Transformer
  - Circuit Switcher
  - Circuit Breakers
  - Switches
  - Voltage Regulators
  - Instrument Transformers
  - Relay and Control Panels
  - Metering and Station Battery
  - Equipment Building
  - SCADA communications
- Create construction plans and details for the station including equipment foundations, fencing with gates, grounding, metering, control wiring, relay wiring and interconnection, station lighting, and oil spill countermeasures.
- Select settings and provide programming for all protective relays.
- Inspect installation and final implementation
- Test relay and control operation for conformance to specified load capability
- Issue a Certificate of Completion which certifies the completion of the construction and compliance with specifications.
- Prepare “As-Built” drawings of the project as actually constructed and provision of an “Operator’s Manual” covering the normal and emergency operating modes of the station and the operation and maintenance of all major items of equipment.



SCE Team Members:

A.J. Molnar, Jeremy Furr, Steve Phillips

Contact: Brooks Kirby  
Electric Director  
City of Morganton  
(828) 438-5284  
[bkirby@morgantonnc.gov](mailto:bkirby@morgantonnc.gov)

## REFERENCE PROJECT

### ELECTRICAL DISTRIBUTION SUBSTATION (Sub. W – Eli Lilly Substation)

CONCORD, NC

Design for a new 100 kV – 13.2 Grd.Y/7.6 kV Substation with dual transformers and a maximum rating of 50 MVA, with provisions for two incoming 100 kV circuits, two power transformers, and six outgoing 13.2 kV distribution circuits in metal clad switchgear. The following scope was provided:

- Prepare a General Arrangement Plan for substation facilities, including the 100 kV tap line to City's Transmission Line.
- Construct grading and site plans for Contractor installation.
- Generate specifications and contract negotiations with suppliers for major substation equipment, specifically:
  - Power Transformers w/LTC
  - Circuit Switchers
  - Switchgear
  - Structures
  - Instrument Transformers
  - Relay and Control Panels
  - Metering and Station Battery
  - Equipment Building
  - SCADA communications
- Create construction plans and details for the station including equipment foundations, fencing with gates, grounding, metering, control wiring, relay wiring and interconnection, station lighting, and oil spill countermeasures.
- Select settings and provide programming for all protective relays.
- Inspect installation and final implementation
- Test relay and control operation for conformance to specified load capability
- Issue a Certificate of Completion which certifies the completion of the construction and compliance with specifications.
- Prepare "As-Built" drawings of the project as actually constructed and provision of an "Operator's Manual" covering the normal and emergency operating modes of the station and the operation and maintenance of all major items of equipment.



SCE Team Members:

Jerry Ford, Jeremy Furr, Steve Phillips

Contact: Alex Burris  
Electric Director  
City of Concord  
(704) 920-5335  
[burrisa@concordnc.gov](mailto:burrisa@concordnc.gov)

## REFERENCE PROJECT

### AARON STREET SUBSTATION

MARTINSVILLE, VA

#### DESCRIPTION:

Old 34.5 kV to 12.47 kV substation consisted of fused high side protection and three single-phase transformers. Project added modern relaying and circuit breaker high side protection and converted to three-phase power transformer with LTC. Despite limited space, the design included reorienting high-side transmission connections, new bus configurations, and added oil containment system. Assisted City with all material procurement and support to construct upgrade with City forces. Southeastern then tested and commissioned entire station.



#### SCE Team Members:

A.J. Molnar, Jeremy Furr, Kevin Smorgala

Contact: Durwin Joyce  
Electric Director  
(276) 403-5183  
[djoyce@ci.martinsville.va.us](mailto:djoyce@ci.martinsville.va.us)



## UNIT PRICING

### Schedule of Rates for Engineering Services

#### Effective July Billing 2024

<u>Name</u>	<u>Title</u>	<u>Hourly Rate</u>
M. C. Dougherty, P.E.	Principal Design Engineer	\$232.00
A. J. Molnar, P.E.	Principal Design Engineer	219.00
J. L. Ford, Jr., P.E.	Senior Design Engineer	192.00
J. R. Furr, P.E.	Senior Design Engineer	187.00
D. A. Nichols, P.E.	Senior Design Engineer	165.00
K.J. Smorgala, P.E.	Design Engineer	148.00
D.D. Mitchell, P.E.	Senior Field Engineer	133.00
S. Phillips	Associate Engineer	132.00
K. Anderson	Associate Engineer	121.00
H. Steffens	Associate Engineer	109.00
	Co-op Engineer	75.00
J. Abernathy	AMI Consultant	150.00
K. Cassell	CAD Technician	97.00
L. R. Cloud	Contracts Administrator	92.00
A. Howard	Accountant	95.00

**NOTES:**

1. An amount equal to 5% of the billed hourly charges will be billed for in-house office expenses incurred in the performance of project-related services.
2. Transportation, subsistence, lodging, printing, and associated expenses will be added at cost. Mileage will be billed at the current standard IRS rate.
3. Charges for specialized consultants and equipment will be billed at cost.
4. The preceding schedule of rates is subject to annual review and adjustment.
5. Invoices are billed monthly. Terms of payment are net 10 days.



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of the Engineering Bid for the South Upright Pump Station Upgrade**

**DETAILS:**

The Town advertised Request For Qualifications (RFQ) from engineering firms for upgrading an existing Lift Station located on South Upright Street. The qualifications were sought to assist the town in increasing lift station capacity from 427 Gallons Per Minute Station to a 600 Gallons Per Minute Station, due to the influx of wastewater needs impacting our basins.

The services sought after included engineering design, bidding, construction administration, construction observation and project certification. The Town received RFQ's from LKC Engineering, Allen Williams Carmen & King, Inc. and Municipal Engineering, Inc. I make the recommendation, based on experience, capability, and qualifications, to award LKC Engineering the project. LKC Engineering is currently conducting the Wastewater Feasibility Study for a proposed Wastewater Treatment Plant to be located in the Town. LKC also performed the SCADA upfit at the South Chapel Street Booster Station, and the Water Tower. If awarded the project, LKC will be able to integrate our current SCADA system into the upgraded lift station.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider the Approval of Budget Amendment #16 to Allocate Funds for the South Upright Sewer Rehabilitation Project Previously Approved (Project 25-02)**

**DETAILS:**

Consider Approval of Budget Amendment #16 to allocate funds for the South Upright Sewer Rehabilitation Project. This project was previously approved without any match from the Town, and this budget amendment will account for the funds expected to be received from the NC State ARPA Funding.

Town of Landis, NC  
Budget Amendment #16  
Monday, January 13, 2025

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
20-2000-4097	Grant Received	400,000.00	2,303,131.00	-	2,703,131.00
20-2000-5500	Grant Expense	400,000.00	2,303,131.00	-	2,703,131.00
			4,606,262.00	-	

To allocate funds for the South Upright Sewer Rehabilitation Project previously approved September 2024  
(Project 25-02)

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

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

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



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider Approval of Budget Amendment #15 to Allocate Funds Expected to be Received from NC State ARPA Funding for the Sewer AIA Project (Project #25-03)**

**DETAILS:**

Consider the Approval of Budget Amendment #15 to allocate funds expected to be received from NC State ARPA funding in the amount of \$400,000. This funding is from the North Carolina Department of Environmental Quality, Division of Water Infrastructure for the Sewer AIA Landis Project #25-03. The reimbursement of this project has been executed, and Town Staff expect to receive this funding prior to June 30, 2025.

Town of Landis, NC  
Budget Amendment #15  
Monday, January 13, 2025

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
20-2000-4097	Grant Received	-	400,000.00		400,000.00
20-2000-5500	Grant Expense	-	400,000.00		400,000.00
			800,000.00	-	800,000.00

To receive grant for Project #25-03 Sewer AIA.

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

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

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



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consent Agenda

**SUBJECT:** **Consider the Approval of Budget Amendment #3b to Reverse Budget Amendment #3 Which is No Longer Needed for the 100,000-Gallon Elevated Water Storage Tank (Project 25-05)**

**DETAILS:**

Please consider the approval of amending this budget amendment, due to the contract price changing. Budget Amendment #13 is for the correct contract price on the South Upright Street Rehabilitation Project, therefore Budget Amendment #13 will be executed for the contract, and this Budget Amendment needs an adjustment back to its original amounts.

Town of Landis, NC  
Budget Amendment #3b  
Monday, January 13, 2025

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
20-1000-4097	Grants Received	4,587,500.00	-	1,725,000.00	2,862,500.00
20-1000-5990	Capital Outlay	2,562,500.00	-	1,725,000.00	837,500.00
				- 3,450,000.00	

To reverse Budget Amendment #3 which is no longer needed for the 100,000-Gallon Elevated Water Storage Tank. Project #25-05.

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

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

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





# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

**SUBMITTED BY:** Angie Sands, Assistant Planning, Zoning, & Subdivision Administrator

**ITEM TYPE:** Public Hearing

**AGENDA SECTION:** Public Hearings

**SUBJECT:** **Consider Approval to Close E. Mills Street at E. Ryder Avenue**

**DETAILS:**

Legislative Hearing - Consider Approval to Close E. Mills Street at E. Ryder Avenue

- 1. Overview from staff
- 2. Open Public Hearing
- 3. Comments by Public
- 4. Close Public Hearing
- 5. Ordinance #OTC-2025-01-13-3

**Ordinance #OTC-2025-01-13-3**

**BOARD OF ALDERMEN  
TOWN OF LANDIS  
ORDER TO CLOSE A PUBLIC RIGHT-OF-WAY**

**WHEREAS**, pursuant to North Carolina General Statute 160A-299, the Board of Aldermen of the Town of Landis has been petitioned by the State of North Carolina to permanently close an intersection of East Mills Drive, a local street, with East Ryder Avenue, a state maintained street deemed to be unsafe and lying near the intersection of US Hwy 29, also known as Cannon Boulevard, which is more particularly described in Attachment “A” attached hereto and made a part of this Order; and

**WHEREAS**, a public hearing on the question of such closing was held on January 13, 2025 at which time the plans for such closing were explained and all persons given an opportunity to be heard; and

**WHEREAS**, notice of said closing was given in accordance with the requirements of law; and

**WHEREAS**, it has been found to the satisfaction of the Board of Aldermen after the public hearing that closing of the street is not contrary to the public interest and that no individual owing property in the vicinity of the street or public roadway right-of-way or in the subdivision in which it is located would be deprived of reasonable ingress and/or egress to their property.

**NOW THEREFORE, IT IS ORDAINED** by the Board of Aldermen of the Town of Landis as follows:

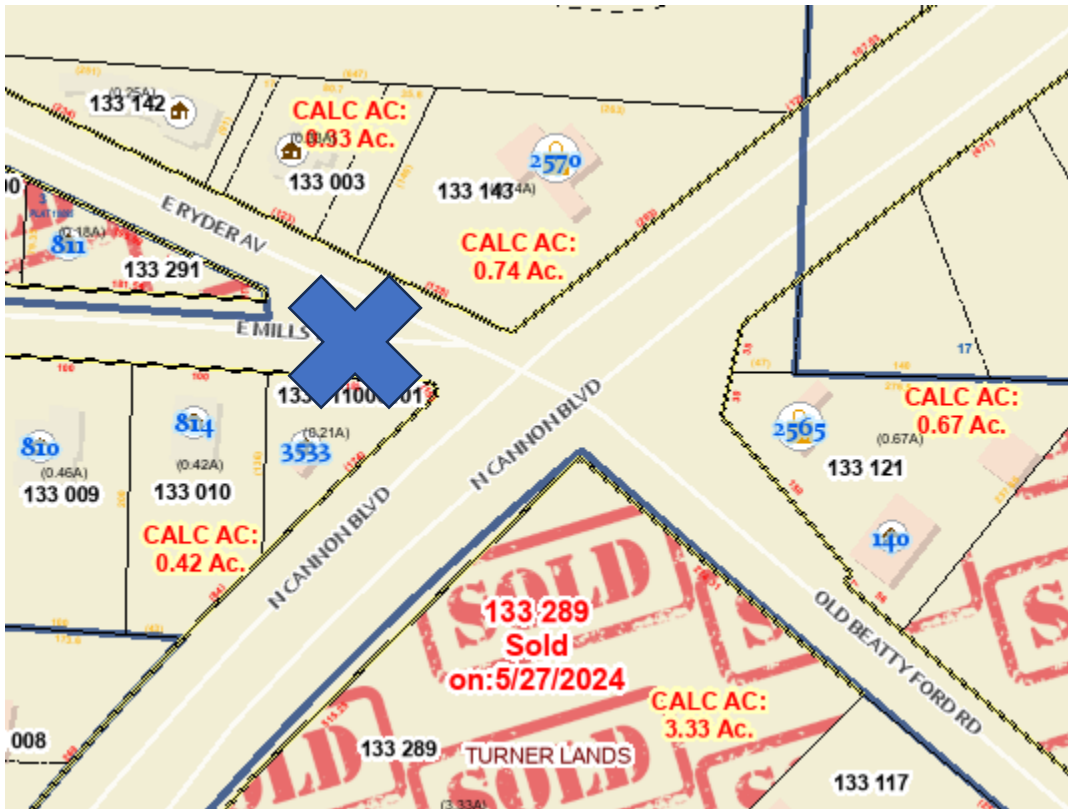
1. That the portion of the street commonly known as East Mills Drive in Attachment “A”, is hereby closed effective immediately.
2. That the Town of Landis reserves any and all right, title and interest in and to any utility improvements and/or easements within any portion of the above-described street or public roadway right-of-way closed by this Order.
3. That a certified copy of this Order be filed in the office of the Register of Deeds for Rowan county, North Carolina.

Adopted this 13<sup>th</sup> day of January 2025.

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

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

Attachment "A"



Source: Rowan county GIS 1 January 2025 with annotations made by Town of Landis



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

**SUBMITTED BY:** Angie Sands, Assistant Planning, Zoning, & Subdivision Administrator

**ITEM TYPE:** Public Hearing

**AGENDA SECTION:** Public Hearings

**SUBJECT:** **Consider ZMA-2025-01-13 - Town-Owned Parcels on W. Taylor Street from CIV to SFR-1**

**DETAILS:**

Legislative Hearing - Consider ZMA-2025-01-13 - Town-Owned Parcels on W. Taylor Street from CIV to SFR-1.

- 1. Overview from staff
- 2. Open Public Hearing
- 3. Comments by Public
- 4. Close Public Hearing
- 5. Ordinance # ZMA 2025-01-13

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

Ordinance #ZMA-2025-01-13

**BE IT ORDAINED** by the Mayor and Board of Aldermen of the Town of Landis, North Carolina that the Official Zoning Map of the Landis Development Ordinance be amended in accordance with Article 5 of G.S. 160D as follows:

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

The Board of Aldermen finds that a zoning map amendment to the property of Town of Landis, being the owner(s) of the certain land areas hereinafter described as Rowan County Tax Parcel ID 107 056 and further described in Attachment “A” attached hereto, establishing a zoning designation in accordance with G.S 160D-604(b) of “Single Family Residential-1” (SFR-1) is consistent with the Town’s 2040 Comprehensive Land Use Plan (the Plan) Future Land Use Map, as required by G.S. 160D-605(a) in that it lies within an area surrounded by residential neighborhood homes designation of both the adopted Future Land Use Map contained within the Plan and the current Official Zoning Map.

**Part 2. Statement of Reasonableness.**

This amendment is reasonable because the subject property allows for the growth and expansion of residential uses supporting the local economic base and work-force needs of the Town of Landis, as required by G.S. 160D-605(b).

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

That Rowan County Tax Parcel ID 107 056 described in Attachment “A” attached hereto shall be designated “Single-Family Residential-1” (SFR-1) on the Official Zoning Map.

**Part 4. Designation of Future Land Use Categories to Subject Properties.**

The Board of Aldermen further ordains the property consisting of Rowan County Parcel ID 107 056 described in Attachment “A” attached hereto shall be designated in the “Neighborhood” future land use category, in accordance with G.S 160D-605(a) upon the Future Land Use Map in the Plan.

**Part 5. Effective Date.**

This Ordinance shall be effective immediately upon its adoption.

Adopted this 13<sup>th</sup> day of January 2025.

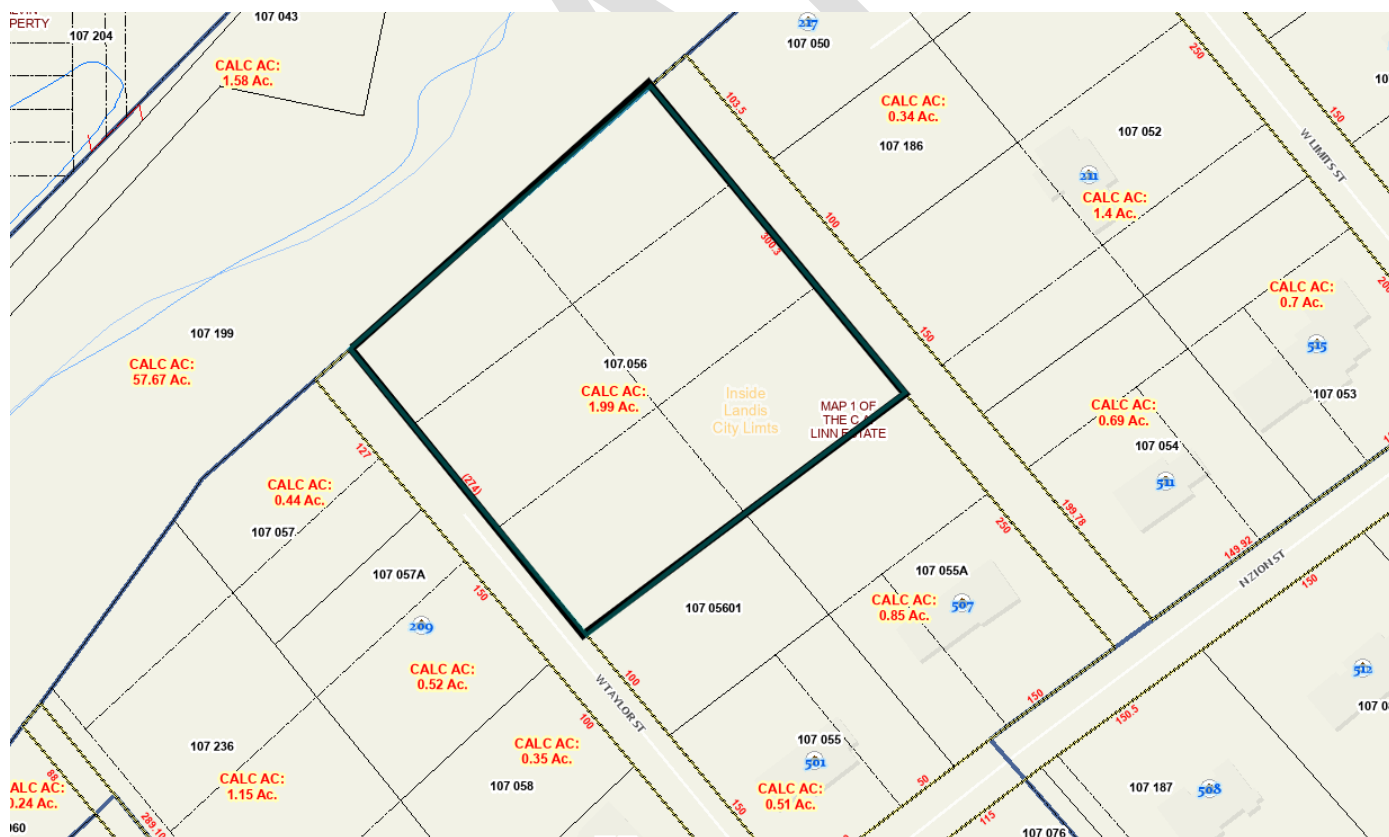
s/ \_\_\_\_\_  
**Meredith Bare Smith, Mayor**

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

Attachment "A"

**TRACT ONE:** Being Lots Nos. 31, 32, 33, 39, 40 and 41 as shown on Map No. 1 of the C.A. Linn Estate by J.D. Justice dated September 1, 1939, recorded in Register of Deeds office and better described as follows: BEGINNING at a stake, at edge of Linn Mills Co. line (now or formerly) and edge of unnamed street; thence with the unnamed street, South 39-35 East 280.5 feet to a stake, corner of Lot No. 34; thence with line of Lot No. 34, North 52-38 East 150 feet to a stake, at back corner of Lot No. 34; thence with back line of Lot No. 34, South 39-35 East 100 feet to a stake; thence South 52-38 West 50 feet to a stake, on line of Lot No. 34 and back corner of Lot No. 35; thence with line of Lot No. 35, North 39-35 West 150 feet to a stake at edge of Zion Street; thence with Zion Street, North 52-38 East 200 feet to corner of Zion and unnamed street; thence with unnamed street, North 39-35 West 550.3 feet to a stake on Linn Mills Company line (now or formerly); thence with Linn Mills Company line (now or formerly), South 48-38 West 300 feet to the Beginning.

Location Maps from Rowan County GIS:





## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Ordinance/Resolution

**SUBJECT:** **Consider Approval of the Amendment to Capital Project Ordinance #CPO-2024-12-09 for the Mount Moriah Waterline Project (Project 25-04) and Corresponding Budget Amendment #17**

**DETAILS:**

Consider Approval of Capital Project Ordinance #CPO-2024-01-13 to accept, and allocate the NC State ARPA Funding in amount of \$2,375,119.00, and local town funding in the amount of \$44,728.02, to fund the Mount Moriah/W Ryder Water Line project. If approved, this project will replace the water lines from W Ryder Avenue, down Mount Moriah Church Road to Kimball Loop. The local dollars needed are paramount to complete the water line project, and maximize the ARPA funding that has been afforded to the Town.



## CAPITAL PROJECT ORDINANCE

### Water System Improvements / Mount Moriah Church Road / North Main Street Waterlines 25-04

**BE IT ORDAINED** by the Town of Landis Board of Aldermen that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the Landis *Water System Improvements / Mount Moriah Church Road / North Main Street Waterlines* to be funded by American Rescue Plan Earmarks (SRP-D-ARP-0117).

**Section 2:** The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein. This is a project length budget wherein the Capital Project Fund will remain operational for the term of this project

**Section 3:** The following expenditure amounts are appropriated for the project:

B.R.S., Inc. (as negotiated)	\$ 1,978,711.45
Construction Contingency (five percent)	\$ 98,935.57
Funding Closing Fee ()	\$ 0.00
Project Management	\$ 10,000.00
Survey and Base Mapping	\$ 15,000.00
Engineering Report	\$ 15,000.00
Engineering Design (includes Geotech)	\$ 100,000.00
Permitting and Approvals	\$ 8,000.00
Bid & Award Phase Services	\$ 10,000.00
Grant / Loan Administration	\$ 10,000.00
Construction Administration	\$ 45,000.00
Construction Observation	\$ 120,000.00
Value Engineering	\$ 9,200.00
<b>Total Project Costs</b>	<b>\$ 2,419,847.02</b>

**Section 4:** The following financing source is anticipated to be available to complete this project:

American Rescue Plan (SRP-D-ARP-0117)	\$ 2,120,500.00
Total to be re-allocated from South Upright Street Basin Sewer Rehab project (SRP-W-ARP-0184)	\$ 254,619.00
Local Funds	\$ 44,728.02
<b>Total</b>	<b>\$ 2,419,847.02</b>

**Section 5:** The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and the federal regulations. The terms of the bond resolution also shall be met.

**Section 6:** Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agency in an orderly and timely manner.

**Section 7:** The Finance Director is directed to report, on a quarterly basis, on the financial status of each Project element in Section 3 and on the total grant/loan revenues received or claimed.



**Section 8:** The Town Manager and Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

**Section 9:** Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, to the Budget Officer, and the Finance Officer for direction in carrying out this project.

Duly adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025

\_\_\_\_\_  
Meredith Bare Smith, Mayor

**ATTEST:**

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

Town of Landis, NC  
Budget Amendment #17  
Monday, January 13, 2025

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
20-1000-4097	Grant Received	5,004,750.00	2,375,119.00	-	7,379,869.00
20-0000-4999	Fund Balance Appropriation	56,438.00	44,728.02		101,166.02
20-1000-5990	Capital Outlay	350,000.00	2,419,847.02		2,769,847.02
			4,839,694.04	-	

To receive and allocate funds for the Mt Moriah Waterline Project (Project 25-2) funded by State ARPA Funds.

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

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

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



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Discussion of Interim Finance Director Position**

**DETAILS:**

Consider the approval of Town Manager Michael Ambrose assuming the role of Finance Director in the Interim until a qualified applicant joins our staff.



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Consideration

**SUBJECT:** **Consider the Approval of Two Public Works Vehicles to be purchased from the State Contract Pricing**

**DETAILS:**

Consider the approval of a 2025 Chevrolet Silverado Custom from Modern Chevrolet for the Public Works Director in the amount of \$46,545.00 This vehicle will be used for meeting with contractors, conducting site inspections, helping as needed with outages, and moving materials as needed.

Additionally consider the approval of a 2025 Ford F-150 SuperCrew from Hendersonville Ford for the Electric Crew in the amount of \$41,469.00 This truck will replace truck #33, which is the same make and model, it will be utilized for call out purposes and daily task around town. This truck will also be utilized by the proposed meter technician position.

I make the recommendation to purchase the 2025 Chevrolet Silverado Custom from Modern Chevrolet, and the 2025 Ford F-150 Super Crew from Hendersonville Ford, under the state contract pricing.



### Detail Report for Customer

MODERN CHEVROLET, LLC  
5955 UNIVERSITY PARKWAY, WINSTON-SALEM, NC, 27105  
336-722-4191

Customer/Company: undefined Sales Consultant:  
Address: undefined

Vehicle #1: 2025 Chevrolet 1500 Silverado	VIN/Order #	MSRP	Stock #
	DVQF53	\$49,945.00	N/A

### Additional Vehicle Information

Body Style: 4WD, Short Crew-CK10543  
 PEG: Custom Preferred Equipment Group-1CX  
 Primary Color: Black-GBA  
 Trim: 1WT/1LT/1SP/2LT/1FL/1LS-Cloth, Jet Black, Interior Trim-H0U  
 Engine: Engine: TurboMax-L3B  
 Transmission: 8-Speed Automatic-MFC

Options:

120 Volt Electrical Receptacle, In Cab-K14	Lane Keep Assist/Departure Warning-UHX
1CX Custom Value Package-PDX	Lighting, Cargo Box, LED-UF2
1CX/2CX Convenience 1 Package-PCX	Mirrors, O/S: Power, Heated-DLF
1WT/1LT/1SP/2LT/1FL/1LS-Cloth, Jet Black, Interior Trim-H0U	OnStar Communication System-UE1
2-USBs, Second Row Charge/Data Ports-UBI	Power Seat Adjuster (Driver's Side)-A2X
8-Speed Automatic-MFC	Rear Axle: 3.42 Ratio-GU6
Alternator, 220 AMP-KW5	Recovery Hooks-V76
Automatic Emergency Braking-UHY	Remote Engine Starting Pkg-BTV
Black-GBA	Seats: Front 40/20/40 Split-Bench, Full Feature-AZ3
Chevrolet Infotainment, 7" Color Screen-IOR	Sensor, Forward Collision Alert-UEU
Cruise Control-K34	Sensor, Front Pedestrian Braking-UKJ
Custom Preferred Equipment Group-1CX	SiriusXM Satellite Radio (subscription)-U2K
Defogger, Rear Window, Electric-C49	Spare Tire Lock-SAF
Durabed-E63	Speaker System: Standard Sound System-UQF
Engine: TurboMax-L3B	Standard Tailgate-QK1
Federal Emissions-FE9	Tailgate Function-EZ Lift, Power Lock & Release-QT5
Floor Covering: Carpet, Color Keyed-B30	Theft Protection System, Unauthorized Entry-UTJ
Following Distance Indicator-UE4	Tire, Spare: 255/80 R17 All Season, Blackwall-QAQ
GVW Rating 7000 Lbs-C5W	Tires: 275/60 R20 All Season, Blackwall-QAB
Glass, Deep Tinted-AKO	Trailer Package-Z82
Headlamps, IntelliBeam-TQ5	Wheels, 20" x 9" Silver Painted Aluminum-NZP
Keyless Remote Entry-AQQ	

### Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.

49,945.00

Gov Discount -3400.00

---

5714 In Line      46,545

630

---

47,175.00

Prepared for: , Town of Landis

2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)

Price Level: 515



**Client Proposal**

Prepared by:  
Jeff Williams  
Office: 182-869-34281  
Email: jeffwilliams@parksautogroup.com  
Quote ID: 1114202407  
Date: 11/14/2024



**Prepared for:**

Town of Landis  
Prepared by: Jeff Williams  
11/14/2024

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

---

**2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)**

Price Level: 515 | Quote ID: 1114202407

---

**, Town of Landis**

Re: Quote ID 1114202407 11/14/2024

---

To Whom It May Concern,

All pricing provided in this quote is based on, and follows the guidelines of, the North Carolina Sheriffs' Association Vehicle Procurement Program. Contract # 25-11-0912. Specification # 212

Sincerely,

**Jeff Williams**  
Fleet Manager  
182-869-34281  
jeffwilliams@parksautogroup.com

**Prepared for:**

Town of Landis

Prepared by: Jeff Williams

11/14/2024

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

**2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)**

Price Level: 515 | Quote ID: 1114202407

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**Prepared for:**

Town of Landis

Prepared by: Jeff Williams

11/14/2024

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

**2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)**

Price Level: 515 | Quote ID: 1114202407

**As Configured Vehicle**

Code	Description
------	-------------

**Base Vehicle**

W1L	Base Vehicle Price (W1L)
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**Packages**

101A	<b>Equipment Group 101A Standard</b> <i>Includes:</i> <ul style="list-style-type: none"> <li>- Engine: 2.7L V6 EcoBoost <i>Includes auto start-stop technology.</i></li> <li>- Transmission: Electronic 10-Speed Automatic <i>Includes SelectShift with progressive range select and selectable drive modes: normal, ECO, sport, tow/haul, slippery, deep snow/sand and mud/rut.</i></li> <li>- 3.55 Axle Ratio</li> <li>- GVWR: 6,650 lbs Payload Package</li> <li>- Tires: 265/70R17 BSW A/T</li> <li>- Wheels: 17" Silver Steel</li> <li>- Radio: AM/FM Stereo w/6 Speakers <i>Includes auxiliary audio input jack.</i></li> <li>- SYNC 4 w/Enhanced Voice Recognition <i>Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility, digital owners manual and conversational voice command recognition.</i></li> </ul>
------	--

**Powertrain**

99P	<b>Engine: 2.7L V6 EcoBoost</b> <i>Includes auto start-stop technology.</i>
44G	<b>Transmission: Electronic 10-Speed Automatic</b> <i>Includes SelectShift with progressive range select and selectable drive modes: normal, ECO, sport, tow/haul, slippery, deep snow/sand and mud/rut.</i>
X19	<b>3.55 Axle Ratio</b>
STDGV	<b>GVWR: 6,650 lbs Payload Package</b>

**Wheels & Tires**

STDTR	<b>Tires: 265/70R17 BSW A/T</b>
64C	<b>Wheels: 17" Silver Steel</b>

**Seats & Seat Trim**

A	<b>Vinyl 40/20/40 Front Seat</b>
---	----------------------------------

**Other Options**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

**Prepared for:**

Town of Landis  
Prepared by: Jeff Williams  
11/14/2024

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

**2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)**

Price Level: 515 | Quote ID: 1114202407

**As Configured Vehicle (cont'd)**

Code	Description
145WB	145" Wheelbase
STDRD	Radio: AM/FM Stereo w/6 Speakers <i>Includes auxiliary audio input jack.</i>  <i>Includes:</i> - SYNC 4 w/Enhanced Voice Recognition <i>Includes 12" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility, digital owners manual and conversational voice command recognition.</i>
153	Front License Plate Bracket <i>Standard in states where required by law, optional to all others.</i>
PAINT	Monotone Paint Application

**Fleet Options**

WARANT	Fleet Customer Powertrain Limited Warranty  Requires valid FIN code.  <i>Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.</i>
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**Emissions**

425	50 State Emissions System
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**Exterior Color**

YZ_01	Oxford White
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**Interior Color**

AS_02	Black w/Medium Dark Slate w/Vinyl 40/20/40 Front Seat
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**Prepared for:**

Town of Landis  
Prepared by: Jeff Williams  
11/14/2024

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2025 F-150 4x4 SuperCrew Cab 5.5' box 145" WB XL (W1L)

Price Level: 515 | Quote ID: 1114202407

## Pricing Summary - Single Vehicle

			<b>MSRP</b>
<i>Vehicle Pricing</i>			\$49,775.00
<b>Subtotal</b>			<b>\$49,775.00</b>
 <i>Pre-Tax Adjustments</i>			
<b>Code</b>	<b>Description</b>		
Discount	Dealer Discount		-\$4,506.00
Ford Gvmnt GPC	Government GPC		-\$3,800.00
<b>Total</b>			<b>\$41,469.00</b>

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval to Award the Landis Ridge Electric Material Bid (Project 25-71)**

**DETAILS:**

The Town of Landis requested bids furnishing electrical distribution materials to serve Landis Ridge, Building 2 Phase I. Bids were opened at Town Hall on December 18, 2024.

The Town received bids from eight suppliers and each item was evaluated on specification, cost, and delivery. The materials were separated into five schedules and bid on independently. Schedule I is for three transformers, Schedule II is for the 1/0 primary wire and associated copper wire needed in transformers, Schedule III is for the terminations of the primary wire both overhead and transformer connections. Schedule IV is for two junction boxes which will allow for additional services to be energized, and Schedule V Miscellaneous Materials are for items such as ditch tape, conduit, straps, dead end shoes, and switches. Bids were received from TEMA, Sunbelt Solomon, JST Power, WEG, Howard Industries, TTES, Border States, and WESCO.

I make the recommendations for the following by schedule: Schedule I - Padmounted Transformers, from TEMA, in the amount of \$55,236.00, Schedule II - Conductors, from Border States in the amount of \$39,200.00, Schedule III - Connectors & Terminators, from Border States in the amount of \$7,614.00, Schedule IV - Junction Boxes, from Border States in the amount of \$4,988.00, and Schedule V - Miscellaneous Material, from WESCO in the amount of \$2,580.18.



# Southeastern Consulting Engineers, Inc.

December 20, 2024

Mr. Blake Abernathy  
Public Works Director  
P.O. Box 8165  
Landis, North Carolina 28088

Ref.: Bid Recommendation  
Material for Landis Ridge Building 2

Dear Blake:

The Town received proposals on December 18, 2024, from eight suppliers and representatives solicited for providing electrical material necessary for service to Building 2 of Landis Ridge. A bid tabulation is enclosed.

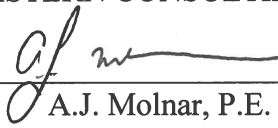
We have evaluated each item quoted based on compliance with specifications, cost, and delivery. These are the bidders we are recommending and amount of award.

Schedule I - Padmounted Transformers	TEMA	\$ 55,236.00
Schedule II - Conductors	Border States	39,200.00
Schedule III - Connectors & Terminators	Border States	7,614.00
Schedule IV - Junction Boxes	Border States	4,988.00
Schedule V - Miscellaneous Material	WESCO	<u>2,580.18</u>
Total Recommended Excluding Sales Tax		\$109,618.18

Please let us know if you agree with our recommendations or need additional information to generate a purchase order.

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By   
A.J. Molnar, P.E.  
Vice President

AJM/lc  
Enclosure

**BID TABULATION**  
Material for Landis Ridge Building 2

Town of Landis  
Landis, North Carolina

Bid Date: December 18, 2024  
Time: 2:00 PM, EST

<u>Bidder</u>	<u>TEMA</u> Raleigh, NC	<u>Sunbelt Solomon</u> Temple, TX	<u>JST Power</u> Lake Mary, FL	<u>WEG</u> Washington, MO	<u>Howard Ind.</u> Laurel, MS
<b><u>Schedule I</u></b> Padmounted Transformers	\$ 55,236.00	\$ 55,681.00 * Rebuilt	\$ 69,939.00	\$ 86,406.00	\$ 91,358.00
<b><u>Schedule II</u></b> Conductors	\$ NQ	\$ NQ	\$ NQ	\$ NQ	\$ NQ
<b><u>Schedule III</u></b> Connectors & Terminators	\$ NQ	\$ NQ	\$ NQ	\$ NQ	\$ NQ
<b><u>Schedule IV</u></b> Junction Boxes	\$ NQ	\$ NQ	\$ NQ	\$ NQ	\$ NQ
<b><u>Schedule V</u></b> Miscellaneous Items	\$ NQ	\$ NQ	\$ NQ	\$ NQ	\$ NQ

**BID TABULATION**  
Material for Landis Ridge Building 2

Town of Landis  
Landis, North Carolina

Bid Date: December 18, 2024  
 Time: 2:00 PM, EST

<u>Bidder</u>	<u>TTES</u> Ft. Lauderdale, FL	<u>Border States</u> Greenville, SC	<u>WESCO</u> Clayton, NC	
<b><u>Schedule I</u></b> Padmounted Transformers	\$ <u>144,900.00</u>	\$ <u>NQ</u>	\$ <u>NQ</u>	\$ _____
<b><u>Schedule II</u></b> Conductors	\$ <u>NQ</u>	\$ <u>39,200.00</u>	\$ <u>47,100.00</u>	\$ _____
<b><u>Schedule III</u></b> Connectors & Terminators	\$ <u>NQ</u>	\$ <u>7,614.00</u>	\$ <u>8,649.00</u>	\$ _____
<b><u>Schedule IV</u></b> Junction Boxes	\$ <u>NQ</u>	\$ <u>5,690.00</u>	\$ <u>5,900.00</u>	\$ _____
<b><u>Schedule V</u></b> Miscellaneous Items	\$ <u>NQ</u>	\$ <u>4,628.30</u>	\$ <u>2,580.18</u>	\$ _____

\*Acceptable Alt.  
 \$4,988.00



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of DC & Frances Linn Park Groundbreaking on May 2, 2025**

**DETAILS:**

Consider Approval of the DC and Frances Linn Park Groundbreaking for Friday May 2, 2025 to kick off the Love Landis Week 2025. I make this date recommendation to kick off the Love Landis Week, and Town Staff are working to get some of Phase 1 started in the month of May 2025, with the funds the Town currently has earmarked in the park account.





# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of 2025 Budget Retreat Dates of March 19th, 2025, and April 16th, 2025**

**DETAILS:**

Consider the Approval of the 2025 Annual Budget Retreat on Wednesday, March 19, 2025 and Wednesday, April 16, 2025.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval of Adding a Water/Sewer Resources Technician Position, Meter Technician Position, and Part-Time Planning, Zoning, Subdivision Administrator Position along with Corresponding Budget Amendment #18**

**DETAILS:**

Consider the approval of adding a Water/Sewer Resources Technician Position and a Meter Technician Position under salary grade 15 to the Public Works Department. According to the NCDEQ, the Town has reached 5,510 residents which requires staff to double the amount of water sample testing beginning December 1st, 2024. Additionally, several hundred locates are being requested from staff monthly, and meter tampering has been on the rise over the past year. Due to the increased work load, staff have been unable to complete capital projects, change out meters, or special projects for new development. These new positions would help to strengthen the Water/Sewer and Electric Departments by being able to keep up with deferred maintenance on our systems.

Additionally, Consider the approval of a Part-Time Planning, Zoning, Subdivision Administrator Position with a pay range of \$30-\$35 per hour. This position brings all Planning and Zoning Staff under the direction of the Town.

Budget Amendment #18 will be needed to account for these added positions.

Town of Landis, NC  
 Budget Amendment #18  
 Monday, January 13, 2025

Account Number	Description	Current Amount	Increase	Decrease	Adjusted Budget
10-5000-5020	Admin Part Time Salaries	-	16,000.00	-	16,000.00
10-5000-5260	Planning and Zoning Expenses	80,000.00		16,000.00	64,000.00
20-0000-4999	Fund Balance Appropriation	101,166.02	22,500.00		123,666.02
20-1000-5010	Salaries	110,062.00	22,500.00		132,562.00
30-3000-5010	Salaries	745,560.00	22,500.00		768,060.00
30-3000-5990	Capital Outlay	1,708,495.00		22,500.00	1,685,995.00
			83,500.00	38,500.00	

To add Planning Director, Meter Technician, and Water Resources Technician Positions.

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

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

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



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Considerations

**SUBJECT:** **Consider Approval to Award the Lake Landis Streambank Stabilization Bid to Alliance Integrated Solutions Inc. in the amount of \$300,000 (Project 25-14)**

**DETAILS:**

The Town was awarded \$300,000 dollars in NC Streamflow Rehabilitation Assistance Program Grant Funding in 2024. This funding allows for the vegetation to be removed from Lake Landis Dam, and conduct repairs to the dam, without a local match. The Response for Proposal (RFP) for this project was advertised online, and in the Salisbury Post twice (the first deadline was November 15, 2024, and the second was December 23, 2024), due to a lack of vendors responding to the advertisement. The only vendor to respond to the RFP was Alliance Integrated Solutions, Inc in the amount of \$300,000. I make the recommendation to award this project to Alliance Integrated Solutions in the amount of \$300,000.

**PROPOSAL**  
**Town of Landis**

**STREAMBANK STABILIZATION FOR LANDIS LAKE DAM  
STREAM REHABILITATION ASSISTANCE PROGRAM**

Proposal Due Date: Tuesday, December 3, 2024 at 3:00 PM

---

To:



312 S. Main Street  
Landis, NC 28088

From:



Alliance Integrated Solutions  
Inc.

120 W 3rd Street  
Pembroke, NC 28372  
(910) 734-8264

**LETTER OF SUBMISSION**

December 2, 2024

Alliance Integrated Solutions NC, Inc.  
Post Office Box 205  
120 W Third Street  
Pembroke, NC 28372



Town of Landis  
312 S. Main Street  
Landis, NC 28088

Dear Town of Landis,

The information contained in this proposal or any part thereof, including any exhibits, and other documents and instruments delivered to the Town, is true, accurate, and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the Town as to any material facts.

In preparation of the response, AIS conducted a comprehensive site assessment to identify areas requiring attention.

As Chief Operating Officer, I am the designated point of contact and have binding authority for the Request for Qualification (RFQ). My office can be contacted by phone at (910) 734-8264 or email at [patrick@alliance-nc.com](mailto:patrick@alliance-nc.com).

Alliance Integrated Solutions NC, Inc. is a drug-free workplace, Minority Owned Business and a qualified Disadvantaged Business. For more information, visit our website at [www.alliance-nc.com](http://www.alliance-nc.com).

If you have questions or need further information, please contact me directly.

A handwritten signature in black ink, appearing to read "Patrick B. Strickland".

Patrick B. Strickland  
Chief Operating Officer

**SECTION 5: RFP TIMELINE**

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

Site Walkthrough (Required)..... Monday, November 25, 2024, at 10:00 AM

Closing date to submit application..... Tuesday, December 3, by 3:00 PM

Present to the Town Council ..... Monday, January 13, 2024

Vendor notification and contract negotiation ..... Tuesday, January 28, 2024

**Proposal Attachments**

**1 - Town of Landis Streambank Stabilization for Landis Lake Dam Project Proposal Form & Signature Page**

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

The undersigned hereby submits the following proposal for the cost of Contactor/Construction services as described within this Request for Proposal document:

Business Name Alliance Integrated Solutions NC, INC.

Representative Name/Title Patrick Strickland, Chief Operating Officer

Address 120 W 3rd Street, Pembroke, NC 28372

Office Phone (910) 734-8264 Cell Phone (910) 734-8264

Website www.alliance-nc.com

Email patrick@alliance-nc.com

Material Costs	Labor Costs	Other / Note
\$75,000	\$100,000	\$125,000 (Equipment)

**Total Cost** \$300,000.00

Payment will be made to the contractor within 30 days upon receiving the monthly invoice. The invoice shall include date(s) of service and the amount for each date. Special services provided will be billed via a separate invoice and described by the service provided and the date it was provided.

Authorized Signature Patrick Strickland Date December 2, 2024

**2 - Proposal References**

Please list three (3) client references. The Town reserves the right to contact references other than, and/or in addition to, those being furnished below.

Business Name Robeson County Government

Address 550 North Chestnut Street, Lumberton, NC 28358

Contact Name Kellie H. Blue, County Manager Phone (910) 671-3022

Business Relationship Client

Business Name Rockingham County Soil and Water Conservation District

Address 525 NC Highway 65, Reidsville, NC 27320

Contact Name Jason Byrd, Conservationist Phone (336) 342-8260

Business Relationship Client

Business Name Town of Leland

Address 102 Town hall Drive, Leland, NC 28451

Contact Name Will Lear, Project Manager Phone (910) 408-9425

Business Relationship Client

**3 - Proposal Company Narrative**

Company Name Alliance Integrated Solutions NC, INC.

Number of Employees 18 Years of Operation 2.5

Current Clients Robeson County, Hoke County Emergency Management, Robeson County Drainage Districts, Robeson County Church and Community Center, and Ceres Environmental Operations.



Please include a brief narrative in the space below to include any additional information you wish to share that may assist us in choosing the best vendor for our needs.

Our firm has a proven track record of successful demonstration of debris removal, chipping, burning, and piling outside of the floodplain, including disposal and other clean-up activities associated with and woody debris, and post-consumer debris deposited or floated in the identified stream segments.

Alliance Integrated Solutions NC, Inc. offers a team of professionals that specializes in the technical and administrative processes to include drafting regular reports to NCDCA to satisfy StRAP reporting, stream debris removal and methods, accounting and fiscal reporting. AIS is committed to offer tailored support to the Town of Landis to protect and restore the integrity of its waterway and drainage infrastructure. At the forefront of our guiding principles, our team is committed to provide practical environmental solutions to the Town of Landis.

Our team is equipped to complete the outlined scope of work with access to the Alliance Integrated Solutions NC fleet of equipment.

Within the past six (6) years, Alliance Integrated Solutions NC has successfully completed approximately 272 miles or 1,436,426 linear feet of Streamflow Rehabilitation Assistance Program (StRAP) and other waterway debris removal projects.

#### 4 - Property/Liability and Workers' Compensation Certification

The selected vendor must provide a Certificate of Insurance including workers' compensation coverage naming the Town as additional insured with minimum insurance requirements of \$1,000,000.

- I understand that, if my proposal is selected, I will be required to provide a Certificate of Insurance with a minimum coverage of \$1,000,000 naming the Town of Landis as additional insured.
- I hereby certify that I have and will maintain in full force and effect a policy of Workers' Compensation Insurance in compliance with the Laws of the State of North Carolina with the following insurance company:

Insurance Company  
 Name McGriff Insurance Services, LLC

---

Agent's Name, Address, Telephone  
5080 Spectrum Drive, Suite 900E, Addison, TX 75001

---

Policy Number FEI-ECC-35799-00 Effective Date 8/22/2024

#### 5 - Proposal Independent Contractor Statement

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative, or employee of the Town for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed.

The Contractor represents that it has, or will secure at its own expense, all personnel required in performing services. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required, shall have no contractual relationship with the Town, shall not be considered employees of the Town and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of North Carolina on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the Town; and the Contractor shall defend, indemnify and hold the Town, its officers, agents and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Town, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers Compensation, Unemployment Insurance, disability, or severance pay.

Company/Individual Name Alliance Integrated Solutions NC, INC.

Official Address 120 W 3rd Street, Pembroke, NC 28372

Signature & Title Patrick Strickland Chief Operating Officer

Date: December 2, 2024

**6 - Certification Regarding Lobbying**

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

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

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

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

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

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

Signature of Firm's Authorized Official Patrick Strickland

Name and Title of Firm's Authorized Official Patrick Strickland, Chief Operating Officer

Date December 2, 2024

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

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

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

Firm is proposed as: Prime firm  Sub-firm

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

Yes No

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

Yes No

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

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

- Yes  (See attached certifications)
- Indian Economic Enterprise
- Indian Small Business Economic Enterprise
- Minority-Owned Business
- Self Certified Small Disadvantaged Business
- DOT Certified DBE
- Native American Owned

Legal name of the firm and physical address:  
Alliance Integrated Solutions NC, INC., 120 W 3rd Street, Pembroke, NC 28372

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

*Patrick Strickland*

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

Patrick Strickland, Chief Operating Officer

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

Date December 2, 2024



**ROBESON COUNTY**  
**Board of Commissioners**

**Commissioners**

**Wixie Stephens, Board Chair**  
**Tom Taylor, Vice Chairman**

**Pauline Campbell**  
**John Cummings**

**Faline L. Dial**  
**David Edge**

**Lance Herndon**  
**Judy Sampson**

**Kellie Hunt Blue, County Manager**

**K. Robert Davis**  
**County Attorney**

**Hope Brayboy**  
**Deputy Clerk to the Board**

**Tammy Freeman**  
**Clerk to the Board**

October 20, 2022

To Whom It May Concern:

I am writing to recommend Alliance Integrated Solutions (AIS), Inc. for their skill set, service delivery and knowledge of the Streamflow Rehabilitation Assistance Program (StRAP). As manager of Robeson County, I entered into a Service Agreement with AIS on July 19, 2022 to assist in protecting and restoring the integrity of drainage infrastructure to existing streams and drainage ways in Robeson County. AIS provided storm debris removal activities including cutting and removing downed trees, broken tops, leaning trees as specified and/or identified, woody debris that impedes water flow in Robeson County.

During the Robeson County StRAP project, AIS demonstrated why they have a reputation for top-quality work and reliability. The agreement made between Robeson County and AIS was set to expire on September 1, 2022. AIS successfully completed the agreed scope of work on August 18, 2022 and helped Robeson County to complete the project before its deadline. Moreover, AIS has been efficient in communicating with my office and was accommodating to StRAP project inquiries, proving working with them has been consistent and reliable.

Alliance Integrated Solutions, Inc. can be an asset to any organization, local or county government that hires their services. If you have questions or need further information about Alliance Integrated Solutions, Inc., please feel free to email me at [kellie.blue@co.robeson.nc.us](mailto:kellie.blue@co.robeson.nc.us) or to call me at 910-671-3022.

Sincerely,

Kellie Hunt Blue  
County Manager



525 NC 65, Suite 100  
Reidsville, NC 27320-8861  
(336) 342-8260

August 13, 2024

To Whom It May Concern:

It is my pleasure to refer the environmental services of Alliance Integrated Solutions NC (AIS).

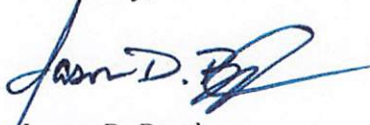
The Rockingham Soil and Water Conservation District had the opportunity to work with AIS and experienced high-quality work, competence, enhanced safety standards, and effortless communication.

As a minority owned small business, AIS is an enthusiastic team dedicated to ensuring an impeccable quality of work. Their attention to detail illustrates their commitment to service delivery and ensuring success of their projects.

The Rockingham Soil and Water Conservation District is happy to refer Alliance Integrated Services NC as a flood mitigation service provider.

If you have questions, please feel free to contact our office at (336) 342-8260.

Sincerely,



Jason D. Byrd  
Conservationist



102 Town Hall Drive | Leland, NC 28451 | (910) 371-0148

**Letter of Recommendation**

April 14, 2023

To Whom it May Concern,

The Town of Leland contracted with Alliance Integrated Solutions to perform work associated with stream cleanup and debris removal as part of the NC Streamflow Rehabilitation Program. Through discussions and coordination, AIS was able to complete the project quickly and effectively, surpassing our expectations with the project. They worked to address several items that needed additional attention in a quick manner and made sure that the project was completed up to our level of approval. I would recommend them for similar jobs and wouldn't hesitate to work with them again in the future for any other Town needs. If you have any questions, please feel free to contact me at 910-726-3196.

Best Regards,

Will Lear  
Project Manager



Engineering  
Landscape Architecture  
Surveying

To Whom It May Concern:

I am writing this letter to recommend Alliance Integrated Solutions, Inc. (AIS) for their expertise in environmental clearing work. I have had the pleasure of working with AIS on a Streamflow Rehabilitation and Assistance Program (StRAP) project in the Town of Chadbourn, NC (Town). The Town entered into an agreement with AIS on March 27<sup>th</sup>, 2023 to assist in the restoration of critical drainage ways in the southeastern part of the Town that have been a nuisance to residents and public works employees for years. AIS provided debris removal and clearing activities, including the cutting and removal of fallen trees, leaning trees, and an abundance of old and new vegetative growth within the ditches that had been impeding water flow.

Throughout the Chadbourn StRAP project, AIS was the epitome of professional. As the Town's engineer/representative, I handled the day-to-day contact with AIS and was able to witness firsthand the attention to detail and efficiency in their work. The most impressive aspect of working with AIS was their response time to comments from agency inspectors. Town employees and residents were very pleased with the result of the clearing work completed by AIS, and in the eyes of the engineer and the Town, AIS fulfilled their obligations of the contract in early July. Despite that, AIS remobilized workers and equipment to Chadbourn multiple times with great efficiency to address comments issued after inspection(s). Since the completion of the project, the Town of Chadbourn has not reached out to LKC with any complaints about drainage issues in the area(s) in which AIS performed work.

Alliance Integrated Solutions, Inc. was a critical asset to the Town throughout the project, and I believe they can be an asset to anyone who wishes to hire their services. If you have any questions, please do not hesitate to contact me at (910) 420-1437 or zach@LKCEngineering.com

Sincerely,  
LKC Engineering, PLLC

A handwritten signature in blue ink that reads 'Zachary C. Bennett'.

Zachary C. Bennett, E.I.



# ALLIANCE INTEGRATED SOLUTIONS NC, INC

Section 7, Item 7.7

Unique Entity ID <b>TMGWCCR5HK1</b>	CAGE / NCAGE <b>9YU43</b>	Purpose of Registration <b>All Awards</b>
Registration Status <b>Active Registration</b>	Expiration Date <b>Jul 23, 2025</b>	
Physical Address <b>120 W 3RD ST Pembroke, North Carolina 28372-7016 United States</b>	Mailing Address <b>120 W 3RD ST Pembroke, North Carolina 28372-7016 United States</b>	

## Business Information

Doing Business as <b>(blank)</b>	Division Name <b>(blank)</b>	Division Number <b>(blank)</b>
Congressional District <b>North Carolina 07</b>	State / Country of Incorporation <b>North Carolina / United States</b>	URL <b>(blank)</b>

## Registration Dates

Activation Date <b>Jul 25, 2024</b>	Submission Date <b>Jul 23, 2024</b>	Initial Registration Date <b>Jul 23, 2024</b>
--	--	--

## Entity Dates

Entity Start Date <b>Jul 18, 2022</b>	Fiscal Year End Close Date <b>Dec 31</b>
--	---

## Immediate Owner

CAGE <b>(blank)</b>	Legal Business Name <b>(blank)</b>
------------------------	---------------------------------------

## Highest Level Owner

CAGE <b>(blank)</b>	Legal Business Name <b>(blank)</b>
------------------------	---------------------------------------

## Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?  
**No**

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?  
**Not Selected**

## Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?  
**No**

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?  
**Not Selected**

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?  
**Not Selected**

## Exclusion Summary

Aug 07, 2024 08:13:13 PM GMT  
<https://sam.gov/entity/TMGWCCR5HK1/coreData?status=null>

Active Exclusions Records?

No

**SAM Search Authorization**

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

**Entity Types**

**Business Types**

Entity Structure

Entity Type

Organization Factors

**Corporate Entity (Not Tax Exempt)**

**Business or Organization**

**(blank)**

Profit Structure

**For Profit Organization**

**Socio-Economic Types**

Indian Economic Enterprise

Indian Small Business Economic Enterprise

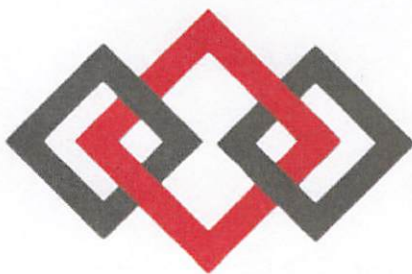
Minority-Owned Business

Self Certified Small Disadvantaged Business

DOT Certified DBE

Native American Owned

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.



# ALLIANCE INTEGRATED SOLUTIONS NC, INC.

ALLIANCE-NC.COM



## OUR IMPACT

**1,436,426**

**Linear Feet**

- DEBRIS REMOVAL**
- FLOOD PREVENTION**
- STABILIZATION**
- RESTORATION**

## WHY TRUST US

Welcome to Alliance Integrated Solutions NC and 247, a passionate group of individuals committed to making a positive impact on the environment. Our goal is to reduce pollution, protect wildlife, and promote sustainable living. Explore our websites to learn more about our campaigns, events, and volunteer opportunities.

Our team has comprehensive experience relating to waterway and land-based debris removal, including clearance and removal, and/or disposal of items such as trees, woody debris, sand, mud, silt debris, vegetation, or other obstructions on public property, and personal property.



Vernon Cox (Retired), director of the N.C. Division of Soil and Water Commission surveying Coharie Intra-Tribal Council Flood Mitigation Project



## President & CEO Trey Winfree

As North Carolina's only American Indian owned environmental sustainability management firm, the AIS team has attained a maximum level of competence in stream restoration over the past 6 years.

As President, I managed the expansion of AIS from a single-county operation to a state-wide portfolio.

Our team continues to actively expand operations beyond our state's borders.

## Our Company's Growth & Success

As we enter the Q2 2024, we are thrilled to share that our company experienced significant growth and success in 2024.

Our hardworking team has successfully implemented new strategies and projects, resulting in an increase in revenue and market value.

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At the helm of our guiding principles is a commitment to providing high-quality, practical environmental solutions to our clients. Our team has comprehensive experience in waterway and land-based debris removal of woody vegetation, building components, or other obstructions to caused by storm related events.

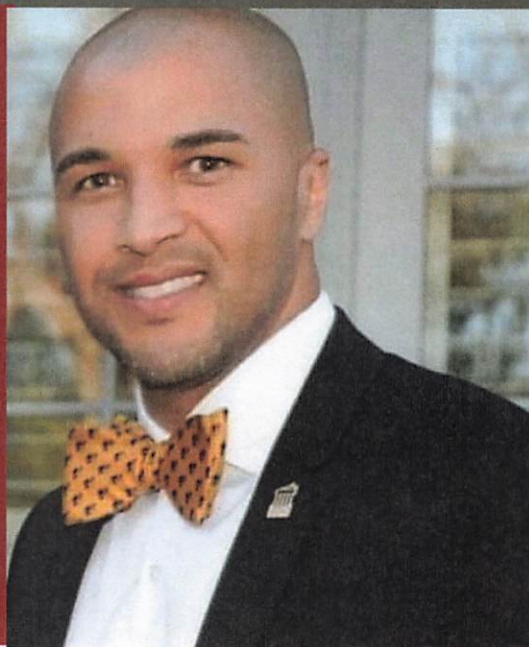
## Vice President Mark Wells



Experienced Project Manager with over 29 years in construction and disaster-related debris management, specializing in large-scale projects and emergency responses. Proven expertise in overseeing extensive operations, managing teams, and ensuring safety and efficiency in challenging environments.

## Chief Operating Officer Patrick B. Strickland

Management professional with a successful track record of federal policy development and project management. Significant track record of enhancing operation through comprehensive policy and marketing initiatives. Proven leadership with tribal, non-tribal, and federal entities to deliver critical decision-making information. Results oriented advocate for federal and state programs to form policy and secure funding.



## Chief Finance Officer Dawn Wells



Our team brings more than a decade of corporate finance experience and leadership. Dawn offers diverse community leadership, in addition to management of contracts and sub-contractors, invoicing, and proposal submissions.

## Our Clients



# OUR SERVICES

*Environmental Stability through Sustainable Management!*



## Stream Debris Removal

Stream debris removal activities restore and protect drainage infrastructure of both natural streams and small watershed structural projects. Our team is committed to prevent future flooding, restore streams, and reduce risks to life and property.

## Forestry

Our forest management services focus on managing vegetation, restoring ecosystems, reducing hazards, and maintaining forest health.

## Infrastructure

Infrastructure can be affected by natural hazards, man-made threats, as well as an imbalance between resources invested and the structure's age.

Our team's focus includes municipal and industrial water supplies, agricultural irrigation, sediment and flood control, river navigation, industrial waste management, and recreation.

## Right of Way

At the heart of our company are our core values centered on our Environmental and Energy division, primarily focusing on Utility and Power Line ROW maintenance.

Complying with stringent standards, we follow the North American Electric Reliability Corporation's FAC 003-4 and the American National Standards Institute's (ANSI) A300-Part 7 Integrated Vegetation Management (IVM) Standard.

## Our Clients



# About Alliance Integrated Solutions NC

At Alliance Integrated Solutions, our mission is to protect and preserve the environment for future generations. Our team has comprehensive experience in stream debris removal of woody debris, vegetation or other obstructions to improve the flow of channels and streams to prevent future flooding. We have experts in sustainable agriculture, renewable energy, and environmental policy who work together to achieve mission-driven outcomes.



Before & After: Back Swamp Stream Debris Removal

Founded in 2018, Alliance Integrated Solutions NC was created in direct response to Hurricanes Matthew and Florence and the growing environmental concerns of frequent natural disasters. Since then, we have been dedicated to making a positive impact on the planet through advocacy, education, and community engagement.

Our history of completing similar projects across North Carolina speaks to the expertise of Alliance Integrated Solutions NC and underscores our success at identifying those areas where potential risks exist.

"The best time to prepare for flooding is before it happens."

TREY WINFREE



# OUR CLIENT PORTFOLIO

- City of Rockingham
- Coharie Intra-Tribal Council
- Columbus County Soil and Water Conservation District
- Friends of the Sampson County Waterways
- Harnett County Soil and Water Conservation District
- McDowell County Soil and Water Conservation District
- Onslow County Soil and Water Conservation District
- Robeson County Church and Community Center
- Robeson County Drainage District 1
- Robeson County Drainage District 2
- Robeson County Government
- Robeson County Soil and Water Conservation District
- Rockingham County Soil and Water Conservation District
- Sampson Soil and Water Conservation District
- Town of Chadbourn
- Town of Leland

## Flood Mitigation: Before & After



Explore our website at [alliance-nc.com](http://alliance-nc.com) to learn more about our services, commitment and past performance. **Together, we can make a difference!**





## Our Commitment to Safety & Innovation

Our emphasis on customer service isn't just about meeting expectations – it's about exceeding them. We've found that prioritizing customer satisfaction leads to company stability, fostering a culture of long-term employee retention. Many team members have been with us for over two decades, underscoring our dedication to a cohesive, safety-first work environment.



We're developing our third training yard – a facility dedicated to hands-on training, simulations, and continuing education.

Our new equipment, including the 2023 Jarraffs and various bucket trucks, affirms our commitment to serve safely and efficiently.

Our meticulous maintenance program ensures that our equipment is always in peak condition.

*"We aim to foster lasting relationships built on trust, understanding, and mutual growth. We value feedback, collaboration, and the constant pursuit of excellence in meeting and exceeding customer needs.."*

MARK WELLS

## Special Projects & Notable Clients

Wyoming and Nevada for the Department of Interior  
 Environmental Protection Agency  
 Bureau of Land Management  
 U.S. Department of Agriculture  
 Pacific Gas & Electric  
 Chef Jose Andres, World Central Kitchen  
 Three Star Enterprises



Streambank Stabilization Bid Opening  
 Project #25-14



12/23/24 @ 10am  
 2nd bid opening

	#1	#2	#3	#4	Weight	Score
Vendor	Alliance Integrated					
Materials						
Labor						
Other costs						
Total Price						
Price	1				50%	
Availability	1				25%	
Qualifications	1				25%	
Totals	3	0	0	0	1	

0.5	0	0	0
0.25	0	0	0
0.25	0	0	0
1	0	0	0



## CAPITAL PROJECT ORDINANCE

### Streambank Stabilization for Lake Landis Dam 25-14

**BE IT ORDAINED** by the Town of Landis Board of Aldermen that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1:** The project authorized is the *Streambank Stabilization for Lake Landis Dam* to be funded by the North Carolina Streamflow Rehabilitation Assistance Program.

**Section 2:** The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein. This is a project length budget wherein the Capital Project Fund will remain operational for the term of this project

**Section 3:** The following expenditure amounts are appropriated for the project:

Material Costs	\$	75,000.00
Labor Costs	\$	100,000.00
Other Equipment Costs	\$	125,000.00
<b>Total Project Costs</b>	<b>\$</b>	<b>300,000.00</b>

**Section 4:** The following financing source is anticipated to be available to complete this project:

NCSRAP Award	\$	300,000.00
<b>Total</b>	<b>\$</b>	<b>300,000.00</b>

**Section 5:** The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and the federal regulations. The terms of the bond resolution also shall be met.

**Section 6:** Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agency in an orderly and timely manner.

**Section 7:** The Finance Director is directed to report, on a quarterly basis, on the financial status of each Project element in Section 3 and on the total grant/loan revenues received or claimed.

**Section 8:** The Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

**Section 9:** Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, to the Budget Officer, and the Finance Officer for direction in carrying out this project.

Duly adopted this \_\_\_\_ day of \_\_\_\_\_ 2025

\_\_\_\_\_  
Meredith Bare Smith, Mayor

**ATTEST:**

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



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** October 14, 2024

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Old Business

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

**DETAILS:**

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

## Construction Entities, LLC

**Date:** 10-8-2024

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

Todd Drolshagen

704-237-7610

**Subject:** Landis town Hall  
roof paint

**Client:** City of Landis

Dear Mr. Ambrose,

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

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

### **DOCUMENTS**

Drawings:

Dated:

Walked site with Michael Ambrose

### **SCOPE OF WORK**

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

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

### **LUMP SUM PRICING**

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

### **CONDITIONS / ASSUMPTIONS**

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

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

## Construction Entities, LLC

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

### **EXCLUSIONS**

#### *Standard:*

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

### **SCHEDULE**

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

### **TERMS**

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

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

Construction Entities, LLC

Sincerely,

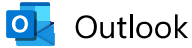
**Todd Drolshagen**

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

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

\_\_\_\_\_  
Date

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



**RE: Paint Finish Issue**

**From** tburford@mcelroymetal.com <tburford@mcelroymetal.com>  
**Date** Wed 1/8/2025 9:00 AM  
**To** Maddalyn Bergeron <mbergeron@townofflandisnc.gov>  
**Cc** bhooks@mcelroymetal.com <bhooks@mcelroymetal.com>; claims@mcelroymetal.com <claims@mcelroymetal.com>

Ms. Bergeron:

Your claim has been turned over to our claims department. Someone will respond after our thorough investigation of the project condition.

**Terry Burford**  
Regional Sales Manager | Architectural Products Group  
1207 Mendenhall Ct. | Charlotte, NC 28211  
Ph: 704-650-0727 | Email: tburford@mcelroymetal.com

[www.mcelroymetal.com](http://www.mcelroymetal.com)

Stay informed – Subscribe to our [blogs](#)



**From:** Maddalyn Bergeron <mbergeron@townofflandisnc.gov>  
**Sent:** Monday, January 6, 2025 4:36 PM  
**To:** Terry Burford <tburford@mcelroymetal.com>  
**Subject:** Re: Paint Finish Issue

Good Evening,  
I wanted to follow up on the roof here at Landis Town Hall. We had not heard anything since Ken Cooley with Lafave's construction came out to gather some photos of the roof. Was there any other information ever found out about our warranty and when it expires? Or information as far as our claim goes?

Thank you,





*Maddalyn Bergeron*

Deputy Town Clerk/Assistant to the Town Manager

704-857-2411 ext. 200

mbergeron@townoflandisnc.gov

312 S. Main St. Landis, NC 28088

www.townoflandisnc.gov

**From:** Maddalyn Bergeron <mbergeron@townoflandisnc.gov>

**Sent:** Wednesday, November 6, 2024 11:49 AM

**To:** Terry Burford <tburford@mcelroymetal.com>

**Subject:** Re: Paint Finish Issue

Mr. Burford,

I appreciate you looking into this matter for us. The issues are on the front of the building and on the front of the fire bay.

I look forward to working with you to resolve this concern.

Thank you,



*Maddalyn Bergeron*

Deputy Town Clerk/Assistant to the Town Manager

704-857-2411 ext. 212

mbergeron@townoflandisnc.gov

312 S. Main St. Landis, NC 28088

www.townoflandisnc.gov

**From:** Terry Burford <tburford@mcelroymetal.com>

**Sent:** Wednesday, November 6, 2024 10:37 AM

**To:** Maddalyn Bergeron <mbergeron@townoflandisnc.gov>

**Subject:** Paint Finish Issue

Ms. Bergeron:

We have found where we sold McElroy metal product on this project back in late 2007 early 2007.

However, we cannot not find in our warranty archives any record of a finish warranty ever being executed. This process would have required that Lafave's Construction request a finish warranty, we would supply, and that the Architect/Owner would keep a copy for their records. It appears, from speaking with Lafave's Construction that they have no record of a finish warranty ever being requested to supplied to the Town of Landis.

It is our intent to visit the jobsite next week in order to investigate and take photos of the area of repair requested. If you can let me know what are of the roof is in question it would help. I will share this information with our warranty department to determine what our next steps might be.



## Item Cover Page

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**MEETING TYPE:** Board of Alderman

**DATE:** December 9th, 2024

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

**ITEM TYPE:** Consideration

**AGENDA SECTION:** Old Business

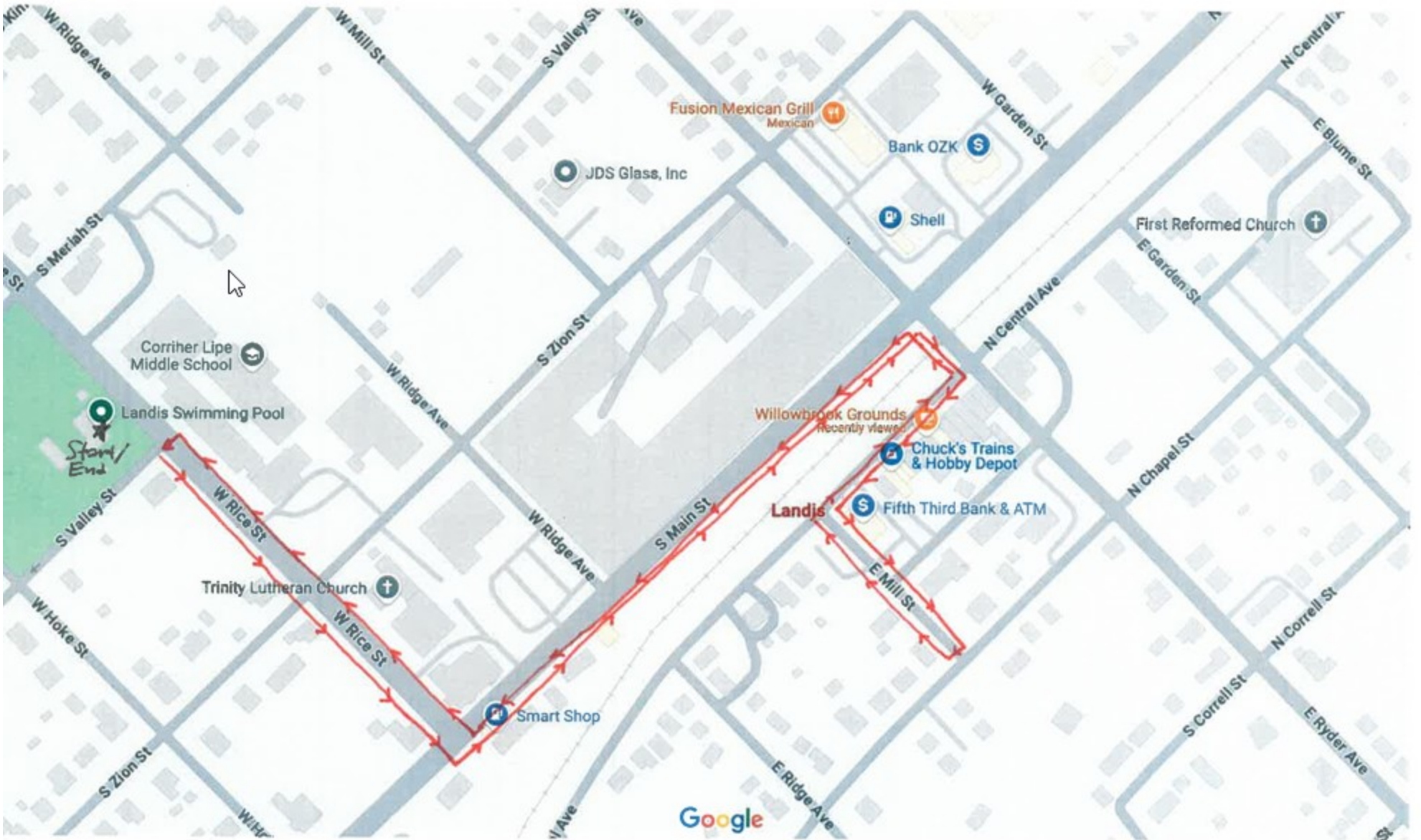
**SUBJECT:** **Consider Approval of the Routes for the Town of Landis Walking Map (Project 25-63)**

**DETAILS:**

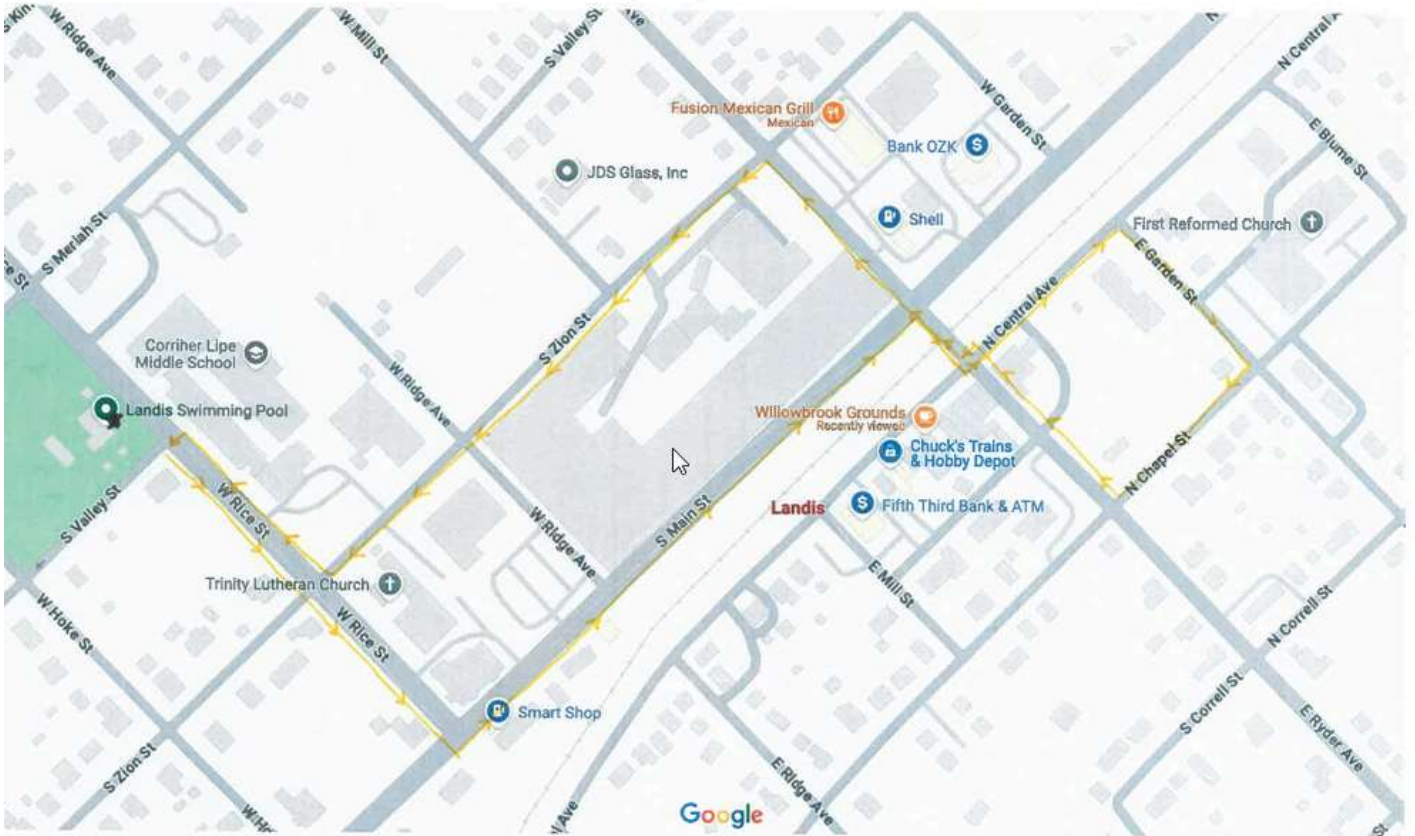
The Town of Landis Walking Map Project (Project 25-63) consists of the Town partnering with the Rowan County Health Department to develop a walking map through Landis and the Downtown area. After receiving feedback, from their initial plan, and walking other optional routes, another map was created for your consideration. These routes start at the Landis Pool and will navigate citizens, to Main Street, and along Central Avenue highlighting any historical, or community landmarks along the way.

The walking routes (referred to as "walking loops") is approximately a mile and a half in distance. The walking loops are currently being referred to as the "Red Loop" and the "Gold Loop", as those are the colors that will be used on the map and signage. Some cities and municipalities have given them names specific to their town. (Example: Rockwell, The Well Trail"). If The Town would like to consider naming them, we are asked to please submit the names along with the approved map.

Lastly, a list of highlighted landmarks have been submitted for your review and feedback. Once all map approvals are final, this project will take 4-8 weeks to complete.



Red Loop : 1.5 mi.



Gold Loop : 1.5 mi.

Map data ©2024 Google 200 ft



Landis Walking Map Landmark Suggestions

- Landis Pool
- Corriher-Lipe Middle School
- Town Hall / Landis Fire Department
- Landis Police Department
- DC & Frances Linn Community Park Site
- Landis Historical Train Depot
- Downtown Business District



# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Staff  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Reports  
**SUBJECT:** **Monthly Departmental Reports**

**DETAILS:**

Reports in Order:

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



# Item Cover Page

**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Report

**AGENDA SECTION:** Departmental Reports

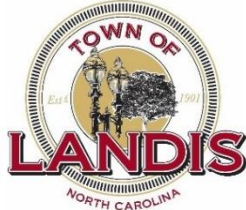
**DETAILS:** Monthly Report

<b>VIOLATION ADDRESS</b>	<b>OWNER OR OCCUPANT</b>	<b>STATUS OR CONDITIONS</b>
<b>MINIMUM HOUSING</b>		
<b>314 TOWN STREET</b>	<b>RUTH C DEADMON (HEIRS)</b>	<b>ABATMENT OF THE YARD AND THE STRUCTURE HAS BEEN BOARDED UP.</b>
<b>109 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>
<b>111 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>
<b>201 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>
<b>202 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>
<b>203 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>
<b>205 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARH TO BE CONDUCTED.</b>



<b>206 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>207 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>209 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>210 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>211 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>212 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>214 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>215 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>216 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>217 EVERHART AVENUE</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>807 NORTH ZION STREET</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>
<b>809 NORTH ZION STREET</b>	<b>MARY GRAY HILTON (HEIRS)</b>	<b>ABANDONED SUBSTANDARD HOUSING AND NUISANCE CONDITIONS. ADDITIONAL RESEARCH TO BE CONDUCTED.</b>

1020 LINN STREET	JESUS DOTELO ANDRADE & SUSANA BERNAL LORENZO	HOUSING IN SUBSTANDARD CONDITION. WILL MAKE CONTACT WITH THE HOMEOWNER.
<b>NUISANCES</b>		
107 NORTH MERIAH STREET	JAMES A HALL JR (HEIRS)	DEBRIS AND OTHER ITEMS NOTICE WAS ISSUED ON DECEMBER 18 <sup>TH</sup> WITH A DEADLINE OF JANUARY 15 <sup>TH</sup> .
402 EAST RYDER AVENUE	LARRY AND ZUBECCA BROWN	THE FRONT AND SIDE YARDS HAVE BEEN CLEANED UP. CLOSED 12/17/2024.
805 COLDWATER STEET	IGVK PROPERTIES LLC	OVERGROWTH NEAR THE REAR OF THE STORE. PROGRESS HAS BEEN MADE WILL CONTINUE TO MONITOR.
303 BUFORD DRIVE	FON ERNEST	PLANNING DEPARTMENT IS HANDLING THE FINAL ASPECTS OF THESE ISSUES.
410 MT MORIAH CHURCH ROAD	THOMAS LINN	HIGH GRASS AND DEBRIS AROUND THE PROPERTY. THE DEBRIS HAS BEEN CLEANED, AND THE GRASS HAS BEEN CUT. CLOSED 12/17/2024
430 MT MORIAH CHURCH ROAD	THOMAS LINN	HIGH GRASS AND DEBRIS AROUND THE PROPERTY. SOME DEBRIS HAS BEEN CLEANED, AND THEY ARE MAKING PROGRESS ON THE GRASS.
400 EAST	MARY FRANCES AKERS (HEIRS)	FACIAL BOARD FALLING OFF OF THE ROOF. THE OWNER IS MAKING ARRANGEMENTS TO CORRECT THE ISSUE.
<b>ABANDONED-JUNKED-NUISANCE VEHICLES</b>		
<b>ZONING</b>		
<b>NON-RESIDENTIAL BUILDINGS</b>		
2570 SOUTH US 29 HWY	JOSEPH J ROJAS	COMMERCIAL BUILDING CONVIENCE STORE. SEVER DEILIAPDIATION AND DEFECTS.



# Item Cover Page

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**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Jason Smith, Fire Chief  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Departmental Reports  
**SUBJECT:** **Monthly Report**

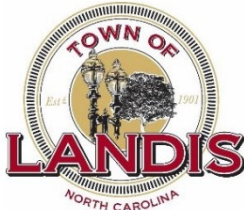
**DETAILS:**

**MONTHLY STATS**

**MEDICAL:** 35  
**FIRE:** 7  
**TRAFFIC ACCIDENT:** 3  
**MUTUAL AID GIVEN:** 28  
**MUTUAL AID RECEIVED:** 5  
**TOTAL CALLS:** 78

**VEHICLE MILAGE**

**ENGINE 443:** 106222  
**ENGINE 442:** 36962  
**ENGINE 581:** 28957  
**LADDER 58:** 23405  
**CAR 44:** 138395  
**CHIEF 440:** 22381



# Item Cover Page

**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Report

**AGENDA SECTION:** Departmental Reports

**SUBJECT:** **December Report**

**DETAILS:**

**Events:**

The Senior Luncheon & Bingo was held on December 4<sup>th</sup> at the Trinity Lutheran Church at 12:00pm. A pot roast lunch was served and followed by Christmas Bingo. Landis Police officers stopped by and called some of the Bingo games. There was a total of 20 people in attendance.

The Campfire Christmas by the Lake with Santa was at Lake Corriher Park on December 14<sup>th</sup> from 4:00pm-7:00pm. Town Staff served hot chocolate and cider along with S'more Cookie Kits to roast by the fire. Kids enjoyed making pinecone Christmas Trees and playing in the inflatable snow globe. Approximately 250-300 people attended the event. The Santa Platform remained decorated through the end of the month for people to enjoy taking personal Holiday pictures.

The Santa mailbox on N. Central was checked daily and 18 Santa replies were mailed back to the senders.

**Park Operations**

- The Park Staff are continuing trail and park grounds maintenance.
- Holiday Decorating and Event preparations
- Refreshed the mulch in the beds around the park office and utilized leftover sod from Town Hall to fill in spaces around the park office.
- Filled in and spread new sand on the kayak launches
- The Park Staff continues to monitor the lake levels and adjusts as needed with the main valve and siphons.

**Pool Operations:**

- Monitoring pool water levels and maintaining off-season chemicals. The pump room is winterized and insulated for the winter.
- Pool concrete deck repair will begin on January 6<sup>th</sup>, 2025

**Disc Golf:**

- 150 Registered Udisc players visited the course.
- 47 players visited the course for the first time.
- Players from 11 states visited the course: NC, GA, SC, UT, CA, FL IL, MD. TN, VA, WI
- Players from 2 countries visited the course: Norway and Estonia

**Campsite Reservations: 6 Shelter Rentals: 0 Daily Fishing Passes Sold: 621 State License: 6**

**Boat Registration: 2 2020 Ford Explorer Mileage: 62123 Ford F250 Mileage: 171286**

**Town of Landis**  
**Division of Land Use**  
**Zoning Permits Issued – Year 2024**

Section 9, Item 9.1

<b>Permit #</b>	<b>Date</b>	<b>Name</b>	<b>Job Address</b>	<b>Permit Use</b>
ZN-24-01	01-03-24	NIBLOCK	2411 CALLAGHAN CT	NEW SFR
ZN-24-02	01-09-24	JAMES/PAR 3	112 N CENTRAL AVE #ZN-23-40 REVISED.W/TOWN AGREEMENT – ADDITION	
ZN-24-03	01-10-24	TARLTON	109 S CORRELL ST	ACCESS. BLDG
ZN-24-04	01-10-24	ADKINS	400 N BEAVER ST	NEW DECK
ZN-24-05	01-11-24	LESARGE	510 N CENTRAL AVE	FENCE
ZN-24-06	01-11-24	ROBLES	212 W LIMITS ST	NEW SFR
ZN-24-07	01-17-24	TRINITY LUTHERAN	108 W RICE ST	NEW SIGN
ZN-24-08	01-23-24	SOTELO	1020 LINN ST	REMODEL & ADDITION
ZN-24-09	02-07-24	NIBLOCK	959 TAMARY WAY	NEW SFR
ZVL-24-01	02-07-24	PZR.COM	OLD BEATTY FORD RD PROJ.	ZONING VERIF. LETTER
ZN-24-10	02-08-24	RUTLEDGE	503 S CENTRAL AVE	REMODEL
ZN-24-11	02-08-24	JOURNEY CAP	207 E RICE ST	TOWNHOME
ZN-24-12	02-08-24	JOURNEY CAP	209 E RICE ST	TOWNHOME
ZN-24-13	02-08-24	JOURNEY CAP	211 E RICE ST	TOWNHOME
ZN-24-14	02-08-24	JOURNEY CAP	215 E RICE ST	TOWNHOME
ZN-24-15	02-08-24	JOURNEY CAP	219 E RICE ST	TOWNHOME
ZVL-24-02	02-14-24	STANDARD TITLE	PARKDALE MILL PROP	ZONING VERIF. LETTER
ZN-24-16	02-15-24	NIBLOCK	1060 IRISH CREEK DR	NEW SFR
ZN-24-17	02-27-24	EASTER	503 WINDWARD LN	ACCESS. - DECK
ZN-24-18	03-07-24	REAUME	115 W GARDEN ST	NEW BUSINESS
ZN-24-19	03-21-24	CAROLINA BUILDERS	220 W LIMITS ST	NEW SFR
ZN-24-20	03-27-24	KRAVICE	703 S MAIN ST	FENCE
ZVL-24-03	04-17-24	HICKS & WOOLFORD	130 OVERCUP CT	ZONING VERIF. LETTER
ZN-24-21	04-23-24	NIBLOCK	2440 CALLAGHAN CT	NEW SFR
ZN-24-22	04-23-24	NIBLOCK	2420 CALLAGHAN CT	NEW SFR
ZN-24-23	04-24-24	SHIRLEY	1015 WOODFIELD DR	FENCE
ZN-24-24	04-24-24	FRAMPTON CONST.	619 OLD BEATTY FORD RD.	TEMP. PORTABLE OFFICE (LANDIS RIDGE)
ZN-24-25	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-26	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-27	05-01-24	JSC-CCI LANDIS I, LLC	619 OLD BEATTY FORD RD.	IND SITE BLDG #1A (LANDIS RIDGE)
ZN-24-28	05-01-24	WOODWARD	2220 WEST A STREET	FENCE
ZN-24-29	05-23-24	LANDIS APTS.	1365 MT. MORIAH CHURCH RD	APARTMENTS
ZVL-24-04	05-30-24	LUCK	412 E TAYLOR ST	ZONING VERIF. LETTER
ZN-24-30	05-30-24	ADNER	1055 WOODFIELD DR	NEW SFR
ZN-24-31	06-04-24	NIBLOCK	1040 IRISH CREEK DR	NEW SFR

ZN 24-32	06-05-24	SIDES	405 RICE STREET	NEW DECK	Section 9, Item 9.1
ZN-24-33	06-12-24	SIMMONS	307 W DAVIS STREET	NEW DRIVEWAY	
ZN-24-34	06-27-24	PRUETTE	920 TAMARAY WAY	NEW SFR	
ZN-24-35	06-27-24	NIBLOCK	2301 TULLY MORE WAY	NEW SFR	
ZN-24-36	07-02-24	GRAHAM	606 W MILL ST	ACCESS BLDG	
ZN-24-37	07-09-24	FACKLER	889 IRISH CREEK DR	ACCESS STRUCTURES	
ZN-24-38	07-09-24	NEXT PROJECT LLC(QUIJADA)	512 W BLUME ST (DRIVE 321 N KIMMONS)	ADDITIONS & DRIVEWAY	
ZN-24-39	07-11-24	KAMANNIS	110 N UPRIGHT ST	RE-ESTABLISH POWER TO BLDG	
ZN-24-40	07-16-24	BALL	619 N KIMMONS	ROOF ADDITION (COVER PATIO)	
ZN-24-41	07-24-24	TOWN	(110 N CENTRAL)	D C LINN PARK	
ZN-24-42	07-24-24	Benton	2248 Tullymore	Pool	
ZN-24-43	07-25-24	Victory Builders	208 N Correll ST	NEW SFR	
ZN-24-44	07-25-24	Victory Builders	210 N Correll ST	NEW SFR	
ZN-24-45	07-25-24	Victory Builders	212 N Correll ST	NEW SFR	
ZN-24-46	07-30-24	Clayre Caceres	605 S. Landis	ACCESS Structures	
ZN-24-47	07-31-24	Manuel Abel Rivera	111 Church St	Adding Porch	
ZN-24-48	8-15-24	Allison Collins	127 S. Central	Change of use and sign	
ZN-24-49	8-29-24	Jodie Borger	513 S Chapel	Access Struct and drivwy	
ZN-24-50	9-10-24	Brylan and Cindy Gann	2379 Limerick	Inground Pool and Fence	
ZN-24-51	9-12-24	Dominion Energy	1445 Mt Moriah Church Rd	Encroachment- utility line	
ZN-24-52	9-12-24	Terri Frohmiller	2216 Tully More	Accessory Structure	
ZN-24-53	9-19-24	Samantha Lambert	106 S Correll St	Driveway Replacement	
ZN-24-54	9-26-24	Katelin Legendre	627 S Chapel St	Fence	
ZN-24-55	9-27-24	Jaime Sarti	307 S Main St	Change Use/Sign	
ZN-24-56	10-8-24	Lynn Sellers	1055 Kimball Rd	Accessory Structure	
ZN-24-57	10-8-24	RWN CTY BRD ED	214 W Rice St	Accessory Structure	
ZN-24-58	10-10-24	Par3	104 N. Central Ave	Sign	
ZN-24-59	10-10-24	Aaron Whitley	600 E. Rice St	Fence	
ZN-24-60	07-09-24	NEXT PROJECT LLC(QUIJADA)	512 W BLUME ST (DRIVE 321 N KIMMONS)	Continuation- Addy Chg	
ZN-24-61	10-17-24	Niblock Homes	1080 Irish Creek Dr	New SFH	
ZN-24-62	10-23-24	Niblock Homes	2319 Tulley More Way	New SFH	
ZN-24-63	10-23-24	Octavia Worthy	103 N Meriah St	In Home Occupation	
ZN-24-64	10-23-24	Mark Sarmir	900 Tamary Way	Inground Pool	
ZN-24-65	10-24-24	Dominion	Tranquil Lake Dr	Floodplan Development	
ZN-24-66	11-7-24	Sotomayor	607 E Ryder Ave	Residential Addition	
ZN-24-67	11-14-24	Pina	1320 Mt. Moriah Ch. Rd	Carpport/Addition	
ZN-24-68	12-3-24	J. Austin	0 W. Hoke Street	New SFH	
ZN-24-69	12-12-24	Innovative Signs	210 N. Central Ave	Sign	
ZN-24-70	12-12-24	K-Tow Construction	2410 S US HWY 29	Addition	

ZN-24-71	12-18-24	C. Monroy	0 N. Cannon Blvd	Fence	Section 9, Item 9.1
ZN-24-72	12-19-24	A Przybyszewski	414 Town St	Fence	
ZN-24-73	12-30-24	B. Menius	802 S. Main St	Fence	


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



<p>(CONT.) #07-21 RYDER PLACE</p>				<p>5-24-23 Pre-Construction meeting - <b>**Construction</b> authorized upon completion of fees and several other requirements.          5-30-23 Operation and Maintenance Agreement rec'd  <b>6-6-23 Sent Zoning Permit Application</b>  <b>6-16-23 Stormwater Report From Alley William Carmen &amp; King</b>  <b>7-5-23 Rec'd water system specs.</b>  <b>8-9-23 Stormwater specs reviewed ready for pickup.</b>  <b>8-10-23 stormwater reviews p/up by courier.</b>  <b>12-7-23 Dev. Petition to NCDEQ for w/s regulation exception</b>  <b>1-25-24 issued Willingness to Serve for electricity</b>  <b>2-13-24 Rec'd NCDEQ Auth. For water system</b>  <b>2-20-24 Issued Willingness to Serve water and waste</b>          10/16/24 Met w RF</p>
<p>SITE 11-21 FILE DRAWER NEW NAME: <u>LANDIS APARTMENTS</u></p>	<p>Steve Ross – Dynamic Developers of the Carolinas, LLC Mark Siemieniec-Architect</p>	<p>716 W. Ryder Ave &amp; Mt. Moriah Ch. Rd Map 130b 096</p>	<p>PROPOSED TOWNHOMES APARTMENTS</p>	<p><b>12-22-21 PAYMENT: \$100 SKETCH PLAN REV.</b>          12-28-21 RF to Engineer, email with comments re sketch plan layout.  <b>2-8-22 R. Flowe mtg w/Developer Engineer</b>          5-16-22DEV. MTG WITH R FLOWE SKTECH PLAT REV.  <b>7-5-22 PAYMENT \$100 FOR 5-16-22 REVIEW</b>  <b>7-15-22 REC'D 2 COPIES OF PRELIMINARY SITE PLAN-Location: floor beside map cage</b>  <b>Payment: site plan rev. \$388.25</b>  <b>8-10-22 PL. BD REVWD. PLAN REJECTED. DEV WILL SUBMIT ANOTHER SITE PLAN</b>          10-19-22 rec'd revised plan          11-8-22 OVERVIEW W/PL. BD.          11-16-22 MTG W/FLOWE &amp;MNGR- WILL RE-SUBMIT PLANS NO TRC ON CURRENT PLANS.          12-6-22 REC'D REVISED PLANS. R FLOWE COMMENTED. EMAILED ARCHITECT W/COMMENTS  <b>12-21-22 re-sent email of 12-6-22 to architect/confirmed recpt.</b>  <b>1-3-23 ACTIVE FILE</b>  <b>2-8-23 revised plan sent by email- next step is site dev. Plan rev.</b>  <b>2-28-23 PLAN HARD COPIES REC'D</b>  <b>2-28-23 PAYMENT: \$388.25 site plan rev.</b>  <b>3-2-23 REC'D REVISED SITE PLAN</b>  <b>3-15-23 Revised Site Plan approved- next step-construction plans &amp; review</b>  <b>5-17-23 SC spoke w/Arch. M. SIEMIENIEC- Construction plans to be del today.</b></p>

Section 9, Item9.1

Section 9, Item 9.1

<p>#11-21 LANDIS APTS</p>				<p>5-18-23 per M.Siemieniec. plan del delay                      5-24-23 CONSTRUCTION PLANS REC'D                      5-31-23 FEES PAID FOR REVIEW. \$10,266.55                      **Fees include zoning permit application when ready                      **=PLAN REVIEW(RD,PARK/LOAD/DRAINAGE,W/S LINES, STORMWATER, PERMIT APPLICATION)                      6-23 &amp; 28<sup>th</sup> TRC REVIEW OF PLANS- NOTES ADDED- DEV. P/UP THEIR SET OF PLANS W/NOTES                      7-25-23 REC'D 2 SETS OF REVISED CONST PLANS                      7-27-23 R FLOWE REVIEWED PLANS- ISSUED EMAIL TO TECH. REV. COMM. TO REVIEW PLANS IN T.HALL                      8-3-23 Fire Marshal reviewed plans                      8-9-23 Plans ready for p/up, emailed Engineer. ✓                      11-08-23 Rec'd Erosion &amp; Soil Sedim. From County                      11-8-23 Pre-const. mtg set for 12-13-23 @ 9a.m. ✓                      12-13-23 Stormwater calcs needed.                      5-21-24 Groundbreaking Ceremony on site                      5-23-24 Permit issued                      6-13-24 Requested addresses from County GIS                      6-27-24 Emailed request for Const. Admin Fees                      8-14-24 R Flowe called to request Const. Admin Fees                      8-22-24 Const Admin fees Paid \$20,507.60</p>
<p> <b>YEAR 2022</b></p>				
<p>Application #</p>	<p>Name (surveyor &amp;/OR owner)</p>	<p>Job Address</p>	<p>Type/# of lots</p>	<p>Status FEES PD</p>
<p><b>SITE DEV 09-22</b>  <u>IRISH CREEK PREL. PLAT</u>  <u>LANDIS PORTION PHASE</u>  <u>2&amp;4</u></p>	<p>LENNAR CAROLINAS –                      LAND DESIGN ENGINEER                      NOTICE OF INTENT FOR                      NEW DEVELOPER-                      SHEA HOMES                      Philip Smith- Land                      Design</p>	<p>CANNON FARM                      RD</p>	<p>430 LOTS- MU-1                      &amp; SFR-2 CZ</p> <p><b>ZMA 24-04-08-1</b>  <b>MU-1 TO SFR-3</b></p>	<p>9-6-22 REC'D PLAT W/\$3,000                      9-13-22 REC'D MASTER PLAN PRELIMINARY PLAT W/\$5,140 AND \$4,580 <b>TOTAL \$12,720</b>                      9-13-22 PLAT OVERVIEW W/PL BD. ✓                      12-6-22 ACTIVE FILE                      3-7-23 NO ACTIVITY                      7-25-23 NOTICE OF NEW DEVELOPER INTENT FROM ATLANTIC AMERICAN PROP.                      9-5-2023 MTG W/PL. DIR. W/NEW DEV.                      9-25-23 MTG W/PL DIR. FLOWE                      9-28-23 REC'D MEETING NOTES                      12-12-23 Rec'd form w/ZMA request no funds rec'd                      12-19-23 Rec'd partial fee for ZMA request                      1-3-24 Rec'd full funds for ZMA request- March BOA mtg                      2-13-24 Planning Bd did not meet- April BOA mtg                      2-15-24 Utilities meeting with Dev.&amp; Land Design</p>

<p><b>SITE DEV 09-22</b>  <u>IRISH CREEK PREL. PLAT</u>  <u>LANDIS PORTION PHASE</u>  <u>2&amp;4</u></p>				<p>2-26-24 Neighborhood Meeting for Phase II Site                  3-6 &amp; 3-7 Water/Sewer Plans rec'd                  4-08-2024 PUB. HRNG ZMA- approved                  4-16-24 Irish Crk Development Team met with P/Z                  5-10-24 rec'd revised lot drawing                  7-16-24 Teams meeting re phase 2 plans                  8/6-24 Feed Paid                  8-12-24 Phase 2 presented to Planning Board, TRC starts                  8-26-24 Pub Wrks Info Reqst.                  9-3-24 PP Plat Review                  9-4-24 TRC                  9-11-24 Met with RF and Pub Works and design team</p>
<p><b>SITE DEV #10-22-</b>  <b>LANDIS RIDGE</b>  <b>LANDIS 85</b>  <del>OLD BEATTY FORD RD</del>  <del>INDUSTRIAL SITE</del></p> <p><b>NAME CHANGE:</b>  <u>LANDIS RIDGE</u>  <u>LANDIS 85</u></p> <p><u>DEV #10-22</u>  <u>LANDIS RIDGE</u></p> <p><del>OLD BEATTY FRD RD</del>  <del>IND SITE</del>  <u>LANDIS 85</u></p>	<p>RYAN BEADLE/JACKSON-SHAW-                  LIPE, MILLS, DEAL                  PROPERTIES</p>	<p>OLD BEATTY FORD RD                  INDUSTRIAL SITE</p>	<p><u>ANNEX &amp; ZMA</u>  <u>LOTS:</u>                  MAP 140,                  PARCELS:                  003,167, 138,                  169 &amp; 170                  11-14-22- BD                  APPROVED                  ANNEXATION                  ZONING: IND                  2-13-23 BD TO                  CONSIDER                  ANNEXATION                  WITH PUB.                  HEARING ON                  MARCH 20, 2023                  -BD APPROVED</p>	<p><b>9-13-22 REC'VD PAYMENT \$600 ZMA REQ.</b> ANNEX W/ ZMA                  NOV.8 &amp; 14 2022 MTGS                  11-14-22 BD APPROVED ANNEX &amp; 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) &amp; ZTA (TEXT AMEND.)  <b>1-3-2023 ACTIVE FILE</b>  <b>1-09-23 ANNEXATION REQ. TABLED UNTIL FEB</b>  <b>2-13-23 ZTA APPROVED ANNEX AND MAP AMEND SET FOR MARCH PUB HEARING.</b>  <b>3-1-23 SITE PLAN REV. W/ DEV &amp; PUB. WORKS</b>  <b>3-14-23 FUNDS REC'D FOR: SITE PLAN REVIEW &amp; PREL PLAT REVIEW: \$4,801.75</b></p> <p><b>3-20-23 Pub. Hearing Annexation additional properties, req. IND zoning. BOARD APPROVED</b>                  4-11-23 Plan revisions received.                  4-26-23 Plan review completed with comments.                  4-27-23 R Beadle picked up Dev. Copy with comments.                  5-25-23 Zoom mtg w/R Flowe                  6-13-23 NCDOT scoping documents received                  8-2-23 rec'd updated site dev. Plans from Developer                  8-2-23 rec'd NCDOT updated TIA scoping docs link                  9-19-23 REC'D REVISED SITE PLAN PGS 3,4 &amp; 5                  ON REVIEW TABLE FOR TRC- REVIEWED                  10-18-23 REC'D W/S WILLINGNESS TO SERVE REQUEST                  10-23-23 PLANNING BOARD MTG UPDATE ✓                  11-14-23 Mtg req. by Developer- ZOOM W/RFLOWE  <b>11-21-23 FUNDS REC'D FOR SITE PLAN REVIEW</b></p>

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<p><b>DEV #10-22 LANDIS RIDGE</b></p>				<p>11-30-23 WAITING ON CONSTRUCTION PLANS                      12-21-23 Rec'd revised Const. plans &amp; all documents                      12-21-23 FUNDS REC'D \$36,136 FEES.                      1-2-24 DIGITAL FILES REC'D                      1-24-24 TRC mtg held – examined plans                      2-13-24 Meeting with Developer and Eng. Review of TRC                      2-14-24 Address from Rowan Cty GIS for constr.: #619                      3-12-24 REC'D REV. CONST. PLANS &amp; CALCS                      WAITING ON ENG. REVIEW                      3-27-24PRE-CONSTRUCTION MEETING HELD                      4-24-24 PERMIT FOR TEMP CONST. OFFICE                      5-1-24 PERMIT FOR BLDGS 1A, 1B, &amp; 2                      5-8-24 STORMWATER AUTHORIZATION TO PROCEED                      6-13-24 rec'd Eng. Water Main report &amp; 2 complete sets of partial revisions to plans.                      6-18-24 RF accepted the partial plans                      6-20-24 Developer p/up their plan set                      6-27-24 Emailed request for Const. Admin Fees                      7-9-2024 Site inspection                      7-12-24 rec'd Construction Admin fees of \$51,552.00</p>
	2023	ALL '23	PROJECTS NOW IN CONSTRUCTION	PHASE
<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>
Application/ Site #	Name (surveyor & owner)	Job Address	Type/# of lots	Status, FEES PD
SITE 01-24	DOMINION ENERGY	MT MORIAH CH RD	Gas Line Encroachment	<p>UTILITY – GAS LINE INSTALLATION ON TOWN EASEMENT/ FLOODWAY/FLOODPLAIN                      2-7-24 PLANS REC'D                      5-2-24 R.O.W PERMIT REQUESTED                      5-28-24 REC'D HARD COPY OF PLANS                      5-30-24 EMAILS TO INCLUDE PUB. WORKS                      6-4-24 REC'D UPDATED PLANS BY EMAIL                      7-10-24 Pub.Works working with Dominion Energy on encroachments                      7-14-24 Teams Meeting set for 7/30/24 at 10am-canceled                      8/16 Rqst for encroachments</p>

LANDIS DEVELOPMENT PLANS UNDER REVIEW

Section 9, Item 9.1

				8/27 Site Plan Review apln submitted, wa 9/26/24 Permits issued and fees paid 10/24/24 Flood Plain Permit Issued
Rice and Valley	John Suther		Water Line ext, 2 SFH	6/24 Plans rcd. Awaiting Payment 10/8/24 Payment Rcd. 10/10/24 TRC Begins 10/30/24 Plans Approved/Emailed for Pick up
Landis Shops	John Suther		Truck Repair Facility	6/24 Plans rcd. Awaiting Payment 10/8/24 Payment Rcd. 10/10/24 TRC Begins 10/30/24 Plans Approved/ Emailed for Pick up
Landis Multi-Family	Dynamic Developers John Suther		Multifamily- proposing 15 units	6/24 Plans rcd. Awaiting Payment 10/8/24 Payment Rcd. 10/10/24 TRC Begins 10/30/24 Plans returned to S Ross
SITE 02-24	OCAMPO	US 29		2-28-24 ELECTRONIC SITE PLAN REC'D 3-5-24 REC'D \$325 SITE PLAN REV. FEE 4-3-24 Rec'd hard copies of site plan waiting on building elevations. 7-11-24 Rec'd complete site plans with building elevations 7-23-24 Site plan review by RFlowe - 07-24-24messedged Engineer with notes from RFlowe 8-14-24 Review for follow up comments with R Flowe 10/9/2024- Paid for 3 <sup>rd</sup> Review 10.22.24 Sent email letting them know that they sent us the construction plans, not the plans needed. 10/28/24 Plans Received 10/30/24 Plans Approved/ Picked up
ZMA ✓	Legendre	627 S Chapel	RMST to CIV	Legislative Hearing 10/14/24 Approved 10/14/2024
Recombination plat	Piedmont Design Assoc.	2211 Tully More	2 lots into 1	Paid \$100 on 7-16-24

LANDIS DEVELOPMENT PLANS UNDER REVIEW

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Exemption, Recombination, annexation 7-15-24 PUB. HRNG ✓	CRETE SOLUTIONS & TWO-TEN PROPERTIES	220 OLD BEATTY FORD RD	COMBINING OF 3 SMALLER LOTS WITH 1 LARGE LOT	ANNEXATION AND RECOMBINATION
<b>Landis Ridge Phase 2</b>	Ryan Beedle and Jackson Shaw		<a href="#">Industrial Park</a>	10.22.24 SKETCH PLAT REVIEW & CONSULT, sent fee chart 10/28/24 Sketch Plan paid \$270, Received site plans emailed for fee 10/30/24 Site Plan Review Paid \$530 11/19/24 Zoning Compliance Permit- Beacon-\$125, Zoning Site Plan Review – Beacon - \$1355 for a total of \$1480 paid 11/25/24 Site Development Plans Approved by Rick Flowe 12/20/24 TRC Review Complete
PLANS IN CONSTRUCTION/ REVIEW				
<b>SITE 02-23 CONCRETE PLANT- NEW OWNERSHIP/ NEW PLANS- ZONING PERMIT ISSUED 5-17-23</b>	William N. West Owner Crete Solutions	220 OLD BEATTY FORD RD	<a href="#">CONCRETE PLANT</a>  <a href="#">ANNEX REQ. FOR 7-15-24 PUB. HRNG</a> ✓	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 to deliver a new complete plan set to NFocus Office this day. Flowe to review and sign zoning permit application if plans are approved. 5-17-23 Plans rec'd. R. Flowe approved plans for site construction. Zoning Permit #ZN-23-27 issued. Site work active. 3-27-24 POSSIBLE SITE REVISION 4-3-24 REVISED SITE PLAN \$525 PD 5-10-24 Request ANNEXATION AND RECOMB. FOR 7-15-24 HRG 6-11-24 RF conducted site inspection

<p><b>SITE 01-23 BYRNE PROP KIMBALL RD PERMIT ISSUED 11-30-23</b></p>	<p><b>SHANNON SPARKS SURVEYOR BYRNE PROP. INC</b></p>	<p>KIMBALL ROAD MAP 123B 115</p>	<p><u>TOWNHOMES</u> <u>9 PROPOSED</u></p> <p>9-11-23 BD ALD APPROVED DEV. AGREEMENT</p>	<p>2-2-23 SKETCH PLAT REVIEW &amp; CONSULT 2-2-23 PD \$245 SKETCH PLAT REV. &amp; CONSULT 4-13-23 PD \$1085 FOR SITE PLAN REVIEW 4-26-23 Plans Reviewed by RF- approved. TRC &amp; PL BD. (JUNE 21,2023) 6-27-23 owner paid for all tap fees \$45,000 6-29-23 rec'd updated plans 8-1-23 rec'd revised plan 8-8-23 Pl. Bd to review Dev. Agreement for Kimball Landing 9-11-23 BD ALD. Pub. Hearing for Dev. Agreement- APPROVED 9-27-23 DEV. AGREEMENT SIGNATURE BY DEV. 10-18-23 CONSTR. PLANS REC'D. 10-18-23 PAYMENT OF \$325PARTIAL CONSTR PLAN REVW 10-18-23 PAYMENT OF \$680 (8 TWNHMS- zoning permit) 10-19-23 RFLOWE REVIEWED. NEED UPDATED BUILDING ELEVATIONS TO CURRENT PLAN. 10-24-23 DEVELOPER AWARE OF PLANS NEEDED. 10-26-23 UPDATE CONST. PLANS REC'D 10-26-23 PAYMENT OF \$627- REMAINDER OF CONST REVW FEES PD. 11-29-23 PRE-CONST MTG 11-29-23 PLANS APPROVED FOR CONSTRUCTION 11-30-23 PERMIT ISSUED FOR SITE WORK 3-13-24 BUILDING BEGINNING</p>
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<p><b>SITE DEV 04-22 RICE RD TOWNHOMES PERMIT ISSUED 12-28-22FOR SITE DEV.</b></p>	<p>JOURNEY CAPITAL, LLC ANDREW WALTZ 704- 453-2700 <b>RICE RD TOWNHOMES</b> ACTIVE FOR REVIEWS</p>	<p><b>221 E RICE STREET</b></p>	<p><u>TOWNHOMES</u></p>	<p>1-12-22 MTG R FLOWE <i>PAYMENTS: 5-11-22: \$325, 5-17-22: \$1,812</i> 6-21-22 TRC MTG TO REVIEW <i>PLAN- Location: IN map cage</i> 8-10-22 PL. BD REV. -DEV/ENGINEER NEED TO MEET TO DISCUSS WITH R FLOWE 9-1-22 MTG W/FLOWE NEXT STEP: SUBMITTAL OF REVISED SITE 11-3-22 REVISED PLANS REC'D 11-8-22 PL BD OVERVIEW 11-22-22 TRC COMMENTS COMPLETE 11-30-22 PLANS W/COMMENTS READY FOR P/UP 12-5-22 plans p/up by developer for review/revisions 12-13-22 REC'D REVISED PLANS 12-15-22 PLANS REVIEWD BY RFLOWE APPROVED AS NOTED READY FOR PICK UP (EMAILED) 12-19-22 PICKED UP by developer</p>
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<p>#04-22 RICE ST. TWNHMS CONT.</p>				<p>12-19-22 rec'd zoning permit appl by email.                  12-28-22 rec'd address from county                  12-28-22 issued zoning permit # ZN-22-81                  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 <b>NEXT STEP:</b> PRE-CONST. CONF. SET 05-24-23 @ 3:30 PM                  5-19-23 PLANS P/UP                  5-24-23 Pre-Construction meeting - <b>**Construction authorized upon completion of fees and several other requirements</b>                  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 # 04-22 RICE STREET TOWNHOMES CONT.                  REVIEW OF W/S, BLDG ELEVATION                  FEES PD:                  PREL PLAT \$450, SKETCH PLAN \$100, UNITS \$100                  SITE WORK ACTIVE                  10-11-23 REC'D UTILITY AS BUILTS                  10-16-23 PLANS ACCEPTED BY R FLOWE                  10-17-23 EMAILED DEV. READY FOR PICK UP                  10-18-23 FINAL PLAT- MYLAR REC'D                  10-19-23 R FLOWE SIGNED PLAT                  10-25-23 ENGINEER W.WEBB REVIEWING FOR SIGNATURE                  10-31-23 MORE INFO NEEDED- EMAILED DEVELOPER– as-built drawings, construction certifications from the design engineer, and cad files for the water, sewer, and storm drainage locations                  11-8-23 Rec'd mylar – waiting on State permits                  11-16-23 mtg w/state rep re approvals                  11-20-23 application submitted with NCDEQ                  11-21-23 REC'D \$350 FINAL PLAT FEE                  12-5-23 final plat rec'd                  12-13-23 NOTICE OF VIOLATION (NCDEQ REQ.)                  12-21-23 Rec'd Subdivision Bond copy                  2-7-24 REC'D PERMIT FEES FOR 10 TOWNHOMES (10X\$50)                  2-8-24 PER UNIT FEES PD FOR 10 TOWNHMS (10 X \$35)</p>
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LANDIS DEVELOPMENT PLANS UNDER REVIEW

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				<p>2-8-24 PERMIT ISSUED FOR 5 TWNHMS                  2-14-24 Rec'd NCDEQ permit to construct water system.                  2-14-24 Rec'd NCDEQ water system approval                  2-21-24 NCDEQ permit to construct wastewater system.                  3-27-24 VIOLATION NOTICE TO DEVELOPER \$9,654.66                  4-29-24 SEWER CERT REQUEST                  12-27-24 \$4,254.66 Violation Paid</p>
<p><b>W. Garden Race Shop</b></p>				<p>11-19-24 Paid Sketch Plan Review \$270 &amp; Site Plan Review \$530 – CESI                  12-20-24 TRC Review Complete</p>



# Department Report

**MEETING TYPE:** Board of Alderman

**DATE:** January 13, 2025

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

**ITEM TYPE:** Report

**AGENDA SECTION:** Departmental Report

**SUBJECT:** **Monthly Report**

**DETAILS:**

Total Calls for Service (Including Self-initiated calls) – 1,497

Self-Initiated Calls – 1,385

Calls for Service – 106

Traffic Stops - 115

Traffic Accidents - 9

**Vehicle Mileage:**

LPD-081: 145,377	LPD-173: 77,827	LPD-212: 27,411
LPD-101: 107,783	LPD-174: 80,498	LPD-231: 7,036
LPD-151: 77,778	LPD-175: 80,927	LPD-232: 11,006
LPD-161: 76,740	LPD-176: 76,417	LPD-233: 5,862
LPD-171: 78,680	LPD-177: 90,494	



## Item Cover Page

**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Blake Abernathy, Public Works Director  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Department Reports  
**SUBJECT:** Monthly Reports

**DETAILS:**

**PUBLIC WORKS MONTHLY REPORT**

<b>Water/Sewer Department</b>	
Work Orders Completed	48
Start Services	11
Stop Services	21
Disconnects	0
Outages	7
Meter/MXU Change Outs	0
Sewer Lift Station Checks	50
Hydrant Routes (Water Quality Flushing)	12
Water Pump Station Checks	21
<b>Stormwater Department</b>	
Work Orders Completed	0
Preventative Maintenance (e.g. Ditch Cleaning, Culvert Jetting, etc.)	6
<b>Street Department</b>	
Work Orders Completed	36
Rowan County Dump Runs	6
Bulk Trash/Debris Routes	8

<b>Electric Department</b>	
Work Orders Completed	81
Start Services	26
Stop Services	17
Disconnects	1
New Temp Services	6
Street/Security Lights Install/Repair	22
Pole Repair/Replace	5
<b>Outages:</b>	
Environmental	2
Load Demand	7
Vehicle Collision	0
<b>Total Outages</b>	<b>9</b>
<b>Reporting Made By</b>	
Go Gov	0
Walk In	41
Phone Call	117



## Item Cover Page

**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Carly Loflin, UB/AR Coordinator  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Department Reports  
**SUBJECT:** Monthly Report

**DETAILS:**

### Utility Services Monthly Report

CASH PAYMENTS	360
CREDIT CARD PAYMENTS	1308
CHECK PAYMENTS	1222
BANK DRAFT PAYMENTS	482
DISCONNECTIONS	1
AMI ELECTRICAL METERS	3303
REMAINING MANUAL METERS	22
WATER METERS	2220
CUSTOMER USAGE PORTAL	499



# Item Cover Page

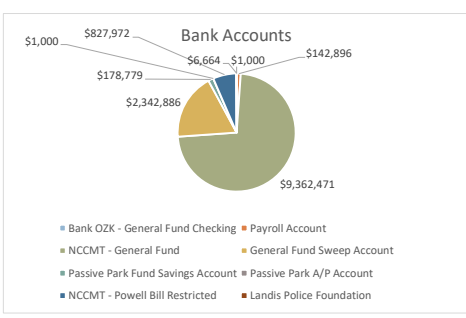
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**MEETING TYPE:** Board of Alderman  
**DATE:** January 13, 2025  
**SUBMITTED BY:** Michael D. Ambrose, Town Manager  
**ITEM TYPE:** Report  
**AGENDA SECTION:** Reports  
**SUBJECT:** **Monthly Financial Dashboard**

**DETAILS:**



Operating Budget Revenues	Budgeted FY24/25	December	FY24/25 YTD	%
Property Tax - Current	2,175,104.00	\$51,451	\$1,675,406	77%
Tax Collection - Prior Years	45,000.00	\$1,936	\$40,561	90%
Vehicle Interest	1,500.00	\$156	\$803	54%
Interest and Penalties	10,000.00	\$538	\$5,156	52%
Property Tax Auto - Current	228,595.00	\$18,952	\$110,883	49%
Vehicle Tag Fee	65,000.00	\$5,880	\$30,940	48%
Building Rental Fees	7,200.00	\$1,150	\$4,600	64%
Sponsorships	1,500.00	\$0	\$0	0%
Interest on Investments	190,000.00	\$22,631	\$111,942	59%
Interest on Investments - Powell Bill	35,000.00	\$3,035	\$8,928	0%
Police Fees & Fines	850.00	\$0	\$216	25%
First Responder	1,500.00	\$135	\$2,345	156%
Grant Received	5,000.00	\$7,180	\$37,613	0%
Excise Tax on Piped Gas	11,000.00	\$0	\$0	0%
Franchise Tax on Electric PO	292,927.00	\$0	\$77,860	27%
Sales Tax on Telecommunications	7,931.00	\$0	\$0	0%
Sales Tax on Video Programming	9,346.00	\$0	\$0	0%
Local Government Sales & Use Tax	910,000.00	\$116,176	\$686,585	75%
Powell Bill Revenues	150,000.00	\$0	\$72,387	48%
ABC Revenue - County	14,000.00	\$3,782	\$11,422	82%
Court Cost	200.00	\$180	\$717	359%
Sales Tax Refund	70,000.00	\$0	\$0	0%
Planning/Zoning Fees	75,000.00	\$3,760	\$47,482	63%
Code Enforcement Clean-up	-	\$296	\$592	-
Garbage Collection Fees	340,000.00	\$31,469	\$140,291	41%
Resource Officer Reimburse	170,000.00	\$184,050	\$368,100	217%
EMS Utility Reimbursement	5,000.00	\$110	\$660	13%
ABC Profits - State	15,000.00	\$0	\$0	0%
Solid Waste Disposal Tax	3,100.00	\$783	\$2,287	74%
East Landis Property Tax	32,000.00	\$995	\$25,108	78%
East Landis Tax - Prior Years	200.00	\$0	\$0	0%
East Landis Penalties and Interest	1,500.00	\$41	\$530	35%
East Landis - Motor Vehicles	4,500.00	\$422	\$2,292	51%
Debt Setoff	100.00	\$0	\$0	0%
Police Service Reimbursement	-	\$1,345	\$3,235	-
Fire Service Reimbursement	-	\$0	\$1,390	0%
Over/Short	-	\$0	\$144	0%
Sale of Fixed & Surplus Assets	50,000.00	\$5,250	\$10,500	21%
Rowan Municipal Association	2,000.00	\$180	\$1,200	60%
Fund Balance Appropriated	1,042,174.00	\$0	\$0	0%
Administrative Service Charges	797,422.00	\$0	\$199,356	25%
Park Revenues	155,900.00	\$5,101	\$93,065	60%
Water Service	1,130,000.00	\$108,376	\$527,549	47%
East Landis Water	50,000.00	\$0	\$5,250	11%
Reconnect Fees	-	\$8,625	\$25,875	-
Water Tap Access Fee	-	\$4,032	\$12,096	-
Interest on Investments	84,000.00	\$3,280	\$17,182	20%
Miscellaneous Income	-	\$0	\$6,155	0%
Tap Fees - Water	50,000.00	\$5,156	\$23,202	46%
Grant - Water	2,125,000.00	\$0	\$0	0%
Planning Review Fees	-	\$0	\$24,336	0%
Debt Setoff	5,000.00	\$0	\$0	0%
Fund Balance Appropriated	3,147.00	\$0	\$0	0%
Sewer Service Fees	1,024,000.00	\$89,339	\$397,319	39%
Sewer Impact Fees	15,000.00	\$5,936	\$5,936	0%
Interest on Investments	-	\$3,279	\$17,179	-
Tap Fees	35,000.00	\$0	\$12,771	36%
Fund Balance Appropriated	30,938.00	\$0	\$0	0%
Stormwater Fees	115,000.00	\$9,870	\$49,325	43%
Interest on Investments - Stormwater	2,000.00	\$239	\$1,246	62%
Planning/Zoning Fees	-	\$0	\$30,762	-
Fund Balance Appropriated	3,147.00	\$0	\$13,902	442%
Electricity Fees	6,095,000.00	\$519,679	\$2,799,495	46%
Penalties - Electric	100,000.00	\$9,812	\$46,262	46%
Reconnect Fees	40,000.00	\$2,700	\$18,000	45%
Meter Tampering Fees	1,000.00	\$0	\$0	0%
Pole Attachments	500.00	\$0	\$9,460	1892%
Interest on Investments - Electric	70,000.00	\$7,149	\$37,156	53%
Miscellaneous Income	1,000.00	\$0	\$10,880	1088%
Underground Service	400.00	\$0	\$0	0%
Payment Return Fees	3,000.00	\$420	\$1,750	58%
Debt Setoff	3,000.00	\$772	\$5,473	182%
Sale of Surplus Assets - Electric	8,000.00	\$0	\$470	0%
Vendor Reimbursement	982,979.00	\$0	\$983,123	0%
RE Appropriated - Electric	331,172.00	\$0	\$0	0%
<b>TOTAL</b>	<b>19,233,831.00</b>	<b>\$1,245,646</b>	<b>\$8,856,748</b>	<b>46%</b>



Bank Balances		
Bank OZK - General Fund Checking	\$1,000	0%
Payroll Account	\$142,896	1%
NCCMT - General Fund	\$9,362,471	73%
General Fund Sweep Account	\$2,342,886	18%
Passive Park Fund Savings Account	\$178,779	1%
Passive Park A/P Account	\$1,000	0%
NCCMT - Powell Bill Restricted	\$827,972	6%
Landis Police Foundation	\$6,664	0%
<b>TOTAL</b>	<b>12,863,669</b>	<b>100%</b>

Operating Budget Expenditures	Budgeted FY24/25	December	FY24/25 YTD	%
Administration	\$1,410,850	\$55,033	\$573,019	41%
Police Department	\$1,601,003	\$58,262	\$636,523	40%
Fire Department	\$1,476,996	\$49,860	\$836,267	57%
Streets Department	\$1,519,213	\$46,220	\$392,906	26%
Sanitation Department	\$310,000	\$22,144	\$112,027	36%
Parks and Recreation	\$547,460	\$35,614	\$267,065	49%
Electric Department	\$7,636,051	\$344,138	\$2,121,419	28%
Water Department	\$2,897,526	\$139,527	\$754,931	26%
Sewer Department	\$1,355,560	\$207,243	\$779,390	57%
Storm Water Department	\$120,147	\$1,145	\$25,721	21%
Debt Service - Municipal Loan/Copiers	\$60,025	\$798	\$52,922	88%
Debt Svc-USDA Bonds/Sewer Eq/Srf Loan	\$299,000	\$0	\$55,229	18%
<b>Total Expenditures</b>	<b>\$19,233,831</b>	<b>\$959,984</b>	<b>\$6,607,419</b>	<b>34%</b>

Landis Police Foundation	Balance \$6,664	December	FY 24/25
Revenues - Sponsorships & Interest		\$601	\$12,762
Expenditures		\$1,229	\$12,001

Passive Park Fund	Balance \$179,996	December	FY 24/25
Revenues - Sponsorships & Interest		\$1,172	\$2,132
Expenditures		\$230	\$591

Downtown Revitalization Grant (Project #25-6)	Balance \$13,862	December	FY 24/25	
Revenues		\$0	\$0	
Expenditures		Allocated	Expensed	Completed
Globes and new light bulbs for Central Avenue				\$15,633
Landscaping (project #s 25-10, 25-11, 25-12, and 25-13)		\$60,940	\$0	\$43,384
Repair Town Crier Clock				\$8,565
Welcome to Landis light pole signs				\$2,625
<b>Totals</b>		\$60,940	\$0	\$70,207

Powell Bill	Balance \$293,953	December	FY 24/25	
Revenues	\$0.00	\$0	\$72,387	
Expenditures		Allocated	Expensed	Completed
Rent Street Sweeper				\$3,400
Traffic Directional/Speed Signs				\$3,340
Sidewalk Project (project #25-28)				\$51,750
Stormwater Repair (Jefferson Heights)				\$6,358
Asphalt Repair (Kimball Rd)				\$26,000
Paving		\$217,233	\$0	\$0
<b>Totals</b>		\$217,233	\$0	\$90,848



## Town Manager Report Month of December 2024

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

1. The NCDEQ alerted the Town January 2025, stating the Town reached a population of 5510, therefore additional water testing is expected each month. When a municipality reaches over 5,000 residents, the testing requirements double and therefore this creates more work on our staff. Town Staff have also seen meter tampering on the rise over the past year, and Town Staff need to move forward with the meter replacement project; therefore, I am requesting a Meter Technician and Water Resources Technician be added to the Team. This will allow for capital/metering projects to continue, with also keeping up with the demand of regulatory agencies, and development in the Town.
2. The Town 2024 Paving is behind schedule (according to the contractor) however it should be completed in the Spring of 2025. We will post the affected streets on our website, and social media outlets around that timeframe, so citizens will be aware of any detours.
3. The Mount Moriah Church Road/West Ryder Avenue water line, and the elevated water tank grant projects have been approved with additional State funding by the North Carolina Department of Environmental Quality (NCDEQ). If final bids are approved at the January 2025 Board of Aldermen Meeting, these projects will be under construction in 2025.
4. Downtown Revitalization Project on Central Avenue is in full swing. This project is expected to be completed by the end of the month and will cause some partial road closures while being constructed. This project was fully funded by NC State Appropriations, and a local match was not required.
5. The Town has received \$300,000 from the NC Streamflow Rehabilitation Assistance Grant Program to help with some of our PL-566 Watershed Dam challenges at Lake Landis. These challenges were identified by our recent NCDEQ inspection. The Town has accepted bids and will present these bids in the February 2025 regularly scheduled meeting for the vegetation removal off Lake Landis Dam. Lake Landis and Lake Corriher Lake Levels have continued to be lowered to keep pressure off the dams.
6. The New Landis Fire Engine (Engine 441) is still undergoing some warranty work and will hopefully be "in service" by the end of January 2025. Once this fire engine is "road ready" there will be a fire ceremony for the Landis Community prior to the truck going "in service".
7. 12KV Conversion has begun on the east side of Landis, from S Chapel Street to Dial Street. The citizens who live on the east side of town may see some minor outages during this conversion.

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

Thank you,  
Michael D. Ambrose



2025

# JANUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 Town Hall Closed in observance of New Years Holiday	2	3	4
5	6	7	8	9 <del>CANCELED</del> Board of Aldermen Work Session Meeting: 5:30PM	10	11
12	13 Board of Aldermen Regular Scheduled Meeting: 6:00PM	14	15	16	17	18
19	20 Town Hall Closed in observance of MLK JR Holiday	21 Planning Board Meeting: 6:00PM	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

FEBRUARY

**NOTE**

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## EVENTS 2024 - 2025

**UPCOMING**

- NOV 26** CHRISTMAS PARADE AND DOWNTOWN TREE LIGHTING EVENT
- DEC 14** CAMPFIRE CHRISTMAS WITH SANTA BY THE LAKE
- APR 12** DOWNTOWN CAR CRUISE-IN BEGINS\*
- APR 04** EASTER EGG-STRAVAGANZA
- AUG 5** NATIONAL NIGHT OUT
- SEPT 12** TOUCH A TRUCK EVENT
- OCT 25** FALL FESTIVAL AND TRUNK OR TREAT
- NOV 25** CHRISTMAS PARADE AND DOWNTOWN TREE LIGHTING EVENT
- DEC 13** CAMPFIRE CHRISTMAS WITH SANTA BY THE LAKE

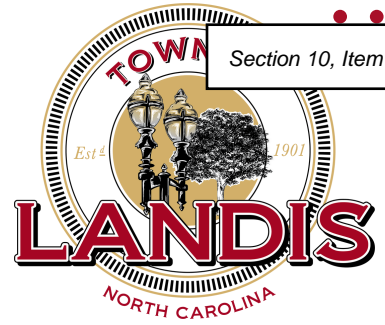


FOR MORE INFORMATION VISIT  
[WWW.TOWNOFLANDISNC.GOV](http://WWW.TOWNOFLANDISNC.GOV)



2025

# FEBRUARY



Section 10, Item 10.1

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

**NOTE**

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