



STAFF REPORTS

September 2022 Regular Meeting

Public Services	2
Community Enrichment (PRCR, Communications, Clerk’s Office).....	16
Public Safety (Police, Fire/Rescue, Emergency Management).....	26
Planning and Inspections	35
Finance	42
Human Resources	48
Information Technology.....	51
Administration.....	52

Department News

Sheldon Adams was promoted to Facilities Maintenance Technician II. Justin Clifton was hired as a new Grounds Maintenance Technician I.

There are several staff vacancies within Public Services that are currently posted including Engineering Technician I, Grounds Maintenance Technician, and two Street Maintenance Technicians.

Streets Updates

Work Priorities

- Staff removed more than 40 stumps at various locations throughout Town.
- With recent rain, Mosquito Vector Control will be active throughout the Town during September.
- Staff made temporary hot asphalt repairs to Kay Todd Road. Repairs were completed to extend the life of the existing roadway.
- Staff will attempt to replace blocks that were removed from the bridge in Waterford on Pine Harvest Drive as part of a vandalism incident. Some of this work has been completed with loosened blocks re-attached and glued down. The HOA does not have matching blocks leftover from a beautification project, so staff is working to find materials to match the existing bridge materials to complete this work.
- Staff will be replacing sidewalks damaged by trees in several locations throughout Town in the coming weeks.
- Staff cleaned catch basin grates in order to alleviate and prevent minor flooding in the Westport and Mallory Creek areas.
- Staff replaced a concrete stormwater pipe crossing on Cleatwood Drive, which included removing the concrete driveway and the deteriorated pipe.

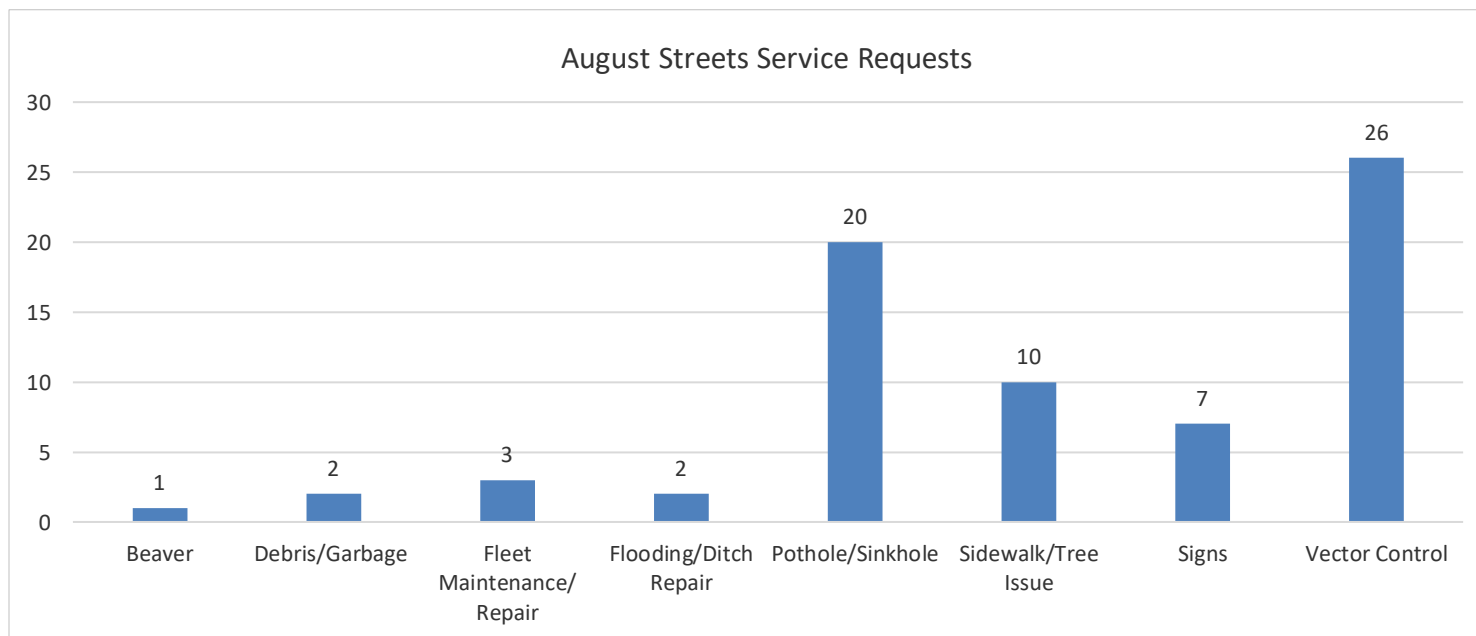
Initiatives

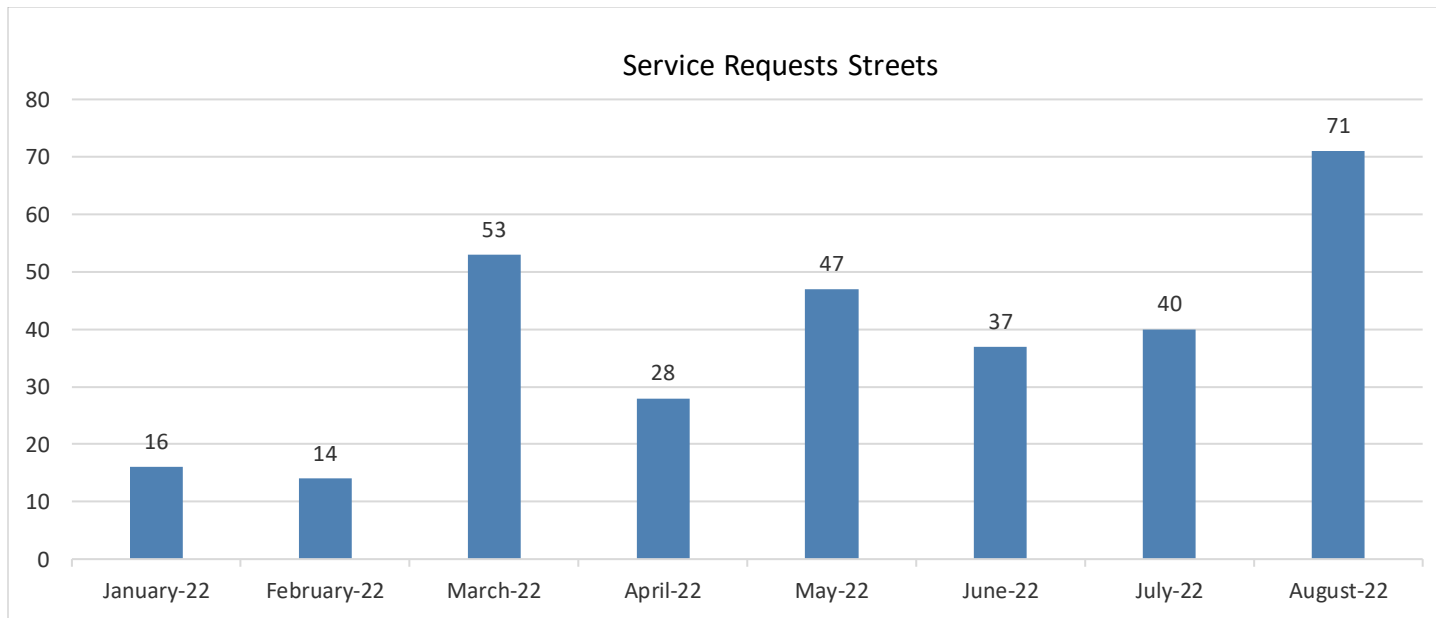
- Staff is reviewing street sweeping needs throughout Town and is looking at both subcontractors to complete this work as well as lease options to rent a street sweeper for internal use. It is anticipated that street sweeping will be completed late summer or fall.
- Staff is finalizing a task order with Brunswick Engineering for street and pavement marking assessments. This work is completed on a three-year cycle and is used to identify and prioritize street capital improvement projects. This work is scheduled to start in September.

- Staff is reviewing Town-maintained gravel roads for possible paving. Survey work for this project has been completed and design plans have been submitted for review through the TRC. These roads include Graham Drive, Appleton Way, Breman Lane, and John Sneed Lane.
- Staff is working with Precision Infrastructure on the development of an ADA Transition Plan for Town sidewalks and facilities. The final report has been provided to the Town for review and will be presented to Council in September.
- Staff is creating a Tree Manual that will provide requirements for the planting, maintenance, removal, protection, pruning, and preservation of trees within Town rights-of-way. The manual is anticipated to be completed in September.
- Staff is creating a capital improvement plan to include upcoming street improvement projects. The draft plan is underway and will be completed this fall.

Work Order Summary

- Streets received 71 work orders in August, with most of them being vector control (26) and pothole/sinkhole (20) related.
- Streets completed 46 work orders in August, with an approximate expense of \$34,300 in labor, equipment, and materials to complete these work orders. The bulk of this expense was in equipment costs (\$17,100).





Debris Site Usage			
	Citizens Purchasing Vouchers	Vouchers Sold	Citizens Drop-Offs
2021 Totals	26	170	61
Jan-22	2	15	3
Feb-22	7	55	19
Mar-22	7	50	16
Apr-22	4	25	12
May-22	1	10	10
Jun-22	2	20	12
July-22	4	30	13
Aug-22	1	5	11

Grounds Updates

Work Priorities and Initiatives

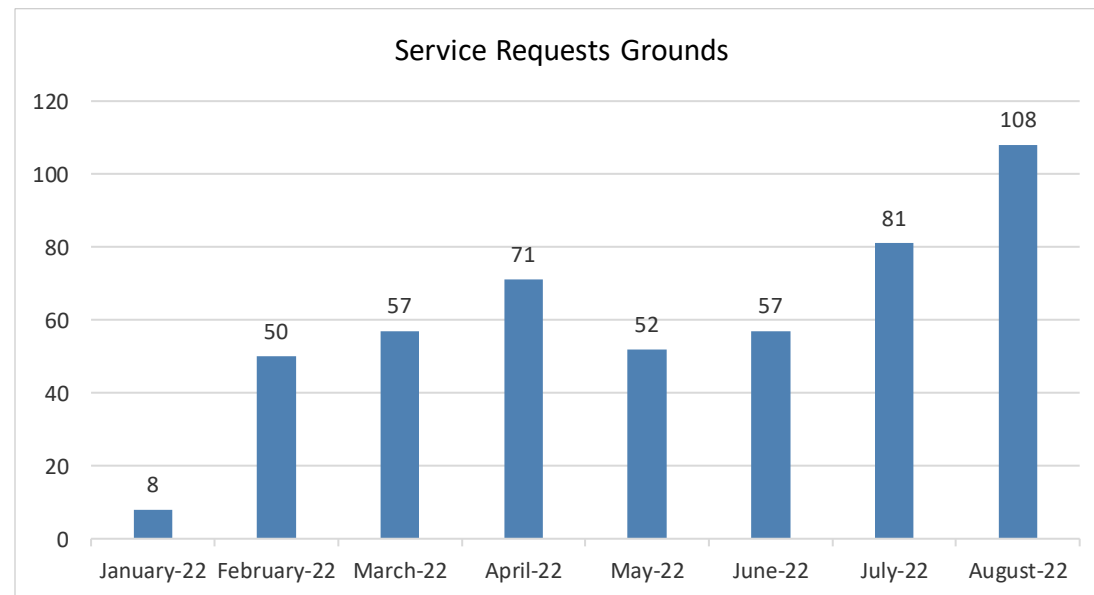
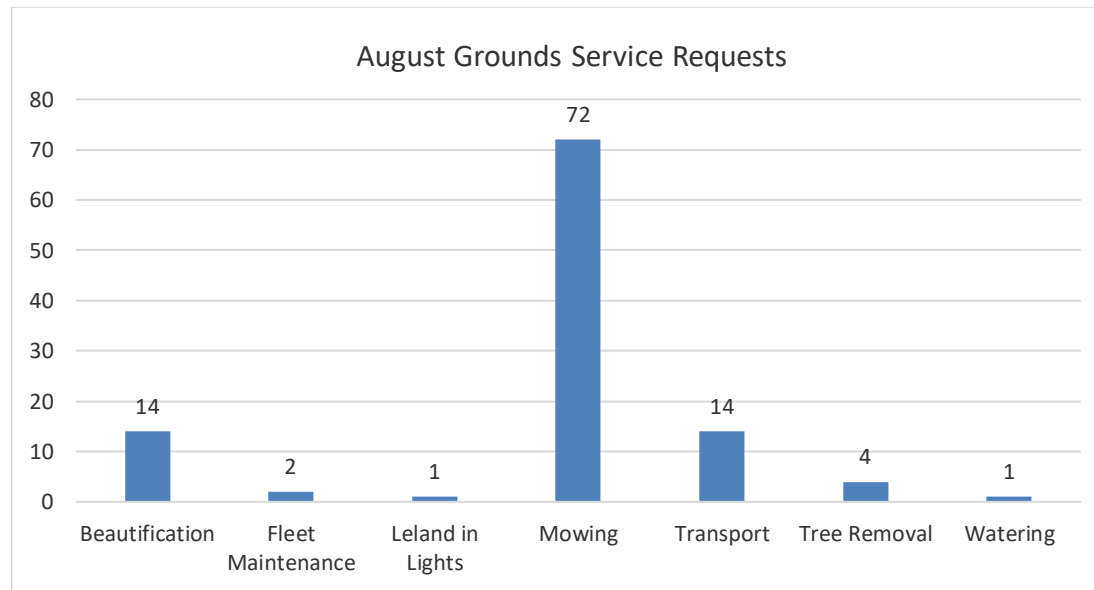
- Several events are scheduled in Founders Park in September. Grounds staff will be maintaining and beautifying the Park before and during each of the events.
- Northgate stormwater pond mowing will continue this summer and seeding will be completed in September.
- Staff will be installing mulch on the diverging diamond landscaped areas in September.
- Staff is working with NCDOT on the restoration and stabilization of the slopes along Village Road under the US 74/17 overpass near the diverging diamond. NCDOT will be stabilizing this area soon, and the Town will take over maintenance of the stabilization.
- The diverging diamond on Village Road will require irrigation, and staff is working with an engineer to complete plans and obtain an encroachment permit from NCDOT.
- Staff will be seeding the front side of the new Animal Control Facility in September.
- Board replacement and maintenance will be completed at Cypress Cove and Westgate Nature Parks in September.
- Leland in Lights light installation will begin September 12 and continue through Thanksgiving.

Projects Completed

- The playground mulch and landscape timbers were replaced in Founders Park.
- The rights-of-way along Old Fayetteville and Village Roads were mowed before the first day of school on August 29.
- Staff prepped and hauled in landscape soil for the front side of the new Animal Control Facility.
- Summer landscape maintenance continues at all Town facilities and parks, including watering as needed.

Work Order Summary

- Grounds received 108 work orders in August, with most of them being mowing related (72).
- Grounds completed 48 work orders in August, with an approximate expense of \$14,800 in labor and equipment to complete these work orders.



Facilities Updates

Work Priorities and Initiatives

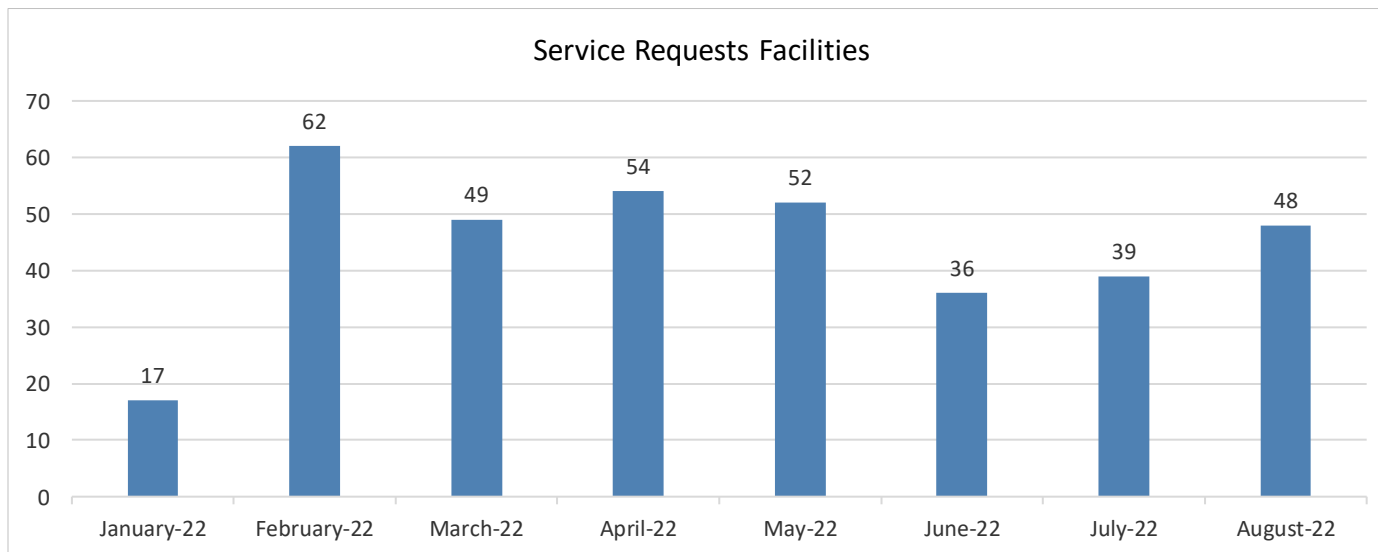
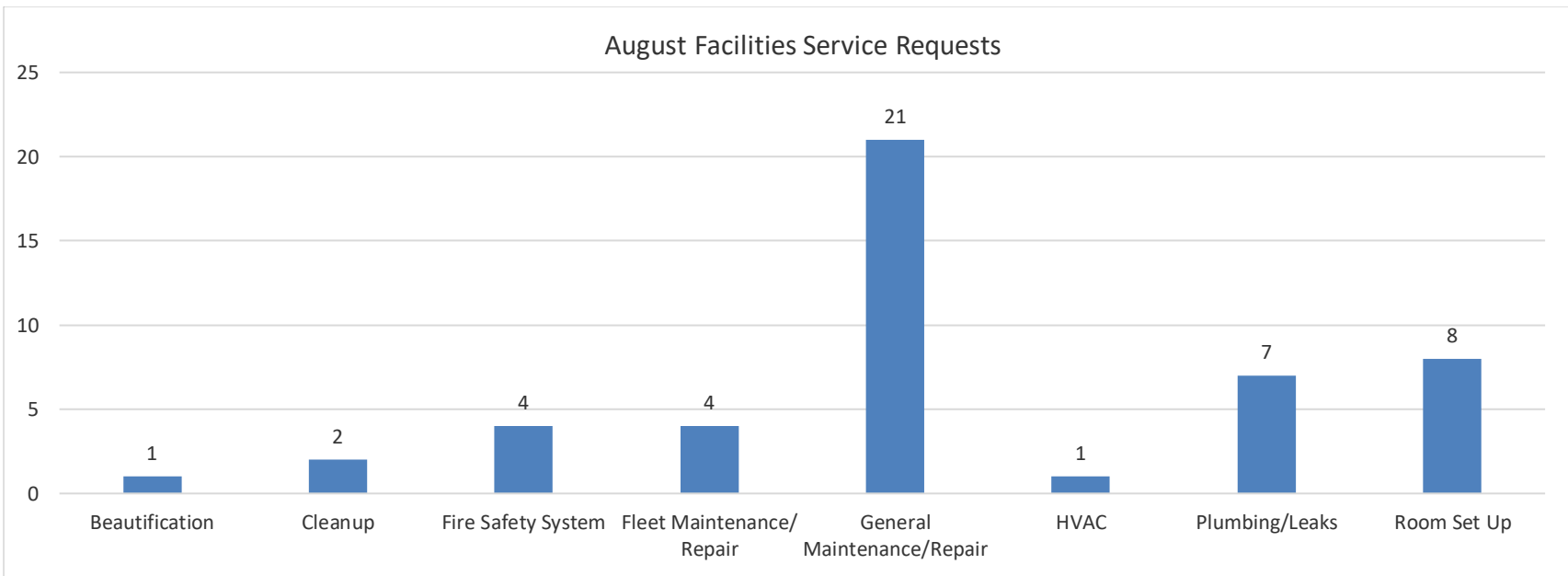
- Staff will be installing a mesh screen on the fence surrounding the Town's Recycling Center on Perry Avenue to improve privacy and add a buffer. Crews cleared the fence of vegetative debris in August.
- Staff is obtaining quotes to repaint the red panels at the LCAC. The panels were power washed in August to prep for the painting.
- Staff is issuing a task order for new electrical outlets to go outside of Town Hall for Leland in Lights. This work is anticipated to start in September.
- Leland in Lights light installation will begin September 12 and continue through Thanksgiving.
- BFPE will be completing annual testing on fire panels, extinguishers, and sprinkler systems in September.
- Staff is adding a regulator and quick connect mechanism to the kiln natural gas line at the LCAC.
- Staff will be completing quarterly inspections for all Town facilities in September.

Projects Completed

- Staff completed renovations to the Village Road Fire Station. This building will be used as a temporary office facility for Building Inspectors. Staff put together eight new desks for these offices.
- Staff conducted preventative maintenance on all HVAC units at the LCAC.
- Staff completed the installation of new power outlets to Founders Park for Leland in Lights.
- Staff completed installing the air compressors at the Westport and Village Road Fire Stations.
- Staff removed more than 500 pounds of surplus IT equipment from Town Hall and took it to the recycling center in Bolivia.
- Staff prepped and repainted two doors at the new Animal Control Facility.
- Staff hung blinds at Fire Station 53 to help block the sunlight and add privacy.

Work Order Summary

- Facilities received 48 work orders in August, with most of them being general maintenance and repair (21) and room setup related (8).
- Facilities completed 37 work orders in August, with the bulk of the expense being related to labor and materials (\$4,400).



Fleet Vehicle Updates

Work Priorities

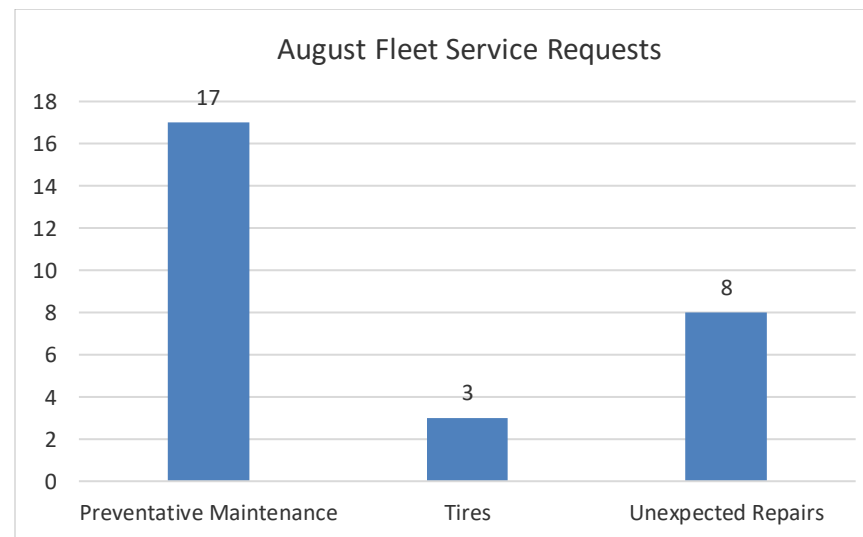
- Staff is working with Finance to complete new vehicle orders for each department.
- Staff is working with Legal to renew the Fleet maintenance agreement with Black's Tire.
- Staff is reviewing quotes to permanently install safety lights on all department trucks.

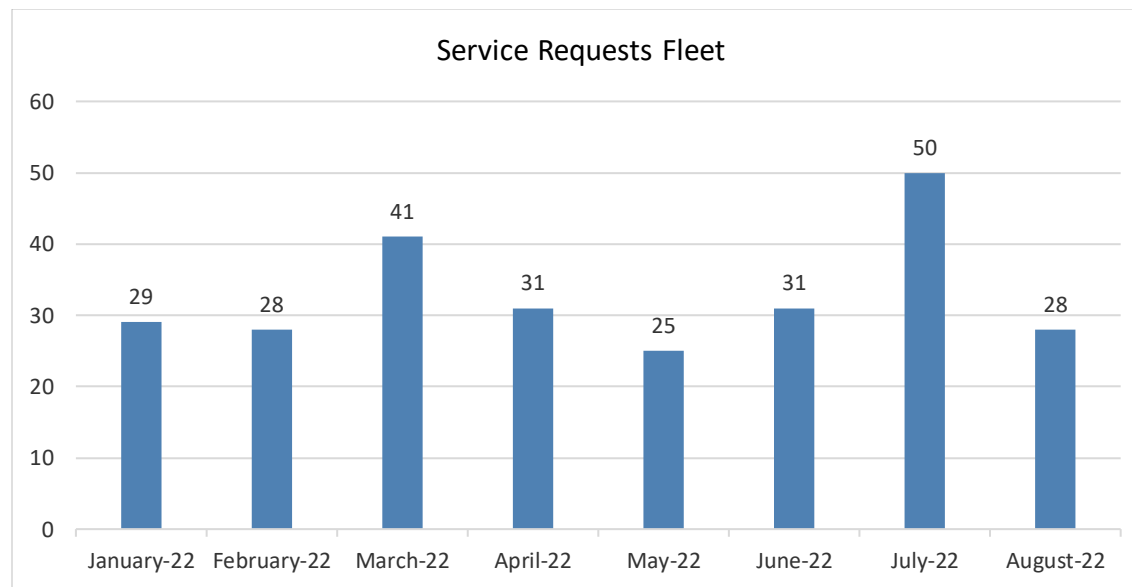
Projects Completed

- Repairs were completed on three Fleet vehicles by Parker's Collision.
- GPS units were installed on four new Fleet vehicles.

Work Order Summary

- Fleet received 28 service requests in August for an approximate expense of \$5,600. Of these, 17 requests were for preventative maintenance for a total of \$1,500.





Capital Project Updates

2014 STP-DA Projects U5534 (I, J, K)

- Purpose: To construct a sidewalk along Old Fayetteville Road from Ricefield Branch to Leland Middle School, a multi-use path extension along Village Road from the Brunswick County Senior Center to Sturgeon Creek, and a sidewalk loop from Town Hall Drive down Village and Old Fayetteville Roads.
- Status: Town staff has engaged the contractor's surety company on default of contract.
- Next Steps: Construction is on hold until pay items and scheduling for the remainder of the work can be worked out with the contractor. Final completion is TBD.
- Concerns: Contractor failed to complete the project within the contract time, August 22, 2021. Town staff is tracking anticipated liquidated damages at \$500 per day and working closely with NCDOT and SEPI Engineering to complete the project.

Brunswick Village Boulevard Extension and Kay Todd Road Multi-Use Path

- Purpose: To extend Brunswick Village Boulevard across Kay Todd Road as well as install stormwater catch basins, three stormwater ponds, a multi-use path along Kay Todd Road, and pave Brunswick Village Boulevard Extension from Kay Todd Road to Hewett-Burton Road.
- Status: Project was advertised and bid a second time on August 31. The Town received two bids with Funston Construction Company as the apparent low bidder.
- Next Steps: Review bids and finalize award of the project.
- Concerns: Project exceeded budget and funding source is under review.

Leland Unpaved Road Improvements

- Purpose: To improve the unpaved roads of Breman Lane, John Sneed Lane, Graham Drive, and a section of Appleton Way.
- Status: Engineer has developed the concept plan for the four streets and the project has been submitted for TRC review.
- Next Steps: Following TRC review, engineer will update the concept plans and Town staff will schedule public meetings with residents along the affected streets to review the proposed improvements.
- Concerns: No concerns at this time.

Town of Leland Streets Resurfacing 2021-2022

- Purpose: To resurface nine streets within the Town limits to include Olde Waterford Way, a portion of Woodwind Drive, Palm Ridge Drive, Old Village Circle, Royal Palm Way, a portion of Pine Harvest Drive, Bentgreen Drive, West Gate Drive, the intersection at New Pointe Boulevard and West Gate, and the commercial section of Grandiflora Drive.
- Status: The Town approved and awarded the project to C.M. Mitchell Construction Company for \$1,076,444.60. The construction contract is being fully executed and Notice to Proceed will be issued.
- Next Steps: Town staff to issue Notice to Proceed. Construction anticipated to begin in September and is expected to take 90 days to complete. Town staff to coordinate the resurfacing of Highway 17 and signal upgrades at Olde Waterford Way with NCDOT as well as H2GO's project to rehab four sewer manholes along Pine Harvest Drive in Waterford.
- Concerns: No concerns at this time.

Baldwin Drive Improvements

- Purpose: To improve Baldwin Drive from Navassa Road to Lee Drive. The scope of the project includes the widening and paving of Baldwin Drive, installing sidewalks, stormwater, and drainage improvements.

- Status: Engineer has developed the concept plan for Baldwin Drive. TRC review is now complete with input from all Town departments and stakeholders. Engineer is updating the concept plans for upcoming public meetings.
- Next Steps: Town staff to schedule public meetings with residents along Baldwin Drive to review the proposed improvements.
- Concerns: No concerns at this time.

Olde Waterford Way Extension

- Purpose: To extend Olde Waterford Way from Palm Ridge Drive to Olde Regent Way. This road extension will alleviate traffic congestion along existing Olde Waterford Way and better serve the developing areas within Waterford.
- Status: The engineer has reviewed and approved submittals. One catch basin rim elevation was revised due to the change in storm drain pipe material.
- Next Steps: Contractor plans to begin construction in early September.
- Concerns: No concerns at this time.

Ocean Gate Plaza Intersection Improvements

- Purpose: The Town is working with the developer of Leland Corners to install a single-lane teardrop roundabout to improve the intersection at Ocean Gate Plaza and New Pointe Boulevard.
- Status: Town staff has awarded a task order to DAVENPORT to complete the survey and design work. Survey work has commenced and will take several weeks to complete.
- Next Steps: Preliminary design of the single-lane teardrop.
- Concerns: Coordinating design work with developer who is constructing the Ocean Gate and Gateway Boulevard roundabout.

Leland Fire Station 51 – 1987 Andrew Jackson Highway NE

- Purpose: Construction of a new Fire Station at the Municipal Operations Center at 1987 Andrew Jackson Highway NE.
- Status: All building permits have been approved and project is underway. Sitework has begun and building footers have been poured. GC is ordering items with longer lead times in order to ensure availability.
- Next Steps: Adjust several smaller items within building scope and continue with construction. Metal building has been delivered and is awaiting building slab before erection.
- Concerns: Increase in construction costs associated primarily with increases in materials.

1987 Andrew Jackson Highway – Municipal Operations Center (MOC)

- Purpose: Up-fit property and facilities to support Town operations.

- Status: Loading dock leveler received. PO requisition for generator transfer switch has been processed. Staff is ordering items for future stormwater tie in, in conjunction with Fire Station 51 build.
- Next Steps: Finalize quotes for door access control and security cameras.
- Concerns: No concerns at this time.

Emergency Watershed Protection – Stream Clearing

- Purpose: Snag and drag/stabilization of four streams in Leland that have debris buildup due to Hurricane Florence.
- Status: All work has been completed and approved by USDA.
- Next Steps: Completing paperwork and billing associated with project closeout. Awaiting as-built drawings from engineer on streambank stabilization of Jackeys Creek.
- Concerns: No concerns at this time.

Streamflow Rehabilitation Assistance Program (StRAP) – Stream Clearing

- Purpose: Vegetative debris cleanup and removal within streams throughout Leland via grant received from NCDA.
- Status: RFP has been advertised for the project.
- Next Steps: Bid opening scheduled for September 29. Award contract after bid opening if bid received from qualified contractor.
- Concerns: No concerns at this time.

Sturgeon Creek Park

- Purpose: Phased park development of property located off South Navassa Road at Sturgeon Creek.
- Status: Town was approved by NCDEQ for participation in Brownfields Study program and is awaiting next steps from NCDEQ project manager. NC Wildlife has site on project list and is currently working on prelim plans. NC Wildlife estimates approximately \$500,000 will be given to the Town for the construction of parking lot adjacent to ramp.
- Next Steps: Coordinate next steps with WithersRavenel for Brownfields Study of the property. Continue communication with NC Wildlife on the boat ramp.
- Concerns: No concerns at this time.

Founders Park Improvements

- Purpose: Phase 1A and 1B park improvements that will include walking paths, play areas, fitness areas, veterans memorial, picnic shelters, and an amphitheater.

- Status: McGill currently working with architect and playground/splashpad contractor to finalize site plan and begin permitting. Architect is continuing work on plans for amphitheater, bathrooms, and picnic shelters. Project has been submitted for review through the TRC process.
- Next Steps: Continue moving towards finalization of site plans and permit submissions. Send Duke Energy 100% site and architectural plans once engineering has been completed to address power requirements. Work with H2GO on finalization of utility plans. Work with playground contractor on design and selection of playground and fitness station components.
- Concerns: No concerns at this time.

Animal Control Facility at MOC

- Purpose: Renovation of “Seaglass” building at MOC to convert to Animal Control Facility.
- Status: Most major renovation items have been completed and contractors are working through building inspection process and finalizing project. Currently awaiting septic tank inspection. Kennels have been delivered and installed.
- Next Steps: Receive recommendation based on septic tank inspection and finalize project.
- Concerns: No concerns at this time.

Loblolly Park

- Purpose: Develop land off Kay Todd Road into a new Town park.
- Status: Property has been forestry mulched and wetland delineation has been completed.
- Next Steps: Review wetland delineation and proceed with survey of property.
- Concerns: No concerns at this time.

Town Hall Addition

- Purpose: Design and construction of addition to current Town Hall building to gain more workspace including offices and conference rooms.
- Status: RFQ has been advertised for the architectural design of Town Hall expansion.
- Next Steps: RFQ submissions will be received until September 19. Complete selection process and begin design of addition.
- Concerns: No concerns at this time.

Sweetbay Park

- Purpose: Develop two properties off Trade Street into 18-hole disc golf course.
- Status: Wetland delineation has been completed.
- Next Steps: Currently awaiting recommendation/next steps to proceed with plan for property.

- Concerns: No concerns at this time.

Mallory Creek Drive Drainage Improvements (Funded by NC Resilient Coastal Communities Program Phase 3)

- Purpose: To alleviate flooding on Mallory Creek Drive between Hemlock Way and Pine Cone Drive.
- Status: Finalized the grant contract with NC Department of Coastal Management. Executed a task order with CLD Engineering to survey the project area.
- Next Steps: Town staff working with CLD Engineering to finalize survey schedule.
- Concerns: No concerns at this time.

Leland Resilient Routes (Funded by NC Department of Public Safety Transportation Infrastructure Resiliency Fund Grant 2022)

- Purpose: To identify and analyze critical routes within and surrounding Town limits to determine how resilient each route is to coastal hazards. For routes that pose vulnerabilities to coastal hazards, potential solutions to mitigate the vulnerability will be identified.
- Status: Contract with NC Department of Public Safety, North Carolina Emergency Management has been finalized and executed.
- Next Steps: Complete RFP and prepare project for advertisement and bid.
- Concerns: No concerns at this time.

Department News

Joeli Franks, Alison Fore, and Jessica Draughn completed Crowd Manager training from the National Association of State Fire Marshals.

The department received a donation of art shelves to be used for the LCAC from Leland resident Tony Ward.

Parks and Recreation Board Summary

The Parks and Recreation Board met on August 31, 2022, and reviewed the following topics:

- Park Classification Listing
- Public Art Policy
- Park Development Update
- Amended Board and Committee Rules of Procedure and Handbook
- Grant Updates

The Parks and Recreation Board's next meeting is scheduled for October 26, 2022.

Upcoming Events

September 22, 2022 – Live @ the Park: Carolina Soul Band

September 24, 2022 – Movies in the Park: Luca

October 1, 2022 – Bowls and Baskets & Chili Cook-Off at the LCAC

October 4, 2022 – National Night Out

October 6, 2022 – LCAC Gallery Reception: YiFenn Strickland and Kathy Irvine

October 6, 2022 – Live @ the Park: Legacy Motown Revue

October 15, 2022 – Movie in the Park: Hocus Pocus

Parks, Recreation, and Cultural Resources Updates

The first fall session of programs begins on September 6. New additions to the fall schedule include Shibori, Drawing Faces, and Tai Chi for Arthritis. An expanded selection of homeschool programs is also being offered this season. A successful Open House on August 27 brought more than 150 visitors to the LCAC to meet instructors and learn about the entire fall and winter lineup of programs and events.

September and October are packed with special events at the LCAC and in Town of Leland parks. The Live @ the Park series will feature Carolina Soul Band and Legacy Motown Revue this fall, and Luca and Hocus Pocus will be screened as Movies in Founders Park. Staff are also assisting the Police Department with organizing National Night Out on October 4 at Founders Park, including live music, food trucks, and games!

The LCAC will host the department's first Bowls and Baskets sale featuring work from pottery and basket-making students as well as a chili cook-off between Police and Fire staff on October 1. Also at the LCAC, the Brunswick County Arts Council's annual Fall Art Show featuring 2D and 3D work by artists from across the county will be on display from September 26 through October 8.

Social Media Update

- PRCR Facebook Highlights (August 1 – 31, 2022)
 - Added 33 new page likes
 - Page reach – 20,000
 - Top post (Largest reach): “Founders' Celebration is only two weeks away! Make sure to mark your calendars. We want to see all of you out there on September 10th, 3 - 9 PM at Founders Park! We have an awesome line up of food trucks: Chocolate and S'more, The Cheesesteak Hustle, Snowie of the Carolinas, Dixieland Kettle Corn Company, and many more.”

- LCAC Facebook Highlights (August 1 – 31, 2022)
 - Added 54 new page likes
 - Page reach – 21,000
 - Top post (Largest reach): “Our Open House was a huge success! It was great to see so many community members learning about the programs and events we host throughout the year. Remember you can stop by the LCAC anytime to ask about upcoming events and ongoing programs. Our gallery is also open to the public and rotates out with the new artists every month. Thank you to Sunset Slush of Wilmington for coming out!”

- PRCR Instagram (August 1 – 31, 2022)
 - 22 new followers
 - Post reach – 5,500

- Top post (Largest reach): “Did you know Founders' Celebration is only 5 weeks away! Celebrate the Town of Leland's birthday on September 10 from 3-9pm at Founders Park. There will be carnival rides, food trucks, live music from Carolina Casuals, Gump Fiction, and Masonboro Sound, fireworks, and more! What are you looking forward to the most? Comment below and let us know.”
- LCAC Instagram (August 1 – 31, 2022)
 - 25 new followers
 - Post reach – 16,000
 - Top post (Largest reach): “Our Open House was a huge success! It was great to see so many community members learning about the programs and events we host throughout the year. Remember you can stop by the LCAC anytime to ask about upcoming events and ongoing programs. Our gallery is also open to the public and rotates out with the new artists every month. Thank you to @sunsetslushwilmington for coming out!”
- PRCR Tik Tok (August 1 – 31, 2022)
 - 5 new followers
 - Video views – 2,158
 - Likes – 96

Department News

In August, more than 231 people visited the front desk at Town Hall and more than 252 people called the main phone line. Ms. Jewell attended the latest meeting of the Lower Cape Fear Communicators. The August meeting was held in Shallotte and focused on social media policies and practices, government education, and collaborating across Brunswick County.

Social Media Update

- Facebook Highlights (August 1 – 31, 2022)
 - Added 72 new page followers
 - Overall post reach – 61K
 - Top post (Largest reach): “Join us in congratulating Sheldon Adams on his promotion to Facilities Maintenance Technician II! Thank you for all you do, Sheldon! 🍌🌲”
- Twitter Highlights (August 1 – 31, 2022)
 - Impressions/Reach – 4,202
 - Received 1,187 new profile visits
 - Top tweet (Largest reach): “It's @lelandfirerescu Captain Kirsty Thayer #InTheSpotlight this week! 🔥 Kirsty started with the Town in January 2018. Learn more about her! 📍 #LelandNC pic.twitter.com/4UMq4IQmMk”
- NextDoor Highlights (August 1 – 31, 2022)
 - Impressions/Reach – 46,552
 - Likes/Comments – 278
 - Top post (Largest reach): “Congratulations, Felicia. Join us in congratulating Felicia McCabe on her promotion to Senior Police Officer! Thank you for all you do, Felicia! 🍌💙🚓”
- Instagram Highlights (August 1 – 31, 2022)
 - Added 24 new page followers
 - Post impressions – 1.2K
 - Top post (Largest reach): “Leland turns 33 this year! 🎂 Leland was officially incorporated on Sept. 12, 1989. We're marking the anniversary with live music, carnival rides, food trucks, and more at Founders' Celebration! Join us in Founders Park on Sept. 10 from 3 to 9 p.m. 🎪 What's your favorite Founders' Celebration memory? Learn more about the event on our website. Link in bio.”

- LinkedIn Highlights (August 1 – 31, 2022)
 - Added 23 new followers
 - Page views – 194
 - Page impressions – 9.5K
 - Reactions/Comments/Shares – 489
 - Top post (Largest reach): “Join us in welcoming our new Staff Attorney, Corrie Evans! We are excited to have her as part of the Town. Welcome, Corrie! 🌳💙 #growingourfuture #nourishingourroots”

Project Updates

- Get to Know Your Government: Learning Leland initiative has launched. Developed branding, survey, and website materials. Promoting across communications platforms to solicit feedback. Collecting survey responses through September 16 to determine topics and how people would like to receive information.
- Identified video production equipment needed and worked with IT staff to purchase. Equipment has started arriving and training will take place in September.
- Developed and launched comprehensive marketing strategy for Founders’ Celebration on September 10, to include creation of online resources, press release, distribution through social media and newsletter, advertisement development, and more.
- Collaborated with H2GO to coordinate communications strategy for upcoming utility work on Pine Harvest Drive. Town staff have taken the lead on these efforts.
- Began partnership with UNCW Federal Work Study Program to offer a Communications Specialist position to students this fall. If a student is selected, they will work primarily at the front desk of Town Hall and be paid through the federal government.
- New website management is going well, with review, maintenance, and updates ongoing. Analytics continue to be valuable in showing how people are using the website to help staff create a more user-friendly experience. Staff from other departments are being added to the website and trained so they can add/update content.
- Continued learning new social media management software, Hootsuite, which allows for better content management, more seamless integration across multiple platforms, and more in-depth analytics. This is helping staff to refine the social media strategy.
- Produced 62 engaging graphics and videos for use across communications platforms.
- Continued the internal and external Employee Spotlight campaigns. Utilized Paylocity to roll out the internal initiative consisting of daily postings spotlighting four staff members and resulting in 1,541 impressions in August. Utilized all social media platforms to showcase external Employee Spotlight.
- Began developing a New Residents webpage and resources to assist newcomers in their transition to Leland.

- Strategic Communications Plan research continues with the focus on starting with a Marketing SOP. Evaluating plans from other government organizations and creating strategy to develop the Town's plan.
- Collaborated with various departments to create and implement comprehensive public information strategies for multiple initiatives including grants received, new Police technology, upcoming events, community surveys, and more.
- Responded to various public inquiries through social media, email, and website contact forms.
- Managed media inquiries, developed Town statements, distributed press releases, and coordinated coverage for Town meetings, events, awards, initiatives, Police incidents, and other news.

Press Releases/Blogs/FAQs/Media Coverage

- Town of Leland Website
 - [Town Awarded More than \\$258,000 for Stream Debris Removal](#)
 - [\\$20,000 Grant Awarded to Fund Design of Mallory Creek Drive Drainage Improvements](#)
 - [Community Invited to Parks, Recreation, and Cultural Resources Open House](#)
 - [Public Input Needed for Get to Know Your Government Series](#)
 - [Submit Feedback on Regional Climate Change and Natural Hazards Vulnerability Assessment](#)
 - [Section of Pine Harvest Drive to Close for Utility Work through October](#)
 - [Leland Police Department Implements Technology to Streamline Arrest Process](#)
 - [Founders' Celebration to Mark 33rd Anniversary of Leland Incorporation](#)
- Port City Daily
 - [Leland PD release name of victim killed in weekend shooting](#)
 - [The Agenda: In local government this week](#)
 - [Manhole repairs in Leland neighborhood to impact road closures](#)
- WWAY
 - [UPDATE: Victim named in Leland deadly shooting](#)
 - [Gullah Geechee week wraps up with Ocean Isle Beach event](#)
 - [Crews battle garbage fire at Leland gas station](#)
 - [New style Leland development in the works](#)

- [Lowe's Home Improvement first of many new businesses on the way in Leland](#)
- [Deadly July 31st Leland shooting determined by District Attorney as self-defense](#)
- ['Coffee With a Cop' event taking place this Saturday in Leland](#)
- [Leland police have coffee and convos with community over weekend](#)
- [Section of Leland road to close for utility work through October](#)
- [New technology streamlining arrest process for Leland Police Department](#)
- [Leland seeking public input for 'Get to Know Your Government' series](#)
- [Leland marking 33rd birthday at Founders' Celebration next month](#)
- [Leland Fire/Rescue members ensuring new fire truck meets needs of department, community](#)
- [Two cats, bearded dragon rescued from Leland house fire](#)
- [Leland Police adds new technology to assist with arrests made in town limits](#)
- [Leland Fire/Rescue take part in water rescue training](#)

- WECT
 - [Police investigating deadly shooting inside Leland home](#)
 - [UPDATE: 16-year-old located after missing person report](#)
 - [Video shows a recycling truck dump flaming materials onto the road](#)
 - [Leland Fire/Rescue responds to fire at Shamrock Drive that engulfed a shed](#)
 - [911 records from Leland death investigation sealed](#)
 - [Belville pays Leland \\$225,000 in attorney fees for H2GO lawsuit](#)
 - [DA: Leland fatal shooting ruled self-defense](#)
 - [Leland invites community to Parks, Recreation, and Cultural Resources Open House](#)
 - [911 call from Leland shooting: 'We went out there. He's got blood all over him'](#)
 - [H2GO legal battle concludes, Leland recuperated for attorney's fees](#)
 - ['Coffee with a Cop' event makes post-pandemic return](#)
 - [Pine Harvest Drive in Leland to experience closures for utility work](#)
 - [Leland PD receives new technology to streamline arrest process](#)
 - [UPDATE: Work to Pine Harvest Drive in Leland delayed](#)
 - [Leland announces 'Founders' Celebration' to honor the town's 33rd anniversary](#)
 - [Leland Fire/Rescue saves 3 pets from Mallory Creek fire](#)

- StarNews
 - [No criminal charges in deadly Leland shooting, DA says killing was self-defense](#)
 - [After 15 years, how Brunswick Forest survives, thrives and plans for more growth](#)
- Wilmington Business Journal
 - [Leland Town Center Lands New Tenant; Lowe's Begins Construction](#)
 - [Rental Cottages On Way To Leland](#)
 - [Leland Planning Board Denies Brunswick Forest Townhouse Project Plan](#)

TDA Marketing

- Worked with WWAY to create Founders' Celebration promotion to run in over-the-top marketing and on air. Advertisement began running late August.
- Designed ad for November issue of *Our State* magazine promoting Leland in Lights.
- Launched new strategy for Visit Leland social media and website management.

Leland TDA Meeting Summary

The Leland Tourism Development Authority did not meet in August. The next meeting is scheduled for September 14, 2022.

Department News

Ms. Reinhardt attended the North Carolina Association of Municipal Clerks (NCAMC) Summer Clerks Academy held in Asheville to obtain continuing education credits to maintain her North Carolina Certified Municipal Clerk designation. She was sworn into office as the Second Vice President of the NCAMC. Ms. Reinhardt reapplied, tested, and received her five-year notary renewal. The annual Board and Committee appointments were submitted to the North Carolina Secretary of State.

Major Work Priorities

- The Town Clerk published meeting agendas and prepared minutes for the following meetings:
 - August 11 Economic Development Committee
 - August 15 Agenda Council Meeting
 - August 15 Council Closed Session Meeting
 - August 18 Council Regular Meeting
 - August 30 Planning Board Meeting
 - August 31 Parks and Recreation Board Meeting
- Action Items:
 - Budget Amendments – 1
 - Budget Ordinances – 0
 - Minutes – 6
 - Agendas – 5
 - Resolutions – 15
 - Ordinances – 4
 - Proclamations – 1
 - Recognition Requests – 2
 - Public Hearing Notices for the Council Meetings – 7
 - Board/Committee Vacancies: Board of Adjustment Alternate (1); Economic Development Committee (1); and Parks and Recreation Student Representative (1)
 - Board/Committee Appointments – 0

Government Portal (iCompass) Transparency Update

- Portal Visits – 3773
- Portal Unique Visits – 2232
- Regular Council Meeting Agenda Views – 889
- Agenda Council Meeting Agenda Views – 417
- Planning Board Meeting Agenda Views – 529
- Economic Development Committee Meeting Agenda Views – 523
- Parks and Recreation Board Board Meeting Agenda Views – 199

Department News

Officer Mercado attended the Crime Scene Investigation course at the North Carolina Justice Academy August 1-12. This course provided the necessary skills to secure and protect a crime scene, document the crime scene through sketching and photography, and properly collect, package, and transport evidence to the crime lab.

Senior Officer Payne attended INTOX Recertification at the Oak Island Police Department on August 2. This recertification is a requirement for officers to operate an intoximeter breath testing instrument by demonstrating they still have the knowledge and understanding to perform legal breath alcohol tests.

Officer Winston attended FEMA training on August 8.

Officer Majors attended the General Criminal Investigations course August 8-12 at the North Carolina Justice Academy. This foundational course teaches officers broad yet fundamental investigative procedures necessary to conduct a thorough criminal investigation starting with the initial response and ending with a successful prosecution.

Senior Officers Berry and Martin attended Leadership Development August 8-12 at the North Carolina Justice Academy. This course exposed officers to different ideas on personnel and organizational management as well as leadership.

Officers Bortnick, Piniewski, and Taylor attended RADAR Training August 12-14 at Cape Fear Community College. This course certified officers to operate the radar instrument for traffic enforcement purposes.

Officer Roberts attended LIDAR training on August 17 at Cape Fear Community College. This training certified Officer Roberts to operate the LIDAR instrument for traffic enforcement purposes.

Sergeant Irvin attended Radar Recertification Training August 18-19 at Cape Fear Community College. This recertification is a requirement for the continued operation of a radar instrument for traffic enforcement purposes.

Lieutenant Warren attended the Annual School Director's Conference August 21-23 in Greensboro. The conference provides directors with current required standards set by the Criminal Justice Standards Commission for In-Service Training, Basic Law Enforcement Training, and Speed Measurement Instrument Training for the upcoming year.

On August 24-25, officers took part in portions of their annual in-service training.

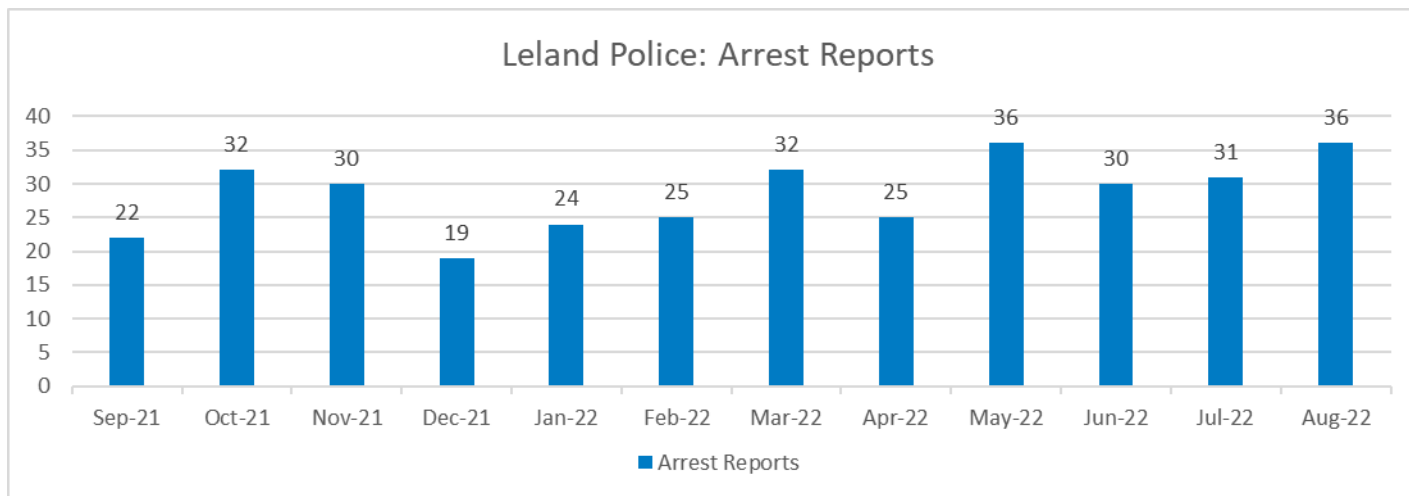
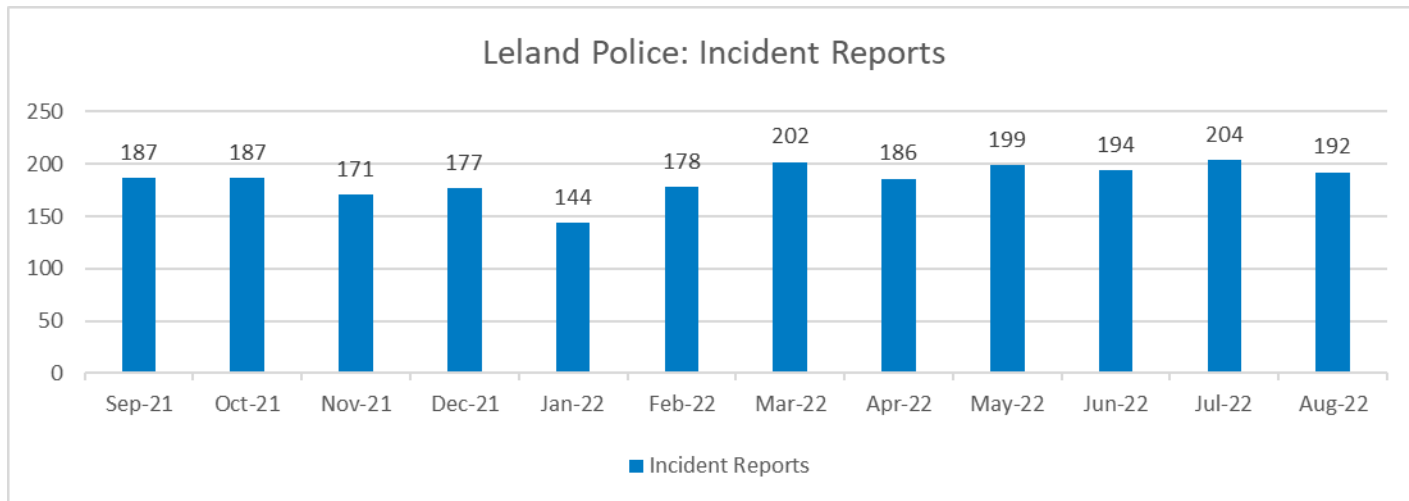
Master Officer Yeager attended First Line Supervision August 29-September 2 at Cape Fear Community College. He learned how to effectively supervise personnel after learning the basic concepts of management and employee relations within a law enforcement agency.

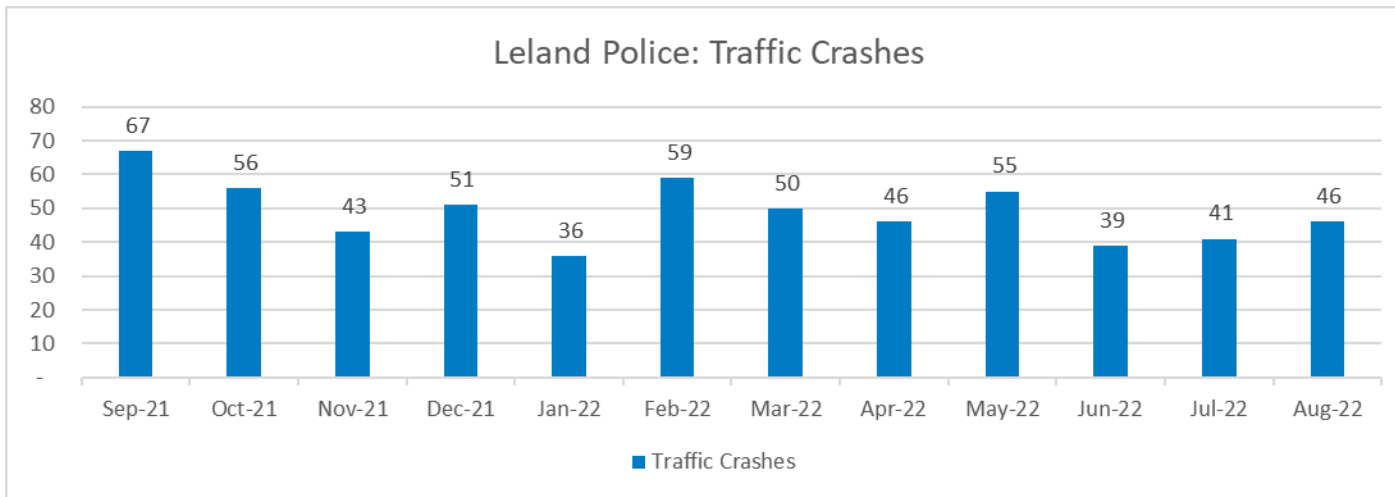
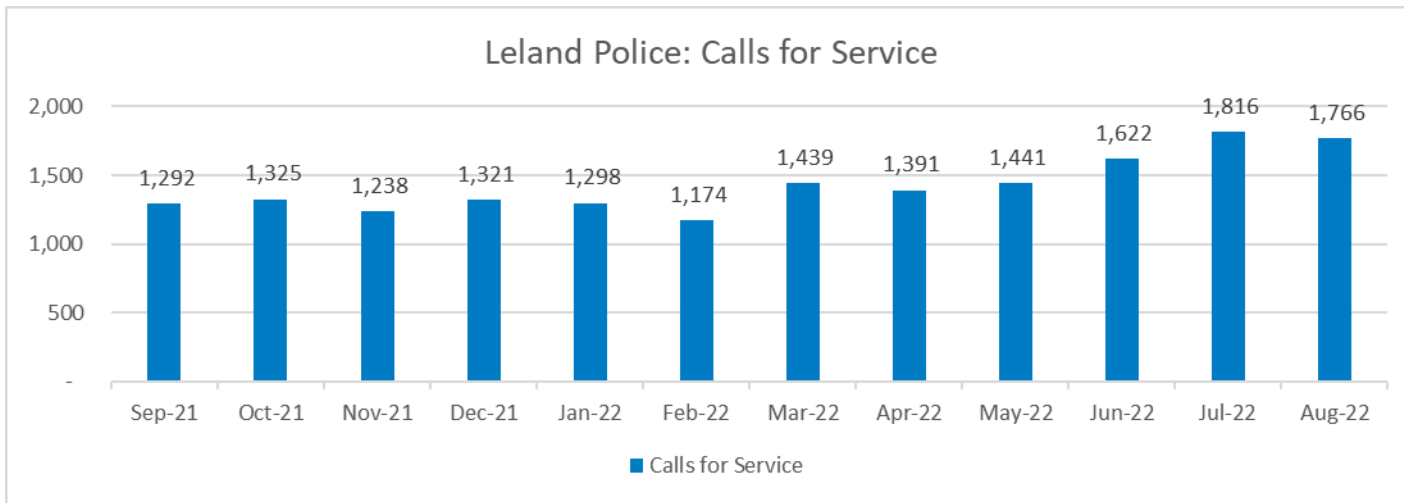
Staff held Coffee with a Cop on August 20, which was hosted by Starbucks in the Leland Town Center and coordinated by Sergeant James Munger. This event provided various staff members the opportunity to have meaningful conversations with residents and visitors to the area.

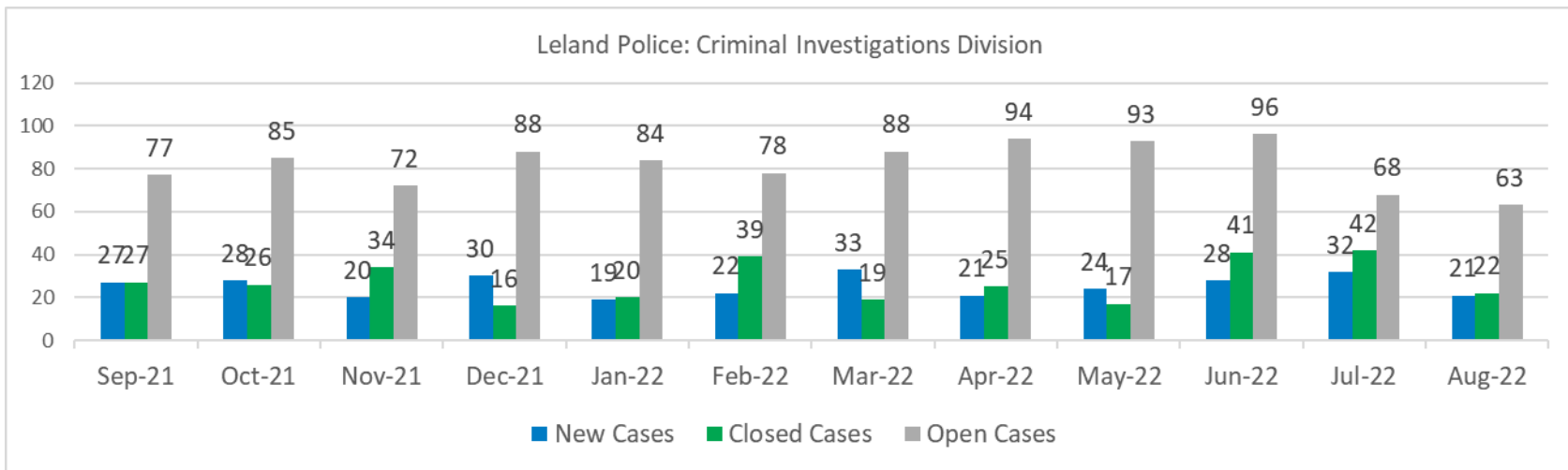
The department is very thankful for the opportunity to spend time with everyone who attended and would like to thank Councilmember McHugh and members of Leland Fire/Rescue for joining. Staff is looking forward to more events like this in the future.

Dashboard

Animal Services Report							
	Complaints	Cats Picked up	Dogs Picked up	Transported	Traps	Citations	Bites
Sep-21	25	2	6	7	0	0	2
Oct-21	38	5	2	7	4	0	2
Nov-21	33	2	7	9	3	0	4
Dec-21	29	2	2	4	6	1	1
Jan-22	40	3	6	7	3	1	2
Feb-22	26	2	4	6	0	1	1
Mar-22	44	2	2	3	0	2	3
Apr-22	69	8	8	12	7	0	2
May-22	54	2	7	7	3	1	2
Jun-22	71	7	4	7	2	0	2
Jul-22	47	7	7	12	1	0	3
Aug-22	57	9	4	13	7	0	3
Totals	533	51	59	94	36	6	27







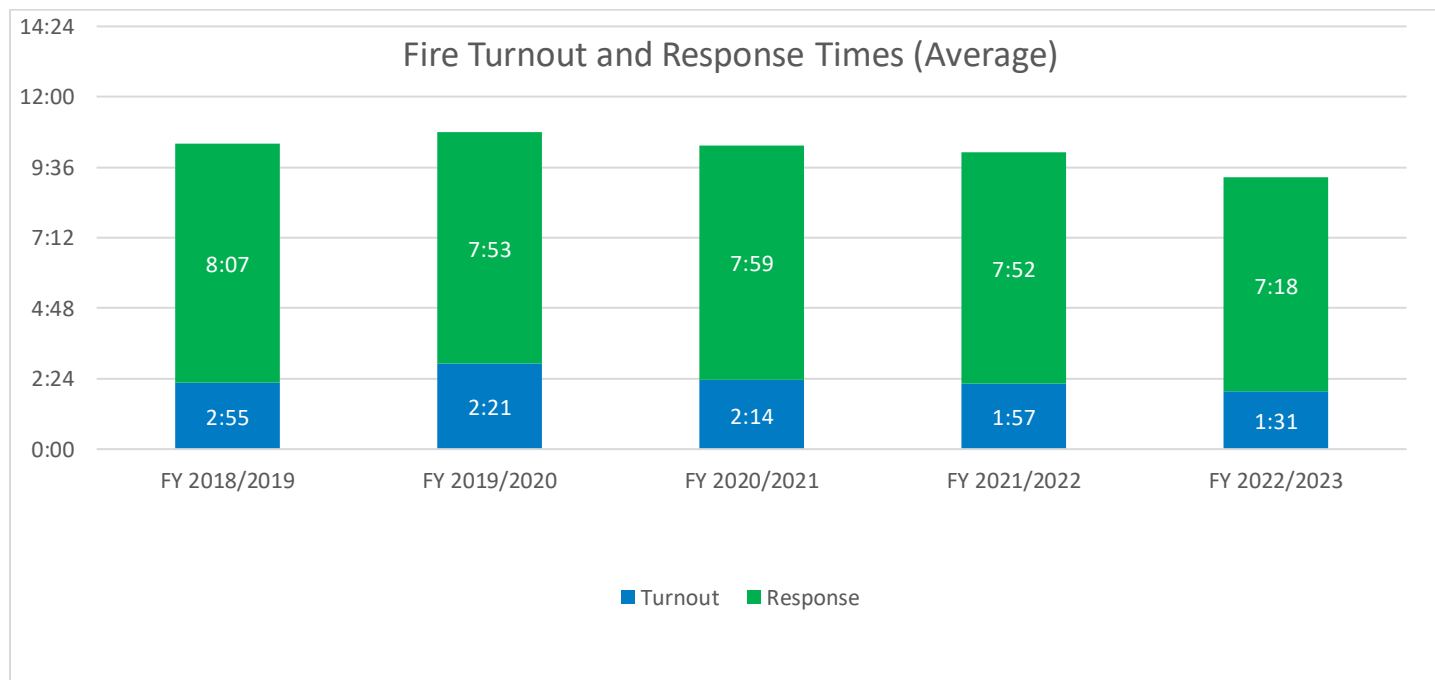
Department News

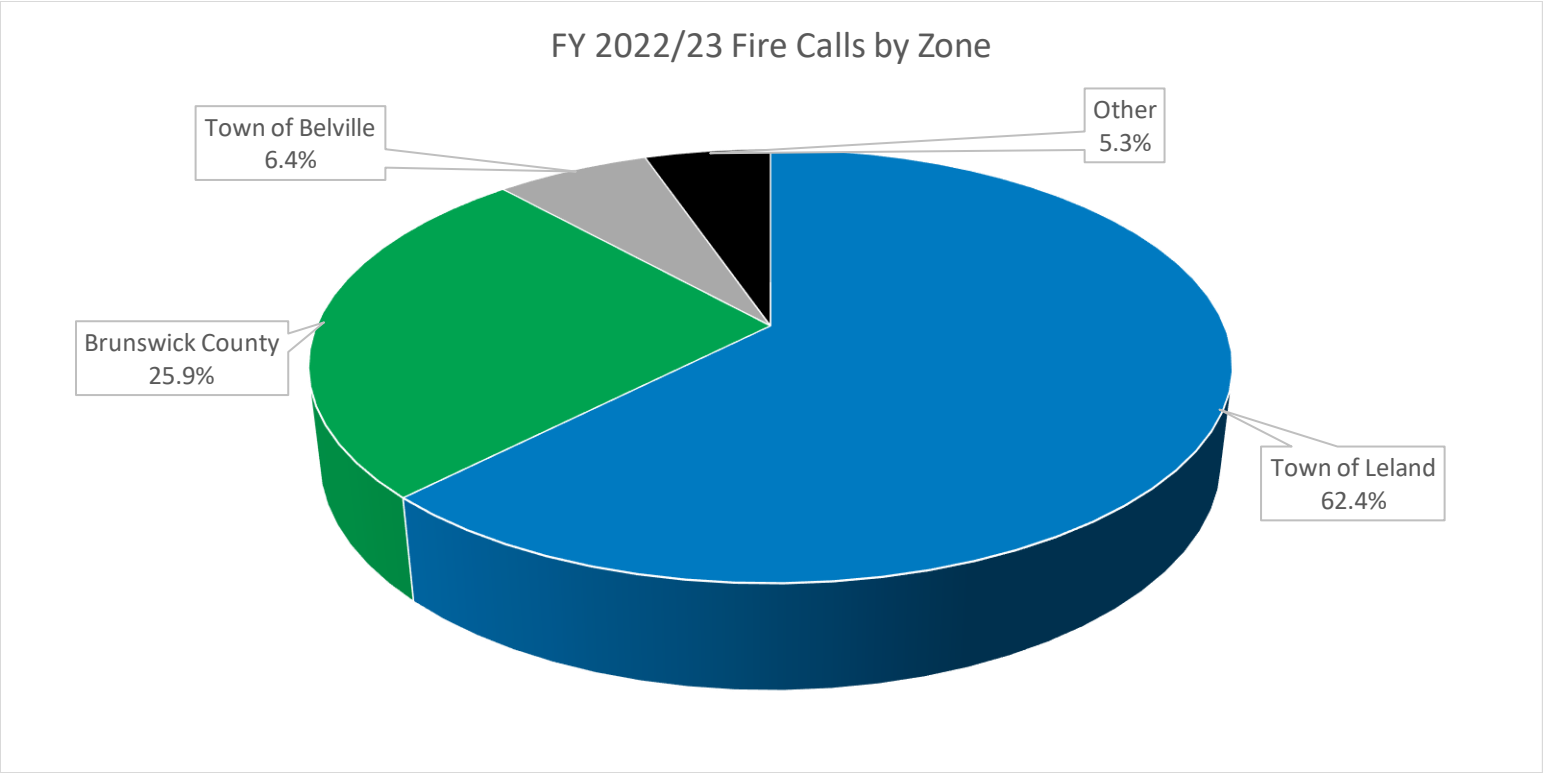
The department held several assessment centers for open positions. After these assessment centers, Stephen Stavish was promoted to Battalion Chief of A-Shift, and U’Ryan Byers was promoted to Captain of Engine 53C. Human Resources has made offers to individuals to fill the other positions. Those individuals should begin work in September.

The department’s Apparatus Committee traveled to Louisiana to complete the pre-con for the new engine. The engine should be delivered in fall 2024. While at the plant, members inspected the cab of the truck ordered last year. Truck 53 should arrive in summer 2023.

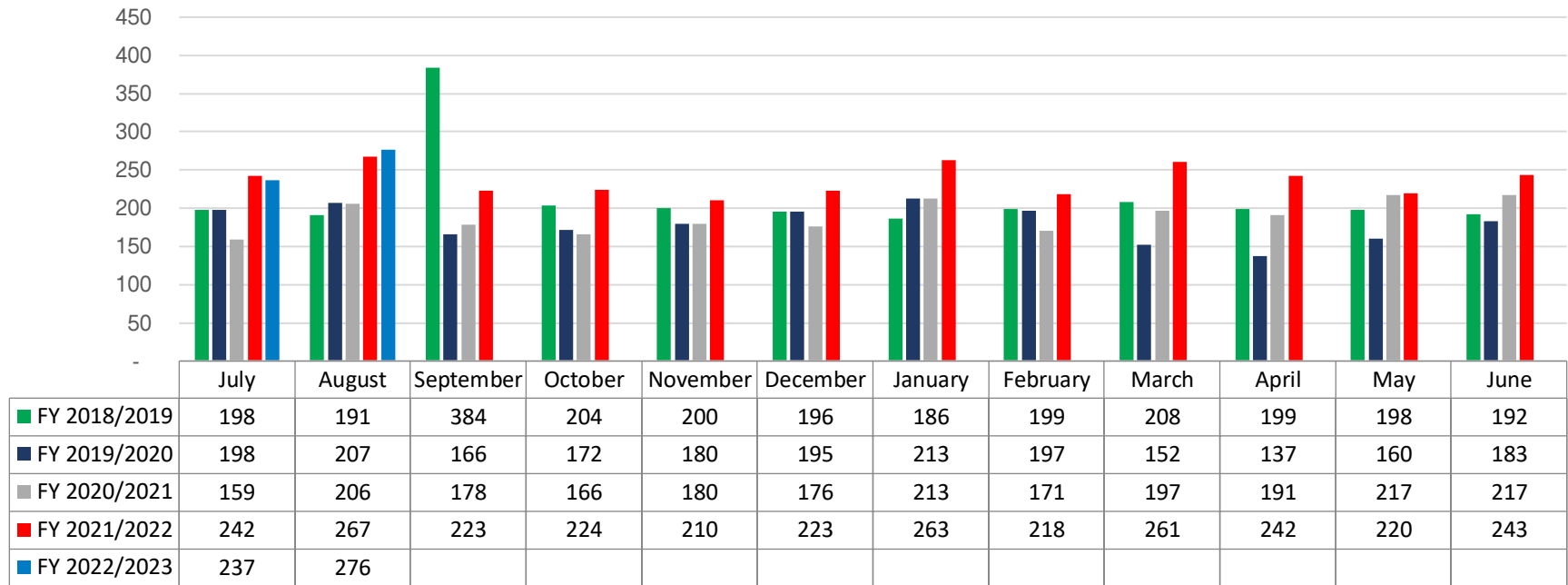
Staff have been working with Brunswick County and Brunswick Community College to provide a Water Rescue class for the department. This will take place in October.

Dashboard





Fire Calls



■ FY 2018/2019
 ■ FY 2019/2020
 ■ FY 2020/2021
 ■ FY 2021/2022
 ■ FY 2022/2023

Department News

Chief Grimes completed the National Emergency Management Institute (EMI) Emergency Management Basic Academy. EMI designed the course as an educational gateway for newly appointed Emergency Managers as an initial foundation in emergency management. Chief Grimes worked with Public Safety Director Chris Langlois to conduct Incident Management Team (IMT) training for members of the IMT's plans section. Ben Andrea and Ashli Barefoot participated in an hour-long exercise on everyday actions within an IMT framework. Chief Grimes met with IT staff to complete the IT emergency playbook. Chief Grimes conducted hurricane preparedness training for Town staff and met with Parks, Recreation, and Cultural Resources staff to establish an Incident Action Plan for Founders' Celebration.

Work Priorities

- Working with PRCR to plan operations for Founders' Celebration.
- Developing department goals.
- Updating CodeRed internal communication tool database.
- Performing tabletop exercises with Town Incident Management Team.

Projects Completed

- No projects were completed in August.

Department News

Will Rivers passed the state Mechanical II certification exam. Bill Thornton passed the state Electrical II certification exam.

Ben Watts and Ben Andrea attended the North Carolina Association of Zoning Officials Summer Workshop in Wilmington. The workshop's primary objective is to encourage and promote the technical and legal quality of administration and of those engaged and interested in the field of zoning administration and enforcement, to aid in furthering public understanding and awareness in zoning, to speak as a representative of zoning administration and enforcement, and to see that citizens and officials are more accurately informed on reputable practices and interpretations of zoning problems involving the administration and enforcement of local zoning ordinances.

Barnes Sutton attended a virtual training hosted by the NFIP that is an overview of NFIP minimum floodplain/management regulations based on the types of flood hazards identified, substantial improvement and substantial damage, and describes the use of a permitting process as a floodplain management oversight and compliance tool. He will soon complete the course and take the post-course exam.

Planning Board Meeting Summary

The Planning Board met on August 30, 2022, and heard the following items:

1. Rezoning Request – The Planning Board voted to recommend a zoning map amendment for parcels 029AB011 and 029AB012 totaling 2.67 acres from C-1, General Commercial Business District and R-15, Medium Density Residential District to M-F, Multifamily District.
2. Site Specific Plan for Arboretum at Brunswick Forest – The Planning Board voted 5-2 to disapprove a site specific plan for 232 townhome units on 20 acres in Brunswick Forest. The applicant was asking for a connection waiver that was denied by the Planning Board.

The Planning Board's next meeting is scheduled for September 27, 2022, at 6 p.m.

Board of Adjustment Meeting Summary

The Board of Adjustment did not meet in August due to lack of agenda items.

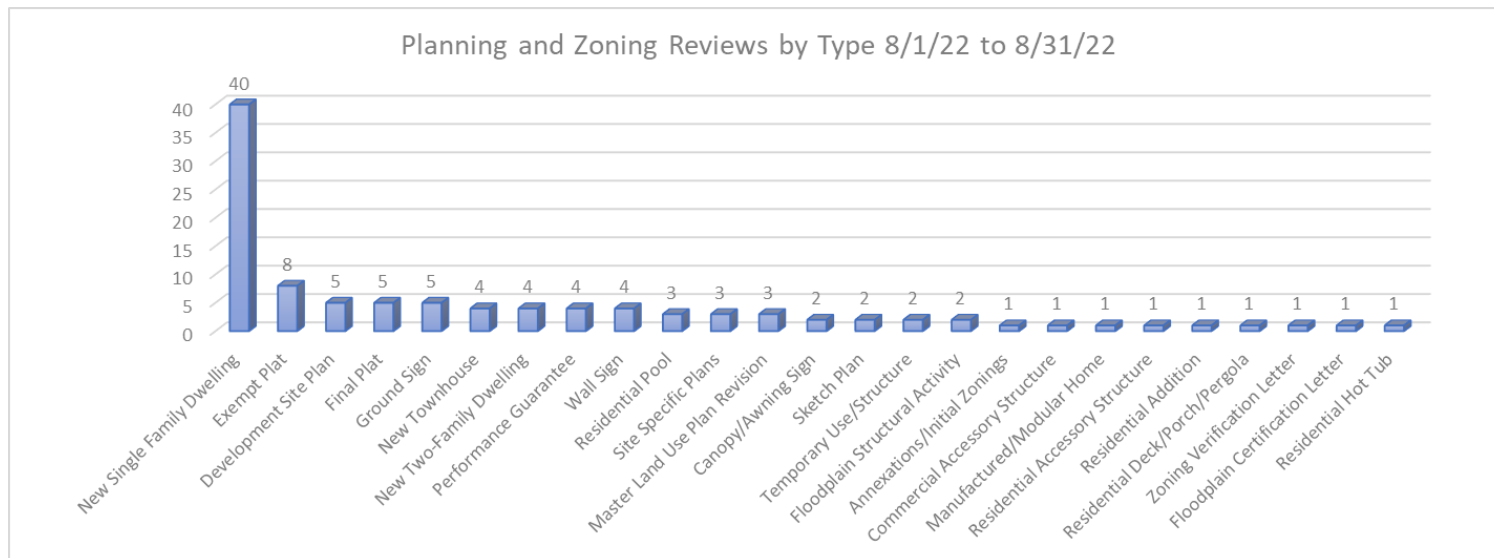
Current Planning Update

TRC Report

The Technical Review Committee (TRC) reviewed the following items:

1. Development Site Plan for Liberty Healthcare – Proposal for one building for skilled nursing assisted living center with 94 units in the Brunswick Forest Commercial Village.
2. Street Improvement Plans – Proposal for improvements to Breman Lane, Graham Drive, Appleton Way, and John Sneed Lane.
3. Park Improvement Plans – Proposal for improvements to Founders Park.

Planning and Zoning Reviews



Floodplain Development Update

Floodplain Development Permits	Floodplain Development Inspections
2	3

Other Information

Improvement Guarantees

Subdivision	Number of Agreements	Total per Agreement Type	Change from Previous Month
Adair Park			
Cash Bonds	0	\$0.00	-\$188,258.13
Bellamy Place			
Cash Bonds	1	\$1,037,615.00	\$0.00
Brunswick Forest			
Letters of Credit	17	\$6,667,816.75	\$1,110,998.38
Charleston Commons			
Cash Bond	1	\$43,212.49	\$43,212.49
Grayson Park			
Cash Bonds	3	\$50,860.15	\$0.00
Surety Bonds	6	\$300,865.00	\$0.00
Ibis Landing			
Surety Bonds	1	\$241,656.88	\$0.00
Jackeys Ridge			
Cash Bonds	1	\$849,824.00	\$0.00
Leland Corners			
Surety Bonds	1	\$181,343.75	\$0.00
Mallory Creek			
Letters of Credit	1	\$92,275.00	\$0.00
Cash Bonds	8	\$1,267,291.94	\$101,622.69
Surety Bonds	2	\$292,492.70	\$0.00
Mill Branch at Spring Hill			
Surety Bonds	2	\$398,318.00	\$0.00
Seabrooke			
Cash Bonds	1	\$144,035.00	\$0.00
Sessoms Way			
Letters of Credit	1	\$55,505.00	\$0.00
Summer Bay Villas			
Surety Bond	1	\$33,795.00	\$0.00
Tara Forest			
Cash Bonds	1	\$10,840.00	\$0.00
Total Letters of Credit	19	\$6,815,596.75	\$1,110,998.38
Total Cash Bonds	16	\$3,403,678.58	-\$43,422.95
Total Surety Bonds	13	\$1,448,471.33	\$0.00
Total Performance Guarantee Sureties	48	\$11,667,746.66	\$1,067,575.43

Long Range Planning and Community Development Update

- Leland 2045: Staff presented the first Leland 2045 Quarterly Update of FY22/23 to Town Council and the Planning Board.
- Affordable and Accessible Housing: In collaboration with Insight, three homeowners have been selected to be submitted in the CDBG-NR application.
- Natural and Cultural Resources: Planning and Finance staff submitted an application for the NC Wildlife Green Growth Partners to complete a Green Network Master Plan. The Town has been invited to submit a full proposal which will occur in September. Staff also had conversations with PRCR staff to help support the plant giveaway and create partnerships with local interests.
- Livable, Diverse, and Connected Neighborhoods that Accommodate Growth: As part of the NC Wildlife GGP application, staff included the potential for an intern to complete a heat mapping study of the Town to better understand the community's existing conditions. Additionally, staff coordinated a proposal with NC State University for a research project titled, "Smart Zoning for Coastal Flood Resilience and Adaptation". This would help identify locations across the 2045 Planning Area that are likely to experience urban development and vulnerable communities with little to no ability to adapt to the increasing risk of flooding associated with sea level rise and climate change.
- A Resilient and Stable Economy: Staff has begun conversations with local manufacturing partners to collaborate with Brunswick County Schools.
- An Inclusive, Supported, Healthy, Safe, and Educated Community: Staff participated in a meeting led by Public Services to discuss an application to Safe Streets for All for a Safety Action Plan and an application to USDOT – Reconnecting Communities for a corridor study of Highway 17.
- Active Participant in a Cooperative Region: Staff participated in a tour of Military Ocean Terminal at Sunny Point along with Planning Board Chair Warren Hodges.

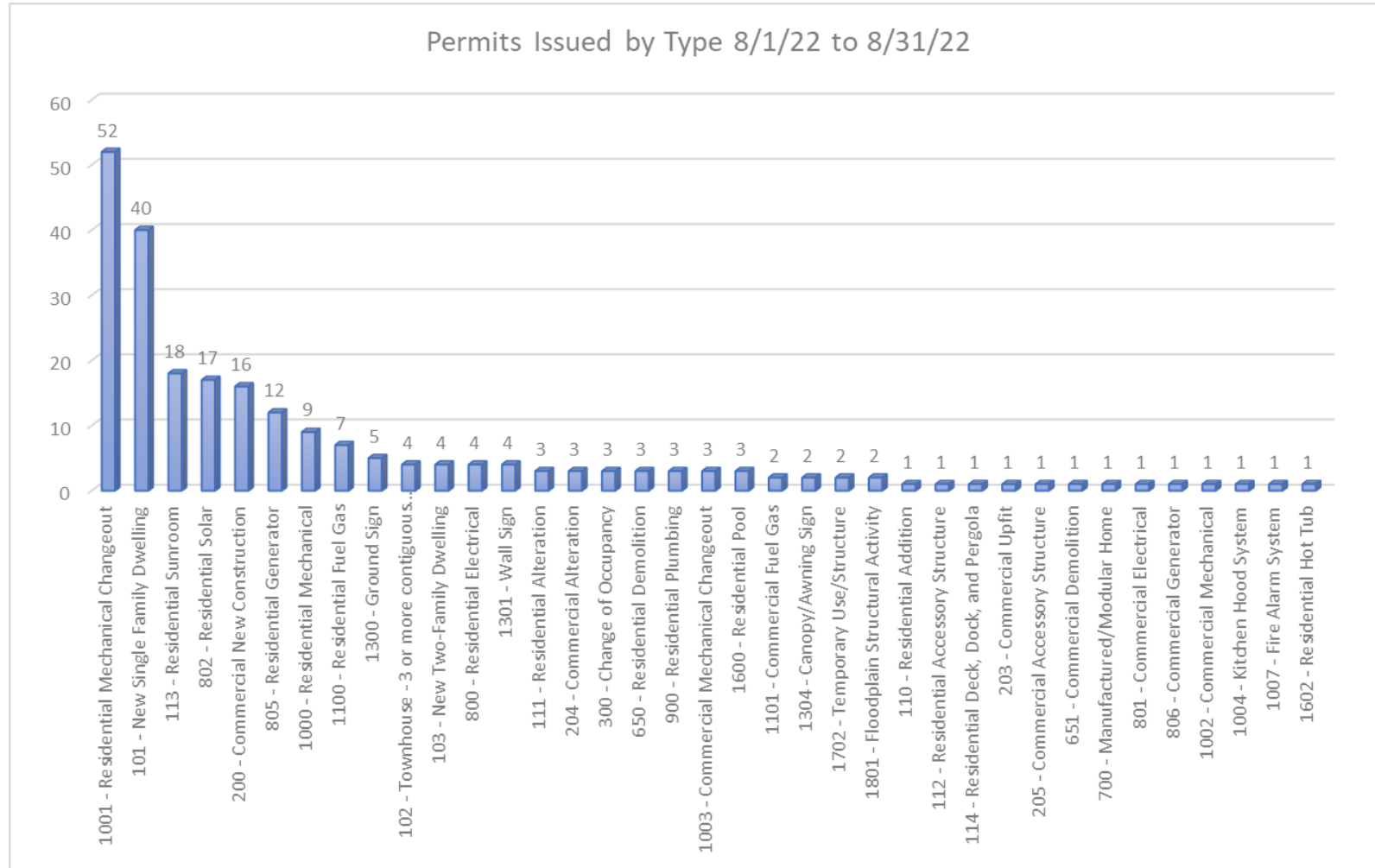
Transportation Planning Update

WMPO/NCDOT Traffic Impact Analysis Review Committee – Staff attended weekly meetings to provide input on scoping and the results of traffic impact analyses for pending projects in the areas of Westgate, NC Highway 87, Brunswick Forest, US Highway 17, Mallory Creek, and Malmo Loop Road.

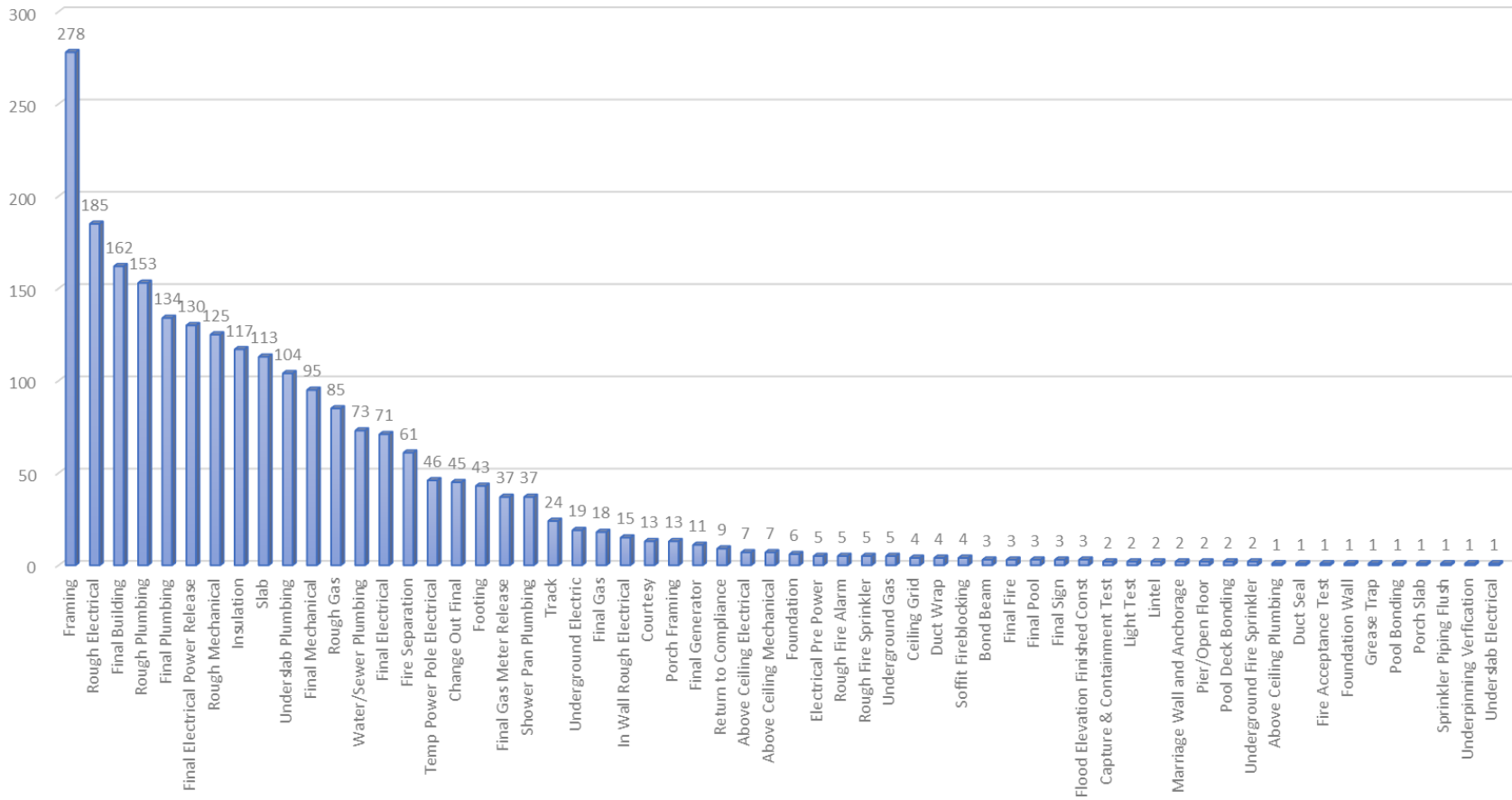
Staff attended the WMPO Technical Coordinating Committee (TCC) meeting on August 17.

Building Permitting and Inspections Update

Total Permits Issued	Total Inspections	Total Value of Construction
234	2,304	\$30,126,276



Inspections Completed by Type 8/1/22 to 8/31/22



Code Enforcement Update

	Minimum Housing	Nuisance	Zoning	Vehicle	Total
Cases Opened	0	4	3	0	7
Cases Closed	4	8	5	1	18
Active Cases	2	10	15	1	28

Department News

Staff continues working with the external audit team to complete the FY21/22 audit. The department began introductory work with the new budget software vendor, driven internally by Ms. Hagg as point of contact. The department realigned, with Ms. Newton moving to Budget & Strategy Manager, supervising Grants and Purchasing. The budget calendar for FY23/24 has been published and staff has begun preliminary work to ensure a successful budgeting year. Ms. Meadows completed a successful Payroll Audit for the Department of Labor. Ms. Newton and Ms. Glick completed the UNC School of Government Introduction to Local Government Finance class.

Grant News August 2022

Grants Awaiting Notification

- GCC Byrne JAG FY22 – Radios (4) and accessories, \$24,500 (no match).
- Assistance to Firefighters (AFG) – Mobile Air Compressor Station for SCBA, \$160,000 (\$14,545.45 match).
- Fire Protection Safety Grant (FP&S) – Public Safety Trailer, \$85,000 (\$4,250 match).
- Law Enforcement Mental Health and Wellness Act (LEMHWA) Program – Training for Fire/Rescue and Police peer support group increasing awareness of effective mental health and wellness strategies, \$31,200 (no match).
- Patrick Leahy Bulletproof Vest Partnership (BVP) Program – Reimbursement for up to 50% of the cost of body armor vests purchased for law enforcement officers (50% reimbursement).
- Environmental Enhancement Grant (EEG) – UNCW submitting proposal for: Identification of Green Infrastructure Flooding Solutions in Disadvantaged Communities of the Lower Cape Fear River resulting in site specific nature-based flooding solutions, \$500,000 (no match).
- Supporting Law Enforcement Agencies in Seeking Accreditation – Software required to meet North Carolina Law Enforcement Accreditation standards, \$6,800 (no match).
- Leland Tourism Development Authority – Founders Park Amphitheater, \$150,000 (no match).
- 555 Fitness Strength is Our Foundation – Fitness equipment for Fire Station 51 to improve health and well-being of firefighters (no match).
- Grassroots Arts Grant – Arts Around Town program, \$1,200 (no match).

- ARPA Federal Funding – Leland Cultural Arts Center artist in residence program, \$3,000 (no match).
- RMS Safety Grant – Stormwater/Sewer Camera, \$5,000 (\$5,000 match).
- Mini-grant Program – NCSU submitting proposal titled “Smart-Zoning for Coastal Flood Adaption and Resilience”. This project will advance the state’s long-term planning efforts by identifying areas where rezoning could be implemented to protect “at-risk” communities and accommodate future growth, \$10,000 (no match).

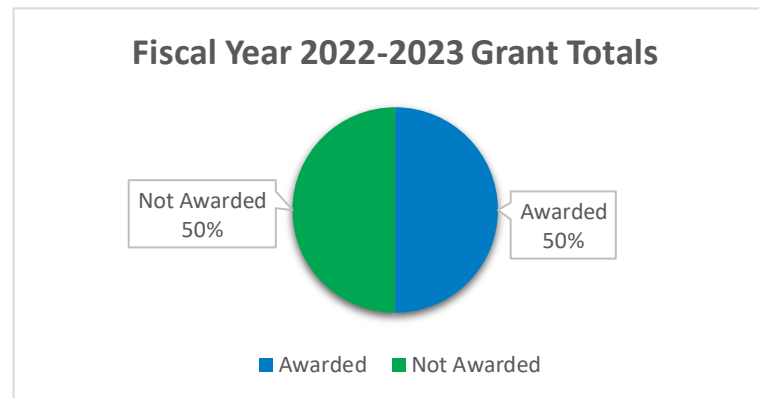
Grants Awarded

- None.

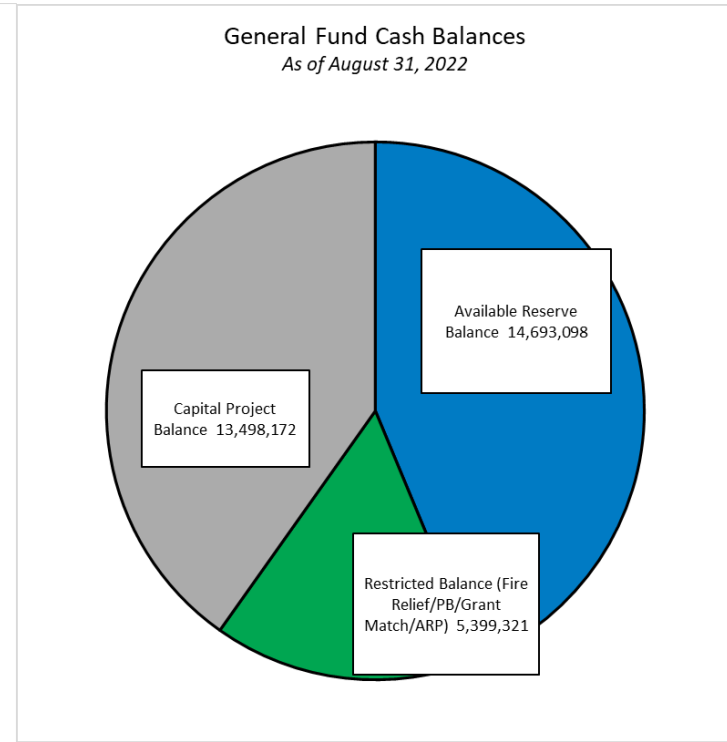
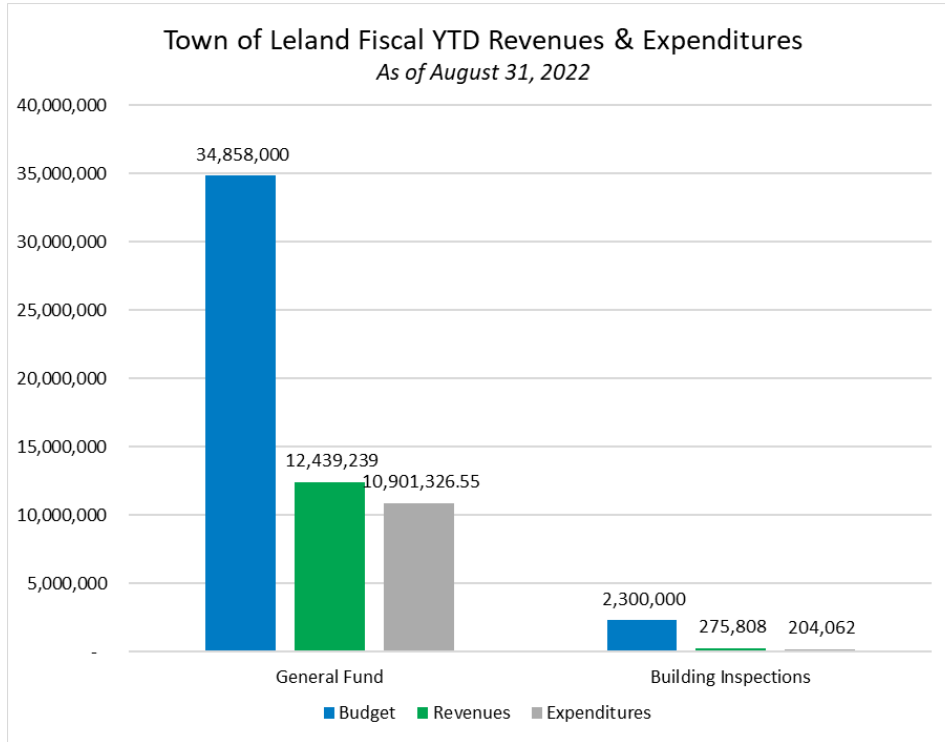
Grants Not Awarded

- T-Mobile Hometown Grant – Founders Park splash pad construction, \$50,000 (no match).
- Parks and Recreation Trust Fund (PARTF) – Founders Park Phase II which includes the playground, natural play area, picnic shelter, and entrance, \$500,000 (\$500,000 match).

FY22/23 Awarded	FY22/23 Not Awarded
2	2



Dashboard

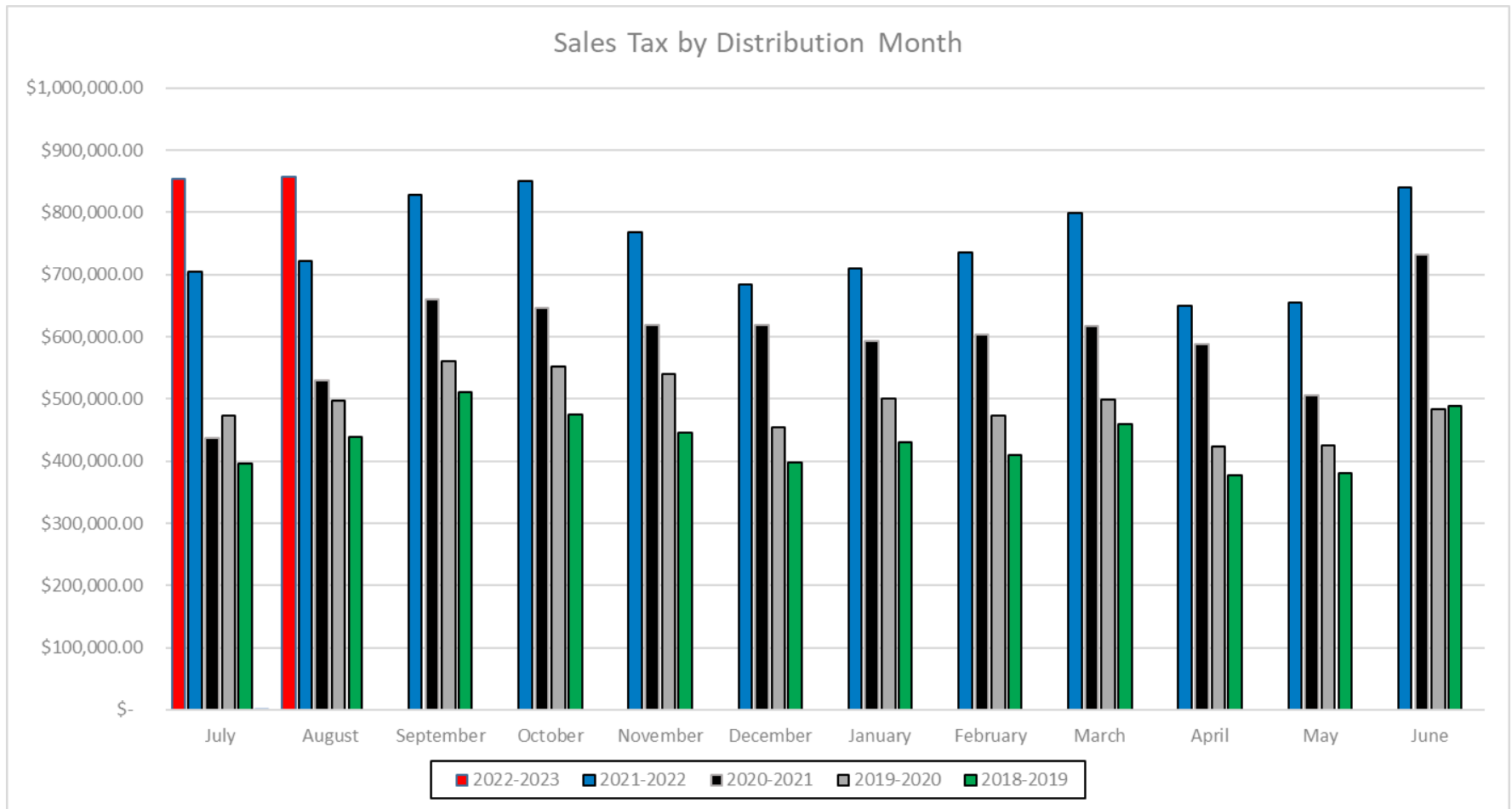


Financial Budget to Actual Report – August 31, 2022

GENERAL FUND							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	30,190,000	34,858,000	2,063,452	12,439,239	-	22,418,762	64.31%
Governing Body	265,000	265,000	19,535	47,312	60,622	157,066	59.27%
Administration	1,830,000	1,830,000	138,523	515,100	52,234	1,262,665	69.00%
Information Technology	1,735,000	1,747,000	196,398	332,665	469,198	945,138	54.10%
Human Resources	420,000	420,000	12,523	34,839	20,665	364,497	86.78%
Finance	915,000	915,000	61,572	118,859	25,320	770,821	84.24%
Planning	1,190,000	1,190,000	54,409	120,760	81,338	987,902	83.02%
P&R & Cultural Arts	1,100,000	1,100,000	92,402	169,294	91,753	838,952	76.27%
Grounds & Facilities	1,460,000	1,460,000	91,351	172,080	467,864	820,056	56.17%
Public Services	4,225,000	4,225,000	219,780	420,279	979,877	2,824,845	66.86%
Police	5,785,000	5,941,000	434,175	797,795	671,213	4,471,992	75.27%
Emergency Management	195,000	195,000	14,432	30,943	1,367	162,690	83.43%
Fire	6,690,000	6,690,000	352,391	1,534,447	187,388	4,968,165	74.26%
Debt Services	2,370,000	2,370,000	145,080	1,176,954	-	1,193,046	50.34%
Transfers	2,010,000	6,510,000	1,000,000	5,430,000	-	1,080,000	16.59%
EXPENSES	30,190,000	34,858,000	2,832,572	10,901,327	3,108,839	20,847,835	59.81%
BUILDING INSPECTIONS							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	2,300,000	2,300,000	126,470	275,808	-	2,024,192	88.01%
EXPENSES	2,300,000	2,300,000	98,491	204,062	154,666	1,941,272	84.40%

FY Sales Tax Distribution

These amounts represent the month/year the Town received the funds from NCDOR.



Purchase Orders Issued by the Town Manager in Excess of \$50,000

Vendor: Axon Enterprise Inc; Amount: \$164,327.44; Details: Police Taser 7 bundle.

Vendor: Port City Sound & Security; Amount: \$71,377.76; Details: Access control-Town Hall.

Intradepartmental and Interdepartmental Budget Transfers

There were no budget transfers in August.

Audit Committee Meeting Summary

The Audit Committee did not meet in August.

Department News

The department is working on several different training programs to be rolled out over the next several months including a basic computer class for beginners, supervisor training, as well as active shooter trainings. The next employee appreciation event will be held in September and planning is underway now. Both HR positions have been filled and the new staff will be starting within the next two weeks.

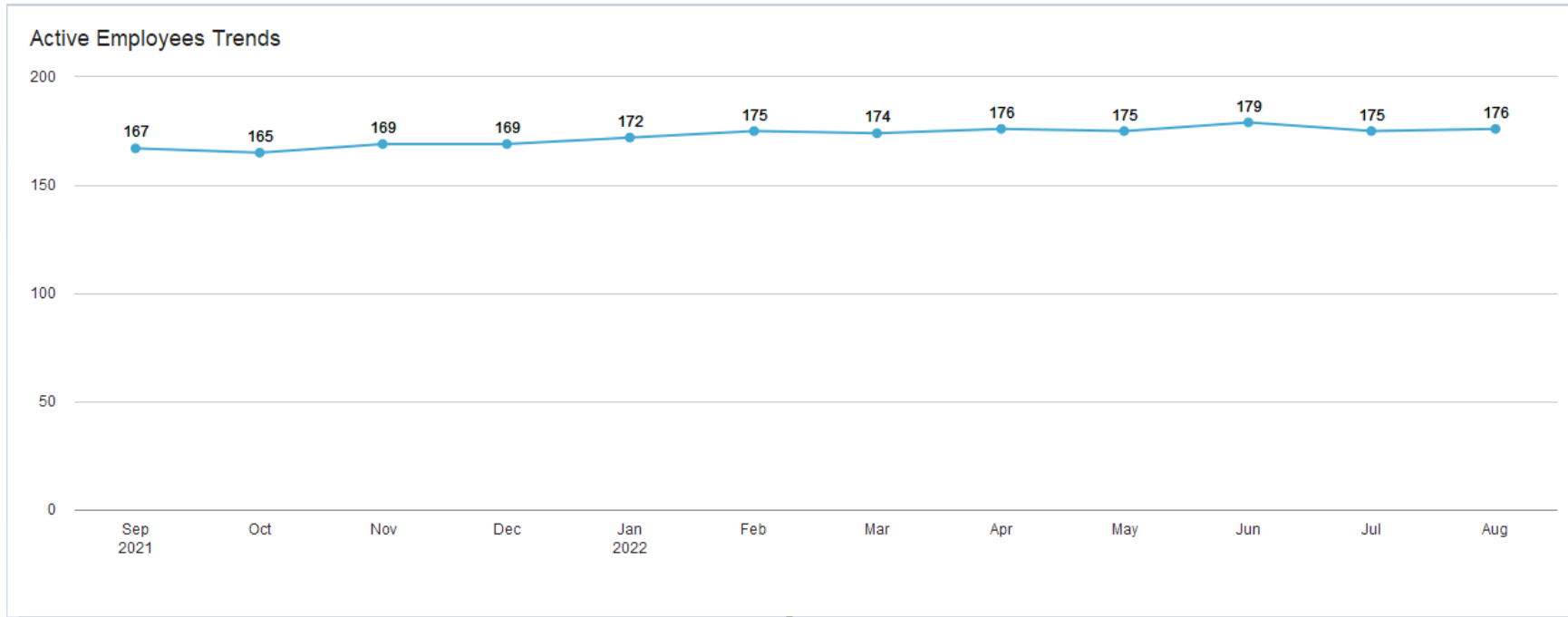
Workers Comp Data

Number of Incidents	Loss Time (Y or N)	Brief Description of Incident and Injury/Illness
1	N	Injury to left eye

Personnel Updates

Name of Employee	Department	Type of Change	Date of Change	Position Title	From Position	To Position
Milton McLamb	Police Department	Promotion	8/6/2022		Master Police Officer	Police Sergeant
Karl Keefe	Public Services	Promotion	8/6/2022		Streets Maintenance Technician II	Streets Maintenance Supervisor
Sheldon Adams	Public Services	Promotion	8/6/2022		Grounds Maintenance Technician I	Facilities Maintenance Technician II
Jacob Carpenter	Public Services	Resignation	8/12/2022	Streets Maintenance Tech III		
Corrie Evans	Administration	New Hire	8/15/2022	Staff Attorney		
Kelli Newton	Finance	Promotion	8/20/2022		Grant Manager	Budget and Strategy Manager
Joe Stavish	FD	Promotion	8/20/2022		Fire/Rescue Captain	Battalion Chief
Marissa Wiater	Planning and Inspections	New Hire	8/22/2022	Planner I		
Christopher Cain	Police Department	New Hire	8/22/2022	Police Cadet		
Glenn Anderson	Planning and Inspections	New Hire	8/22/2022	Building Inspector I		
Justin Clifton	Public Services	New Hire	8/22/2022	Grounds Maintenance Technician		
Kathy Lopez	Finance	Resignation	8/26/2022	Purchasing Supervisor		
Brandon Eaton	Planning and Inspections	Resignation	8/31/2022	Code Enforcement Officer		

Headcount (FT and PT Employees) September 2021 – August 2022



Headcount ⓘ
176
As of August 2022

Hired ⓘ
43

Termed ⓘ
32

Growth Rate ⓘ
7.3%

Turnover Rate ⓘ
18.5%

Average Tenure ⓘ
3.9
(Years)

Turnover Data September 2021 – August 2022

Full Time Turnover



Part Time Turnover



Terminations include all voluntary and involuntary separations of employment.

Department News

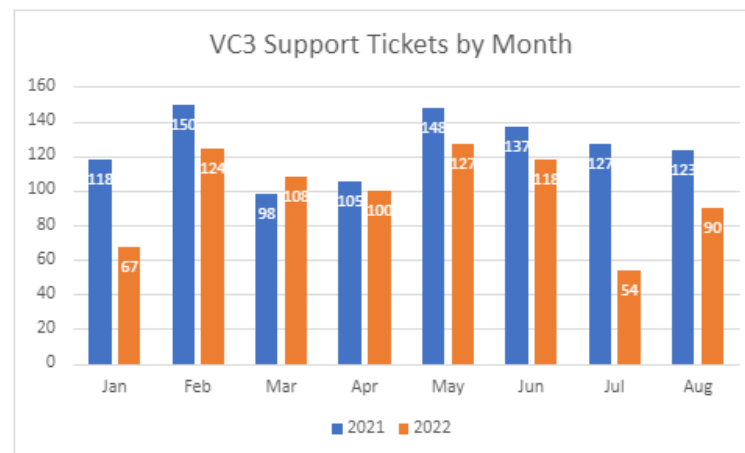
The department continues to focus on the cybersecurity roadmap as a priority for FY22/23. Staff will continue to focus on the many building projects, infrastructure upgrades, and software upgrades scheduled for the rest of this year.

Major Work Priorities

- Infrastructure upgrades including door access and video surveillance Town-wide.
- Planning for Founders Park AV and internet connectivity to start in September.
- All hazards disaster communications equipment and training.
- Helpdesk response improvements are ongoing.
- Budget and strategic planning initiatives for FY22/23.

Projects Completed

- Nine employees onboarded/offboarded.
- Building Inspectors moved to Village Road Fire Station.
- Wireless access at Town Hall upgraded.
- IT/VC3 managed 90 tickets in August.



Administration News

Corrie Evans joined the Town as Staff Attorney. She previously worked for the City Attorney's Office in Wilmington.

Property Closings

On August 1, the Town closed on a 27.74-acre property along I-140 owned by James Small and Sandra Burkett. The Town intends to use the property for green space and public utility purposes.