



STAFF REPORTS

August 2021 Regular Meeting

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Department News

Town Hall, in addition to the Municipal Operations Center and both fire stations, re-opened on July 6 in an effort to return to pre-COVID work conditions with the intent to continue many of the same work flows that were in place during COVID to encourage citizens to minimize public gathering within the facilities. We will continue to monitor conditions as this progression takes place.

Staff is also coordinating the Board/Committee Rules of Procedure and Ethics Training event with the Town Attorney to occur on October 4.

Council Directive Updates

- American Rescue Plan Act of 2021: The first portion of funds was deposited on July 23 in the amount of \$3,751,706.31. Staff continues to review and clarify published guidance on how funds can be spent. As per suggestion by the League and UNC School of Government, staff will be patient in moving forward with projects as guidance continues to be released.
- USPS Changing Postal Zip Code Boundaries: Staff has received initial notification of acceptance to provide an Acceptable Mailing Name of Leland, NC 28479 to the addresses located in Winnabow, NC. Town staff has reached out to the North Carolina District office to determine next steps, including the identification of properties with a Winnabow address that are included within the Town's jurisdictional limits, the type and responsible party for communicating this change to the residents, as well as a timeline.
- Brunswick County Habitat for Humanity Letter of Support was prepared and emailed to the organization on July 27, 2021.

Project Updates

Old Fayetteville Road Multi-Use Path (STP-DA U-5534D)

- Purpose: To develop a roadside multi-use path along the north side of Old Fayetteville Road from Town Hall Drive to North Brunswick High School.
- Status: Construction is underway. Final completion is scheduled for October 5, 2021.
- Next Steps: The contractor has completed paving on the multi-use path and roadway. The next steps are for the contractor to install thermoplastic striping, back fill the shoulders, and install concrete curb ramps and new mailboxes. A portion of the restriping of Old Fayetteville Road and the tie-in of the path at Basin Street is being adjusted due to pending work by the North Brunswick High School contractor.
- Concerns: The contractor will be working closely with Town staff and NCDOT to install new catch basin and curb elevations at Town Hall Drive due to water that is ponding at the intersection of Town Hall Drive and Old Fayetteville Road.

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: Construction is underway. Final Completion is scheduled for September 21, 2021.
- Next Steps: The contractor is finishing up work along Old Fayetteville Road near Leland Middle School and will be moving to Town Hall Drive and Village Road to begin moving water meters, installing remaining sidewalks, and paving the multi-use path. Work will continue into the month of August.
- Concerns: No concerns at this time.

Kay Todd Road Utilities

- Purpose: To provide water and sewer in Brunswick Forest to help serve the developing areas within Brunswick Forest and along Kay Todd Road.
- Status: Construction is underway. Final completion is anticipated for September 30, 2021.
- Next Steps: The contractor has completed installation of water and sewer along Kay Todd Road. Next steps are to install sanitary sewer from the lift station to Hewett-Burton Road and complete a partial sewer certification for the House of Pickleball to be able to hook up to sewer.
- Concerns: No concerns at this time.

Brunswick Village Boulevard Extension Paving & Kay Todd Road Multi-Use Path

- Purpose: To extend Brunswick Village Boulevard across Kay Todd Road, past Regional Pump Station #33 to Hewett-Burton Road.
- Status: Project is in design and permitting. Geotechnical testing of Brunswick Village Boulevard is complete, and the Town is waiting on results and recommendations on asphalt thickness from the engineer.
- Next Steps: Project is on hold pending the approval of the Brunswick Village Boulevard crossing of the MOTSU railroad for the developer.
- Concerns: Developer obtaining approval of the Brunswick Village Boulevard railroad crossing.

Brunswick Forest Parkway & Low Country Boulevard Intersection Improvements

- Purpose: To improve the intersection at Brunswick Forest Parkway and Low Country Boulevard, as well as restripe existing centerline stripes, crosswalks, and stop bars along Brunswick Forest Parkway and Low Country Boulevard.

- Status: The Town approved and awarded the project to C.M. Mitchell Construction Co. Inc. for \$257,484.17. Change Order No. 1 is fully executed, increasing the contract time for the project to 120 days.
- Next Steps: Construction is delayed due to manufacturing delays with the signposts and curbing. To minimize disruptions and impacts to the community, the contractor is going to wait until all materials are received before starting construction, which is scheduled to begin late August/early September 2021.
- Concerns: Delays associated with material availability and delivery.

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: Project is in design and permitting. Five of the six memo-of-understandings (MOUs) for right-of-way and easement acquisition required for the roadway extension have been signed and approved by Council. The sixth MOU has been signed and will be presented to Council in August.
- Next Steps: Continue with design and permitting. Staff anticipates bidding the construction phase of this project in October.
- Concerns: No concerns at this time.

Leland Unpaved Road Improvements

- Purpose: To improve the unpaved roads of Breman Lane, John Sneed Lane, and Graham Drive.
- Status: Town staff executed a Task Order with Brunswick Engineering to begin surveying and developing a concept plan and design for each of the unpaved roads. Staff is reviewing survey access letters for delivery to property owners.
- Next Steps: Begin survey of the unpaved roads in September and develop concept plans for Town review.
- Concerns: No concerns at this time.

Lanvale Road/Old Lanvale Road Intersection Realignment

- Purpose: To realign the intersection of Lanvale Road and Old Lanvale Road to improve the functionality and safety of the intersection.
- Status: Obtained a proposal for the design and permitting of the intersection realignment. The engineer received approval from NCDOT of surveying limits.
- Next Steps: Finalize and issue a task order for design and permitting.
- Concerns: No concerns at this time.

Wayne Street Extension

- Purpose: To extend Wayne Street to Royal Street NE which will provide an additional connector route of Village Road and Old Fayetteville Road.
- Status: Requested a scope and fee from the on-call surveyor to obtain survey data of the project area.
- Next Steps: Issue a task order for surveying services.
- Concerns: No concerns at this time.

Town of Leland Streets Paving 2021-2022

- Purpose: To resurface eight (8) streets within the Town limits to include Olde Waterford Way, Woodwind Drive, Palm Ridge Drive, Old Village Circle, a portion of Pine Harvest Drive, Bentgreen Drive, West Gate Drive, and the commercial section of Grandiflora Drive.
- Status: Town staff is working with on-call engineers to develop a proposal and estimate.
- Next Steps: Issue a task order for design and permitting services.
- Concerns: No concerns at this time.

Leland Fire Station 51 – 1987 Andrew Jackson Hwy NE

- Purpose: Construction of a new fire station at the Municipal Operations Center at 1987 Andrew Jackson Highway NE.
- Status: Preliminary site design/scoping has begun, and engineers and architects are working on a revised preliminary design.
- Next Steps: Review next round of architectural and site designs and continue working towards an approved design plan.
- Concerns: No concerns at this time.

Leland Fire Station 53 – 187 Old Lanvale Road

- Purpose: Construction and upfit of existing satellite fire station.
- Status: Construction has begun, including tree removal and additional site work, pouring footers for the new addition, and plumbing and electric rough ins.
- Next Steps: Pour slab for new addition and begin framing. Currently waiting on electric and plumbing inspection before interior framing begins. Also waiting on Brunswick Electric to relocate transformer to rear of building. Meeting with Finance to discuss the purchase of site furnishings.
- Concerns: Meeting project schedule with design delays and market conditions of supply acquisition.

1987 Andrew Jackson Highway (Municipal Operations Center)

- Purpose: Up-fit property and facilities to support Town operations.
- Status: Currently working on a number of projects related to the move-in of second warehouse including electric upgrades, epoxy flooring, vehicle lane striping, and loading dock upfit. The installation of fencing has been completed, with the exception of the removal of the old section.
- Next Steps: Obtain final quote for warehouse breakroom renovation and pallet rack systems. Schedule reno and proceed with move-in.
- Concerns: No concerns at this time.

Emergency Watershed Protection – Stream Clearing

- Purpose: Snag and drag and stabilization of four streams in Leland that have debris buildup due to Hurricane Florence.
- Status: Cleanup and debris removal has been completed on all four sections of stream. Awaiting final design for stabilization.
- Next Steps: Waiting on design for streambank stabilization of Jackeys Creek. Currently reviewing work that has already been completed and will be sending documentation to USDA for reimbursement.
- Concerns: None at this time.

Sturgeon Creek Park

- Purpose: Phased park development of property located off of South Navassa Road at Sturgeon Creek.
- Status: The house on the site has been removed.
- Next Steps: WithersRavenel to complete a Brownfield study of the property.
- Concerns: Funding for park project once study has been completed.

Founders Park Improvements

- Purpose: Phase 1A and 1B park improvements that would include walking paths, play areas, picnic shelters, and an amphitheater.
- Status: The second round of prelim site plans has been reviewed and McGill is working to make several small changes that were discussed. Met with Sawyer, Sherwood, and Associate Architecture to begin work on a scope and quote for architectural design on vertical structures.
- Next Steps: Review updated design plans and begin working towards selection of architect to design vertical structures of park. Schedule a meeting with Duke Energy to discuss lighting and power needs for the park so this can be incorporated into the final design. Finalize a task order with Sawyer for architectural design work. Also finalizing RFQ to advertise for design-build of playground and splash pad.

- Concerns: Timing of animal control move to the MOC will be important as the project moves to the construction phase.

Animal Control/Police Impound Facility at the Municipal Operations Center

- Purpose: Repurpose and renovate the existing truck wash building for use as a new animal control and Police storage facility.
- Status: Coastal Land Design (CLD) has provided a preliminary site plan for the project. Several small changes have been discussed and an updated plan is expected soon. Waiting on a quote from CLD to take site plans up to 100% for advertisement of project. A PO has been requested for Goodrich Architecture for building design.
- Next Steps: Get approved task orders for site and building designs and begin working towards putting together a bid package on the project.
- Concerns: No concerns at this time.

Park on Kay Todd Road

- Purpose: Develop donated land off of Kay Todd Road into a new Town park with features that include a new 18-hole disc golf course and primitive walking trails.
- Status: Met with Stewart to adjust the scope of work, and now requesting a quote for a master plan of the full site.
- Next Steps: Receive revised quote from Stewart and issue task order for master plan development.
- Concerns: No concerns at this time.

Town Hall Renovation

- Purpose: Renovate Town Hall to gain more useable workspace including offices, conference rooms, and a redesign of employee breakrooms.
- Status: Quote for design changes has been approved and Sawyer, Sherwood, and Associate Architecture is working toward providing updated design plans.
- Next Steps: Acoustic ceiling tiles have been installed in two offices and staff is currently evaluating their effectiveness. 60% design plans are expected to be completed and ready for review by 9/3/2021.
- Concerns: No concerns at this time.

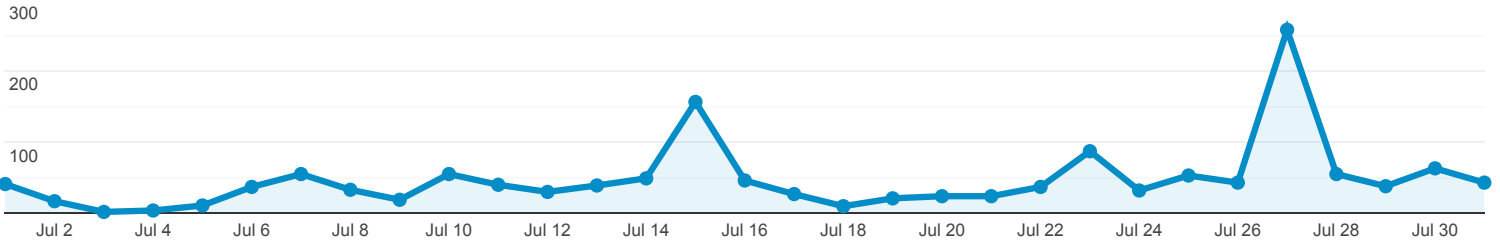
Projects Page Report

Jul 1, 2021 - Jul 31, 2021

● All Users
100.00% Pageviews

Explorer

● Pageviews



⌵ This data was filtered using an **advanced filter**.

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	1,448 % of Total: 4.09% (35,368)	1,095 % of Total: 3.76% (29,124)	00:01:33 Avg for View: 00:01:47 (-13.19%)	582 % of Total: 3.05% (19,057)	51.80% Avg for View: 56.17% (-7.77%)	42.82% Avg for View: 53.88% (-20.53%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /town-projects	316 (21.82%)	166 (15.16%)	00:00:31	33 (5.67%)	39.39%	8.86%	\$0.00 (0.00%)
2. /projects/olde-waterford-way-extension	309 (21.34%)	251 (22.92%)	00:04:35	229 (39.35%)	35.22%	74.76%	\$0.00 (0.00%)
3. /projects/leland-fire-station-53	158 (10.91%)	132 (12.05%)	00:02:53	77 (13.23%)	67.53%	61.39%	\$0.00 (0.00%)
4. /projects/future-town-projects	108 (7.46%)	101 (9.22%)	00:01:20	45 (7.73%)	64.44%	42.59%	\$0.00 (0.00%)
5. /projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d	79 (5.46%)	50 (4.57%)	00:01:40	26 (4.47%)	52.00%	31.65%	\$0.00 (0.00%)
6. /projects/leland-fire-station-51	50 (3.45%)	47 (4.29%)	00:01:31	9 (1.55%)	88.89%	40.00%	\$0.00 (0.00%)
7. /projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements	49 (3.38%)	43 (3.93%)	00:01:00	15 (2.58%)	53.33%	26.53%	\$0.00 (0.00%)
8. /projects/founders-park	34 (2.35%)	23 (2.10%)	00:01:25	2 (0.34%)	50.00%	23.53%	\$0.00 (0.00%)
9. /projects/brunswick-village-blvd-kay-todd-utilities-extension-project	31 (2.14%)	18 (1.64%)	00:01:03	3 (0.52%)	100.00%	16.13%	\$0.00 (0.00%)
10. /projects/stp-da-pedestrian-improvements-u-5534i-j-k	26 (1.80%)	15 (1.37%)	00:03:31	0 (0.00%)	0.00%	11.54%	\$0.00 (0.00%)
11. /projects/usda-emergency-watershed-protection-ewp	23 (1.59%)	17 (1.55%)	00:03:35	3 (0.52%)	33.33%	39.13%	\$0.00 (0.00%)
12. /streets/roadwork-projects-updates	22 (1.52%)	19 (1.74%)	00:01:28	5 (0.86%)	80.00%	36.36%	\$0.00 (0.00%)
13. /projects/leland-highway-17-sewer-expansion-ii-phase-2-formerly-old-town-creek-li-ft-station-project	21 (1.45%)	17 (1.55%)	00:02:28	4 (0.69%)	50.00%	23.81%	\$0.00 (0.00%)
14. /projects/kay-todd-road-park	17 (1.17%)	16 (1.46%)	00:00:50	2 (0.34%)	50.00%	11.76%	\$0.00 (0.00%)
15. /projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?page=1	12 (0.83%)	10 (0.91%)	00:01:10	0 (0.00%)	0.00%	33.33%	\$0.00 (0.00%)
16. /projects/lanvale-forest-street-improvements	6 (0.41%)	6 (0.55%)	00:00:43	2 (0.34%)	100.00%	50.00%	\$0.00 (0.00%)
17. /projects/regional-pump-station-33-and-force-main-extension	5 (0.35%)	4 (0.37%)	00:00:24	1 (0.17%)	0.00%	20.00%	\$0.00 (0.00%)
18. /projects/booster-pump-project	4 (0.28%)	3 (0.27%)	00:00:39	1 (0.17%)	100.00%	25.00%	\$0.00 (0.00%)
19. /projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements?page=2	4 (0.28%)	3 (0.27%)	00:02:33	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
20. /projects/leland-fire-station-53?fbclid=IwAR1KYH8GBfHpp71v5oxN1aVFIQW7PcK	4 (0.28%)	1 (0.09%)	00:00:17	1 (0.17%)	0.00%	0.00%	\$0.00 (0.00%)

	x2e1vG1XYteRMidrdgW6Esf-9eVCQ	4 (0.28%)	4 (0.37%)	00:00:28	1 (0.17%)	100.00%	25.00%	\$0.00 (0.00%)
21.	/projects/mallory-creek-drive-patching-project	4 (0.28%)	4 (0.37%)	00:00:28	1 (0.17%)	100.00%	25.00%	\$0.00 (0.00%)
22.	/town-projects?field_project_type_tid=&page=1	3 (0.21%)	2 (0.18%)	00:00:43	0 (0.00%)	0.00%	33.33%	\$0.00 (0.00%)
23.	/projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements?page=1	2 (0.14%)	2 (0.18%)	00:01:55	0 (0.00%)	0.00%	50.00%	\$0.00 (0.00%)
24.	/projects/highway-17-sewer-expansion-ii-phase-1	2 (0.14%)	2 (0.18%)	00:00:00	2 (0.34%)	100.00%	100.00%	\$0.00 (0.00%)
25.	/projects/leland-fire-station-53?fbclid=IwAR0fHPqIAcKy9JoaENBxwrW7Y9ctv22GuUhFxaCLUjRAjkyPj6uSg3VpOOI	2 (0.14%)	1 (0.09%)	00:00:41	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
26.	/projects/leland-fire-station-53?fbclid=IwAR0y2DwXip7xdovhu-wqdyGuZSPH2QmfZvs21DtJiLitYDJULiAsfHGx2ZM	2 (0.14%)	1 (0.09%)	00:00:25	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
27.	/projects/leland-fire-station-53?fbclid=IwAR12sRIBAyfX08WBhk-4x9NoregQTFDbThjyNW_qlhjLkOsTxZ4-5hK1A	2 (0.14%)	1 (0.09%)	00:00:38	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
28.	/projects/leland-fire-station-53?fbclid=IwAR1CjvdsRVHikSijC7yh9xGJJKUVaHaNLBMD5meSs-L4bD3Thl3SSm3SRzQ	2 (0.14%)	1 (0.09%)	00:01:23	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
29.	/projects/leland-fire-station-53?fbclid=IwAR1QzPB4TGNeol6anSjMlhFsdLcZkxwomh51T6hcL5mszL9C_q_WcdM02c8	2 (0.14%)	1 (0.09%)	00:00:15	1 (0.17%)	0.00%	0.00%	\$0.00 (0.00%)
30.	/projects/leland-fire-station-53?fbclid=IwAR2240rcrkje2Z_lbKVdaR26lkczCIWkhwekq4_kaG_VTbjrlzLBoIQI2r8	2 (0.14%)	1 (0.09%)	00:00:16	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
31.	/projects/leland-fire-station-53?fbclid=IwAR2CFEzY9Kb-98sgdt7DSI6uHLWAw_Z0bWdzrdo-fGcl2d2cuFKjEV2mRc0	2 (0.14%)	1 (0.09%)	00:00:17	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
32.	/projects/leland-fire-station-53?fbclid=IwAR2gybdf1PK-HnCP8LBrjK7Pzsa4m6tFc15UBD-dm_di8yADFQ6uT2Y9VXQo	2 (0.14%)	1 (0.09%)	00:00:54	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
33.	/projects/leland-fire-station-53?fbclid=IwAR3_oRzUYMXDqNck6UXBtMMIB7W1cAeuNwsjW_QmHWfPSrwaI8wrHW_oNCs	2 (0.14%)	1 (0.09%)	00:00:57	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
34.	/projects/leland-fire-station-53?fbclid=IwAR3JZ1S9UXTJU1M-YxY_dkkRm9EXrPYwPWCArAMZKkzK5K5TVZKkC1IG61so	2 (0.14%)	1 (0.09%)	00:01:33	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
35.	/projects/leland-fire-station-53?fbclid=IwAR3LfnHcL9sl-cCwdlhDXt4f1gllk2aefN0iEbwVCT5Eefc5glnaYbw3AXY	2 (0.14%)	1 (0.09%)	00:00:35	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
36.	/projects/leland-fire-station-53?fbclid=IwAR3UuamKhpQadmMpdCOUSh81HqIVUbnvsz8tF9WW4sJAUzdAvqAwpROGCs	2 (0.14%)	1 (0.09%)	00:00:45	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
37.	/projects/leland-highway-17-sewer-expansion-ii-phase-2-formerly-old-town-creek-lift-station-project?page=1	2 (0.14%)	2 (0.18%)	00:00:06	0 (0.00%)	0.00%	50.00%	\$0.00 (0.00%)
38.	/projects/northgate-drive-realignment-project	2 (0.14%)	2 (0.18%)	00:01:00	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
39.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR3Wd1PP5xhaw3juriluw1txOIsmptR40GDjtyFFySUYtUSLavyv0FjPo	2 (0.14%)	1 (0.09%)	00:00:48	1 (0.17%)	0.00%	0.00%	\$0.00 (0.00%)
40.	/projects/regional-pump-station-33-and-force-main-extension?page=1	2 (0.14%)	1 (0.09%)	00:00:13	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
41.	/projects/regional-pump-station-33-and-force-main-extension?page=2	2 (0.14%)	1 (0.09%)	00:00:23	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
42.	/search/google?search=no-results:Town Projects&cat=no-results	2 (0.14%)	2 (0.18%)	00:00:00	1 (0.17%)	0.00%	0.00%	\$0.00 (0.00%)
43.	/search/google/Town Projects?search=Town Projects	2 (0.14%)	2 (0.18%)	00:00:10	0 (0.00%)	0.00%	50.00%	\$0.00 (0.00%)
44.	/town-projects?fbclid=IwAR00g-zXQIRhAXUpxc_SgxEcApEtsnTkeHknQJ1LMR7N3bJuTHc6qNwKnB4	2 (0.14%)	1 (0.09%)	00:00:05	1 (0.17%)	0.00%	50.00%	\$0.00 (0.00%)
45.	/projects/highway-17-forcemainlift-station-10-upgrade-project	1 (0.07%)	1 (0.09%)	00:00:47	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
46.	/projects/leland-fire-station-53?fbclid=IwAR0-VIm8hbVjjzLUakKoD1EWqjtMPp8anwqjFDoDlss_2wfm_WYUuMaK7cck	1 (0.07%)	1 (0.09%)	00:01:02	1 (0.17%)	0.00%	0.00%	\$0.00 (0.00%)
47.	/projects/leland-fire-station-53?fbclid=IwAR00IaTrUG4i01esbQ31Qufghc_reDc_BcOOENkK_VqHGBVQ-HTR8fQkWFI	1 (0.07%)	1 (0.09%)	00:00:00	1 (0.17%)	100.00%	100.00%	\$0.00 (0.00%)
48.	/projects/leland-fire-station-53?fbclid=IwAR00JgTpQCqCgEuZOKqOx1_0Blr-rVF59ok_OS1ENHftiGC45YHj3GezPDS	1 (0.07%)	1 (0.09%)	00:00:00	1 (0.17%)	100.00%	100.00%	\$0.00 (0.00%)
49.	/projects/leland-fire-station-53?fbclid=IwAR04GGMkOPVXS_T0stSJDRUvA_GyqDKPwR7IKOLWAKxVAIZ13Pwrc9Rnt0s	1 (0.07%)	1 (0.09%)	00:00:00	1 (0.17%)	100.00%	100.00%	\$0.00 (0.00%)
50.	/projects/leland-fire-station-53?fbclid=IwAR0dUs_UYMEoXvtvIMvIQoAk8fNxlpcu0cFj8hV_Gx89ZxRvlo1B2KLjFY0	1 (0.07%)	1 (0.09%)	00:00:00	1 (0.17%)	0.00%	100.00%	\$0.00 (0.00%)

Department News

Jessica Jewell joined the Town as Communications Manager on July 12. The hiring process has started for a Communications Specialist, who will be responsible for managing public interactions at the front desk at Town Hall and also assist with various other department projects, to include updating the Town website and social media platforms.

Social Media Update

- Facebook Highlights (July 1 – 31, 2021)
 - Added 142 new page followers (154% increase from June)
 - Overall post reach – 49,926 (344% increase from June)
 - Top post (Largest reach): “Mayor Brenda Bozeman has issued the following statement on a plan to replace the Cape Fear Memorial Bridge with a Toll Bridge: The Cape Fear Memorial Bridge is critically important to the citizens of Leland. If the bridge was to be replaced with a toll bridge, it would be a significant hardship for our residents who use it daily to get to work, doctor’s appointments, the hospital, and more. Leland is home to many working families and seniors on fixed incomes who are all taxpayers of the State of North Carolina. Just like anyone else in this state, we have a right to free and accessible transportation routes. To put the cost of this bridge – one that will be used by people from all over the state and country – primarily on the backs of the residents of Brunswick and New Hanover counties is just wrong. It’s also premature for NCDOT to push such a plan when a potential infusion of Federal money for critical infrastructure is in the works. It’s strange to me that this plan is being pushed with such an aggressive timeline with no previous opportunity for public comment, particularly considering it has been discussed for several months in closed sessions. I encourage the NCDOT to take a hard look at this process and encourage the citizens of Leland and the entire region to make their voices heard and demand transparency moving forward.”
- Twitter Highlights (July 1 – 31, 2021)
 - Impressions/Reach – 3,603 (53% increase from June)
 - Received 1,033 new profile visits (198% increase from June)
 - Top tweet (Largest reach): “TRAFFIC ALERT: One lane along Old Fayetteville Road will be closed from 8 a.m. to 7 p.m. today and next Monday through Friday, July 26-30. Crews will be paving the multi-use path and putting down the final asphalt for the road. Flaggers will direct traffic. #LelandNC pic.twitter.com/uNVKX1GyK4”
- Nextdoor Highlights (July 1 – 31, 2021)
 - Impressions/Reach – 22,275
 - Likes/Comments – 222

- Top post (Largest reach): “We're excited to have Engine 53 in service at Leland Fire/Rescue! The new truck means our firefighters can better serve you in an emergency. <https://www.townofleland.com/news/new-state-art-fire-engine-officially-service-leland-firerescue>”

Project Updates

- Consulted with each department head about their communications needs, current strategies, and goals.
- Established media contacts and coordinated news coverage for Fire Station 53 construction and pushing safety messages from the Police Department.
- Completed thorough review of current external communications via Town website, newsletter, Facebook, Twitter, and Nextdoor. Developed and began implementing strategy to include new weekly content on Town website and daily updates to social media platforms.
- Distributed first Town newsletter since May, with an emphasis on hyperlinks and connectivity to drive traffic to the Town website and social media platforms.
- Started website redesign process by researching other municipality and VC3 websites and meeting with VC3.

Press Releases/Blogs/FAQs/Media Coverage

- Town of Leland website
 - [Town of Leland Hiring Grounds Positions](#)
 - [GFL Recycling Cart Removal Update](#)
 - [Mayor Brenda Bozeman’s Statement on a Potential Toll Bridge Replacement for the Cape Fear Memorial Bridge](#)
 - [Leland Police Join Cape Fear Special Teams](#)
 - [New State-of-the-Art Fire Engine Officially in Service at Leland Fire/Rescue](#)
 - [Construction Underway on New Leland Fire/Rescue Station 53](#)
 - [Public Input Needed for Leland Resilient Coastal Communities Program](#)
 - [Work Underway to Clean Up, Repair Waterways Impacted by Hurricane Florence](#)

- WWAY
 - [Leland Police educates community in response to man impersonating Navassa officer](#)
- WECT
 - [UPDATE: More officials weigh in on future of Cape Fear Memorial Bridge](#)
 - [Leland town council members voice residents' concerns about proposed toll bridge](#)
 - [Local law enforcement agencies form Cape Fear Regional Special Teams](#)
 - [New fire station under construction aims to cut down response times](#)
 - [Leland police explain charges against alleged officer impersonator](#)

TDA Marketing

- LTDA approved a \$50,000 grant to expand the Leland in Lights annual holiday display.
- Began design process for Leland in Lights ad to run in *Our State* magazine November issue.

Department News

IT Manager Bruce Sandy started with the Town on July 12. He has been working with VC3 on assessments for Town computer networks and has been identifying strengths and weaknesses in infrastructure and security that will shape the Town's growth for the next several years.

Major Work Priorities

- Security Posture – Work began with VC3 to put into place best practices for network security with an education campaign planned for the coming months.
- SharePoint Collaboration – Staff is testing the platform to allow for better Team communication and collaboration, as well as more secure data storage in the cloud.
- Business Continuity Plan – Working with Emergency Management and the UNC School of Government to identify and document best practices for continuity of government in the event of a disaster.

Projects Completed

- Completed 14 new employee onboards.
- Consulted with each department head about their needs and budget for this year.
- Established communication with VC3, reviewed policies, and began strategy sessions.
- Rolled out SentinelOne security product to all leased machines.
- Police Department has gone live on SharePoint.

Department News

The Finance Department has started working with the auditors to complete the FY20-21 audit. The first audit meeting days are August 4 and August 5 with Thompson, Price, Scott, Adams, & Co. Staff has already started preparing for the FY22-23 budget process. The Finance staff closed on the loan for the purchase of the new ladder truck that should arrive in calendar year 2022.

Grant News – July 2021

Grants Awaiting Notification

- Governor’s Crime Commission Byrne JAG – Agency weapons replacement, \$24,500 (no match).
- AFG FY20 – Mobile Air Compressor for SCBA cylinders, \$145,000 (10% match).
- Fitness 555 “Strength is Our Foundation” SIFO – Fitness Equipment valued at \$15,000 (no match).
- Cape Fear River Watch – Stormwater Drain Litter Capturing Devices, Equipment provided (no match).
- PARTF – Founders Park Phase I, \$978,000 with 50% match (\$489,000 match).
- BVP FY21 – Replacement of ballistic vests (8), \$6,000 (50% match).
- Firehouse Subs Public Safety Foundation – Rescue Task Force personal protective equipment sets (15), \$14,945.00 (no match).
- T-Mobile Hometown Grant – Founders Park Phase I, \$2,941,856 Total Project Cost, Grant Request Level: >\$50,000 (no match).

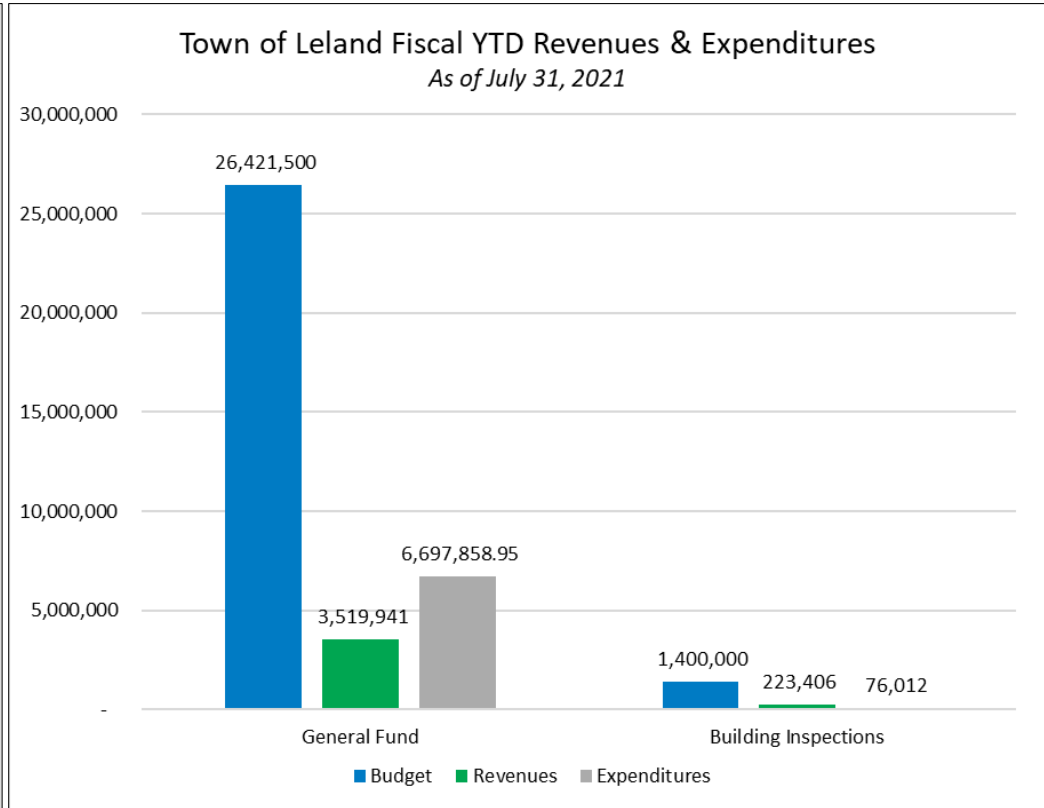
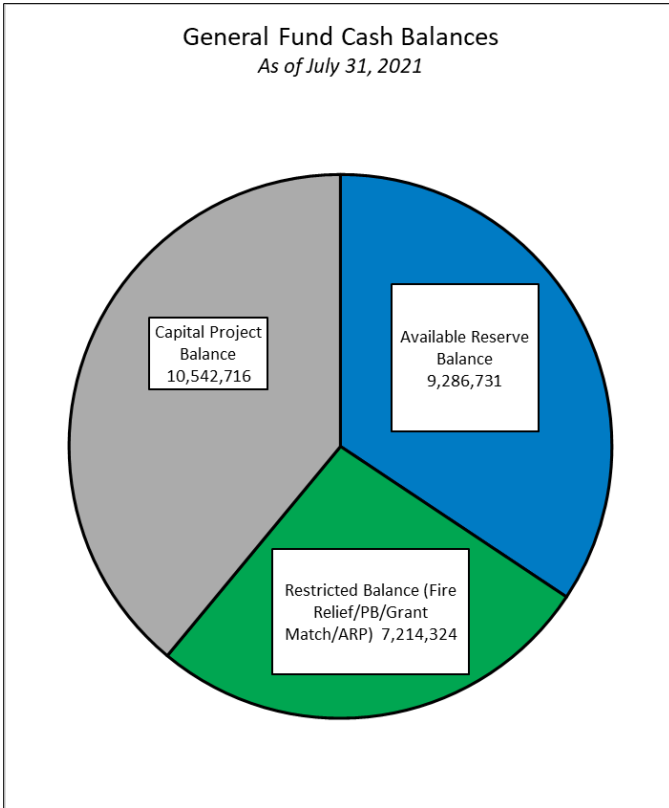
Grants Awarded

- TDA – Expansion of displays for “Leland in Lights” exhibit, \$50,000 (no match).

Grants Not Awarded

- N/A

Dashboard

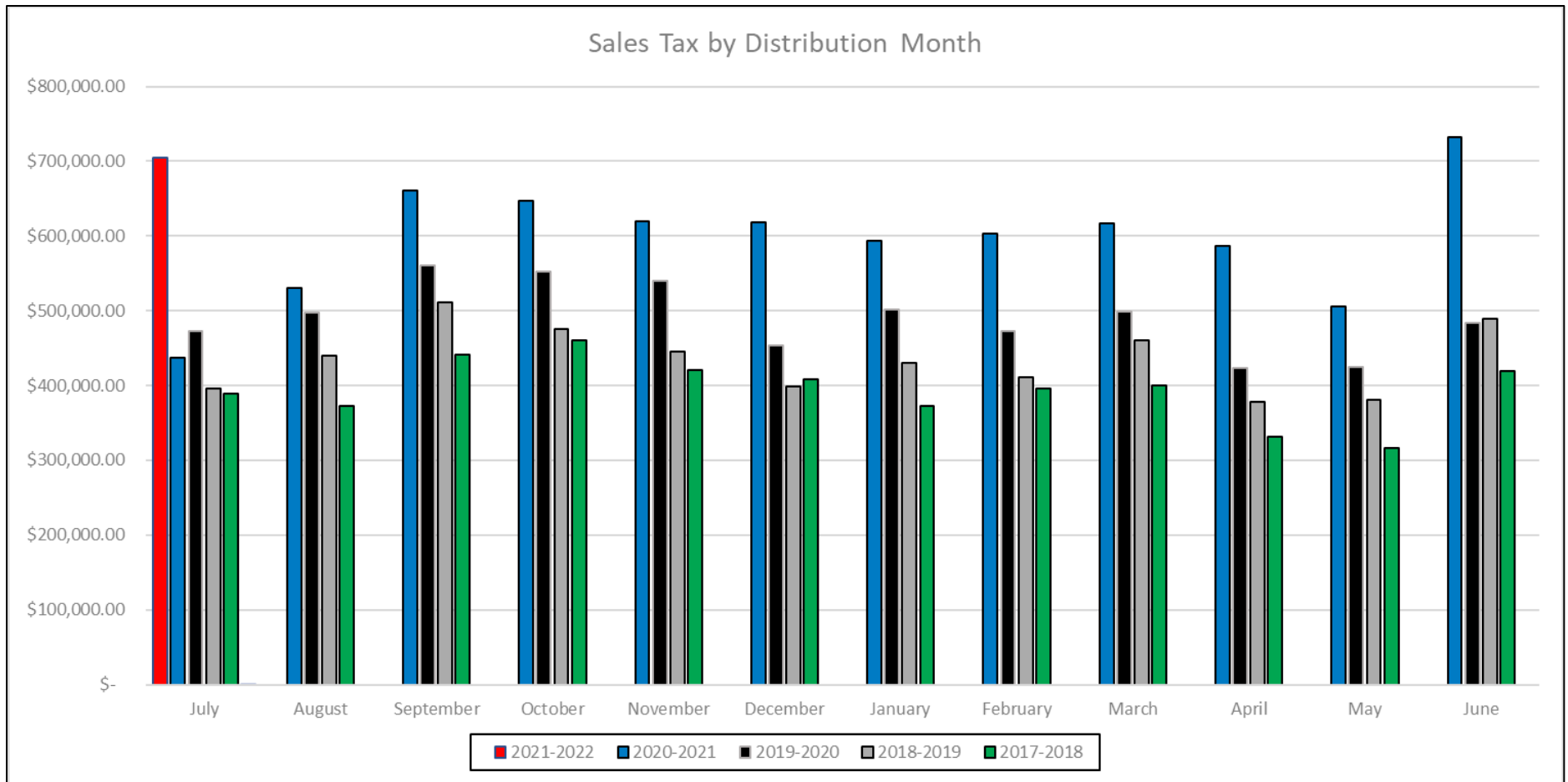


Financial Budget to Actual Report – July 31, 2021

GENERAL FUND							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	25,180,000	26,421,500	3,519,941	3,519,941	-	22,901,559	86.68%
Governing Body	230,000	230,000	31,758	31,758	40,510	157,732	68.58%
Administration	1,430,000	1,430,000	269,676	269,676	117,266	1,043,058	72.94%
Information Technology	1,235,000	1,247,000	105,144	105,144	156,771	985,085	79.00%
Human Resources	350,000	350,000	19,898	19,898	12,134	317,968	90.85%
Finance	600,000	600,000	35,508	35,508	16,757	547,734	91.29%
Planning	655,000	726,000	54,689	54,689	69,465	601,845	82.90%
Economic Development	110,000	110,000	7,839	7,839	250	101,911	92.65%
P&R & Cultural Arts	1,170,000	1,170,000	63,159	63,159	101,104	1,005,737	85.96%
Grounds & Facilities	1,685,000	1,685,000	71,082	71,082	345,804	1,268,114	75.26%
Public Services	2,265,000	2,288,500	148,151	148,151	179,042	1,961,307	85.70%
Police	4,920,000	4,960,000	330,731	330,731	175,081	4,454,188	89.80%
Emergency Management	215,000	215,000	11,464	11,464	815	202,720	94.29%
Fire	6,025,000	6,120,000	1,725,891	1,725,891	212,417	4,181,693	68.33%
Debt Services	2,046,000	2,046,000	758,868	758,868	-	1,287,132	62.91%
Transfers	2,244,000	3,244,000	3,064,000	3,064,000	-	180,000	5.55%
EXPENSES	25,180,000	26,421,500	6,697,859	6,697,859	1,427,417	18,296,224	69.25%
BUILDING INSPECTIONS							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	1,400,000	1,400,000	223,406	223,406	-	(1,176,594)	84.04%
EXPENSES	1,400,000	1,400,000	76,012	76,012	17,609	(1,306,379)	93.31%

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: Allsource Enterprises LLC; Price: \$1,400,000.00; Description: New Fire Apparatus

Intradepartmental and Interdepartmental Budget Transfers

There were no transfers in July 2021.

Audit Committee Meeting Summary

The Audit Committee did not meet in July 2021.

Department News

Letters to employees regarding their merit increases have been delivered. Staff is working on an updated compensation plan along with several safety initiatives. Town staff participated in a voluntary Plank Challenge during the month of July, culminating with a Plank Off on July 29 where Fire Captain Chris Miranda came out as the winner. Staff is also preparing for open enrollment which will take place in October.

Workers Comp Data

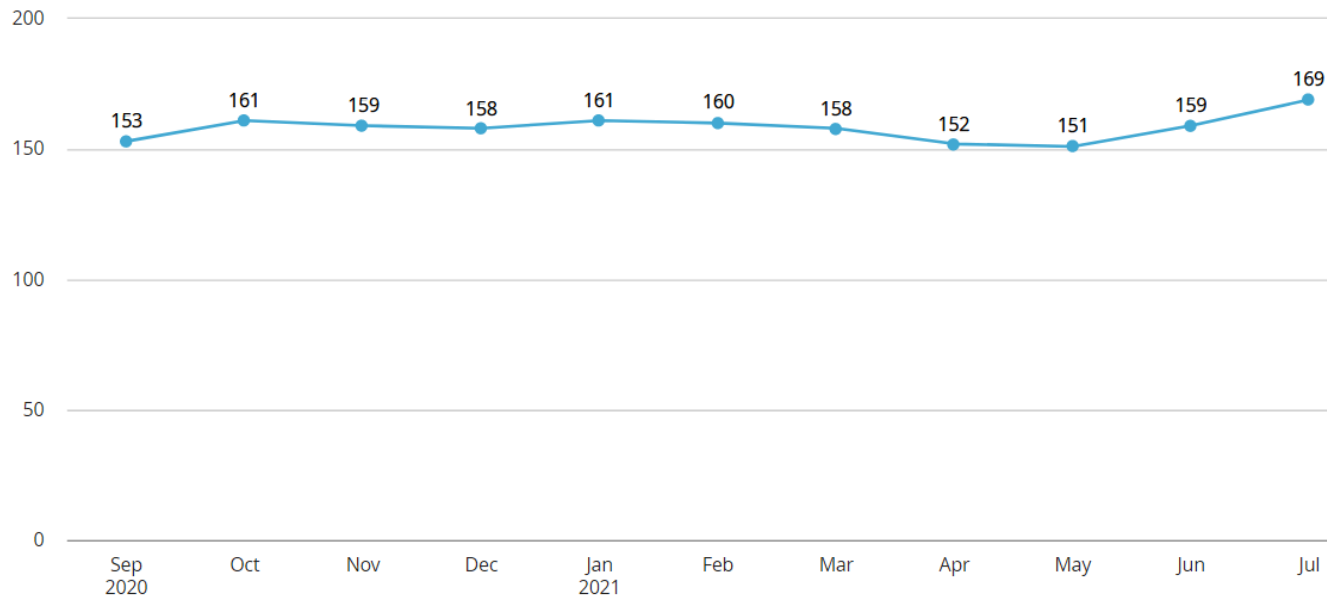
Number of Incidents	Loss Time (Y or N)	Brief Description of Incident and Injury/Illness
0		

Personnel Updates

Name of Employee	Department	Type of Change	Date of Change	Position Title	From Position	To Position
Alysa McLaughlin	Operation Services	Resignation	7/2/2021	Recreation Specialist (PT)		
Holly Martin	Police Department	Promotion	7/10/2021		Master Police Officer	Senior Police Officer
Mason Peters	Police Department	Promotion	7/10/2021		Master Police Officer	Senior Police Officer
Chandler Guy	Police Department	Promotion	7/10/2021		Police Officer	Master Police Officer
Tim Hall	Streets	Promotion	7/10/2021		Streets Maintenance Tech I	Streets Maintenance Tech III
Bruce Sandy	IT	New Hire	7/12/2021	IT Manager		
Charlotte Pearsall	Cultural Arts	New Hire	7/12/2021	Program Coordinator		
Corey Bryant	Operation Services	New Hire	7/12/2021	Facilities Maintenance Technician		
Ryan Weaver	Police Department	New Hire	7/12/2021	Police Officer		
Garrett Bortnick	Police Department	New Hire	7/12/2021	Police Officer		
Joseph Robeson	Police Department	New Hire	7/12/2021	Police Officer		
Jessica Jewell	Administration	New Hire	7/12/2021	Communications Manager		
Jacob Carpenter	Public Services	New Hire	7/12/2021	Streets Maintenance Technician		
Riley Jordan	Cultural Arts	New Hire	7/12/2021	Recreation Specialist (PT)		
Jairyn Kauffman	Cultural Arts	New Hire	7/12/2021	Recreation Specialist (PT)		
Peter Lombardi	Operation Services	New Hire	7/26/2021	Grounds Maintenance Technician		

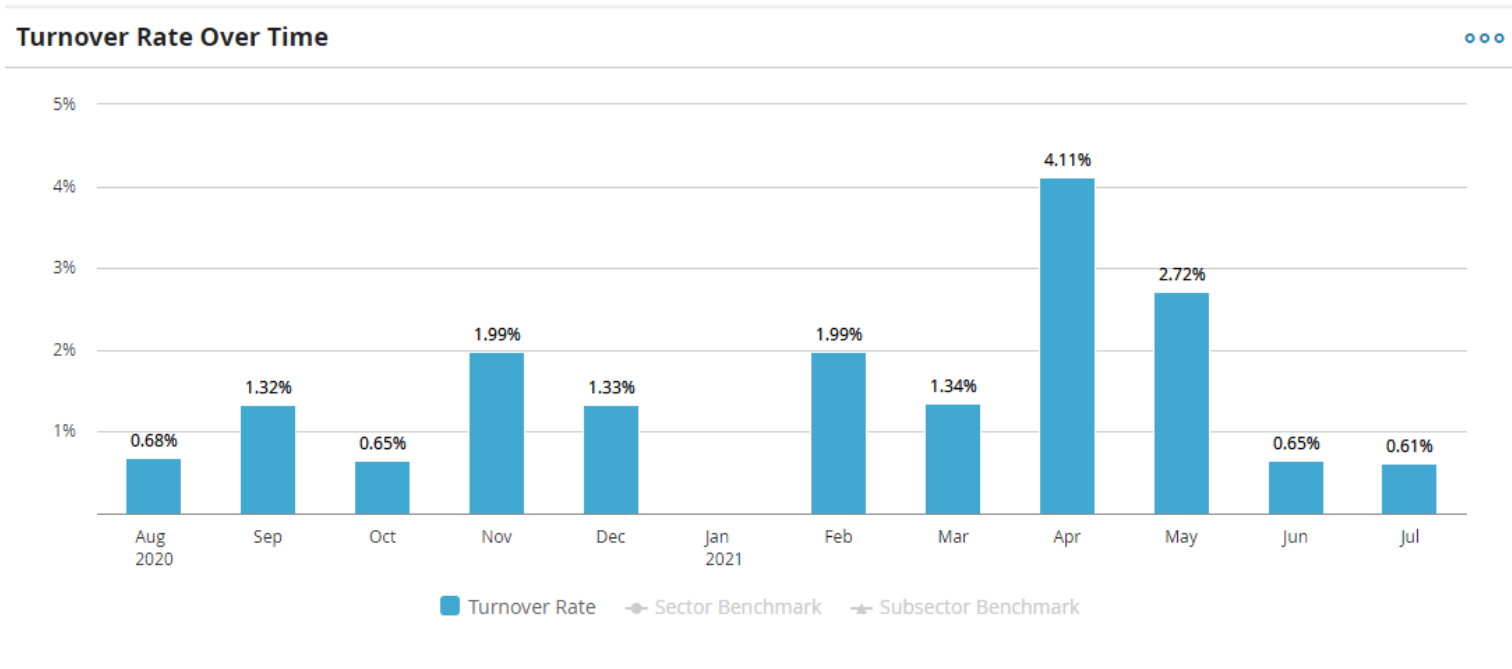
Headcount (FT and PT employees) August 2020-July 2021

Active Employees Trends



Turnover Data August 2020-July 2021

Headcount ⓘ 165 As of July 2021	Hired ⓘ 43	Termed ⓘ 26	Growth Rate ⓘ 15.4%	Turnover Rate ⓘ 17.1%	Average Tenure ⓘ 3.5 (Years)
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Turnover data includes the departure of 7 employees with the Utility transfer to H2GO

Department News

Captain Humphries earned the North Carolina Justice Academy Leadership Certificate. This program requires successful completion of 400 hours of training focused on growth and development as a criminal justice leader. This course offers critical thinking skills geared towards outside-the-box thinking based on current events surrounding the area and state.

Master Officers Martin and Mason were promoted to Senior Officers, and Officer Guy was promoted to Master Officer.

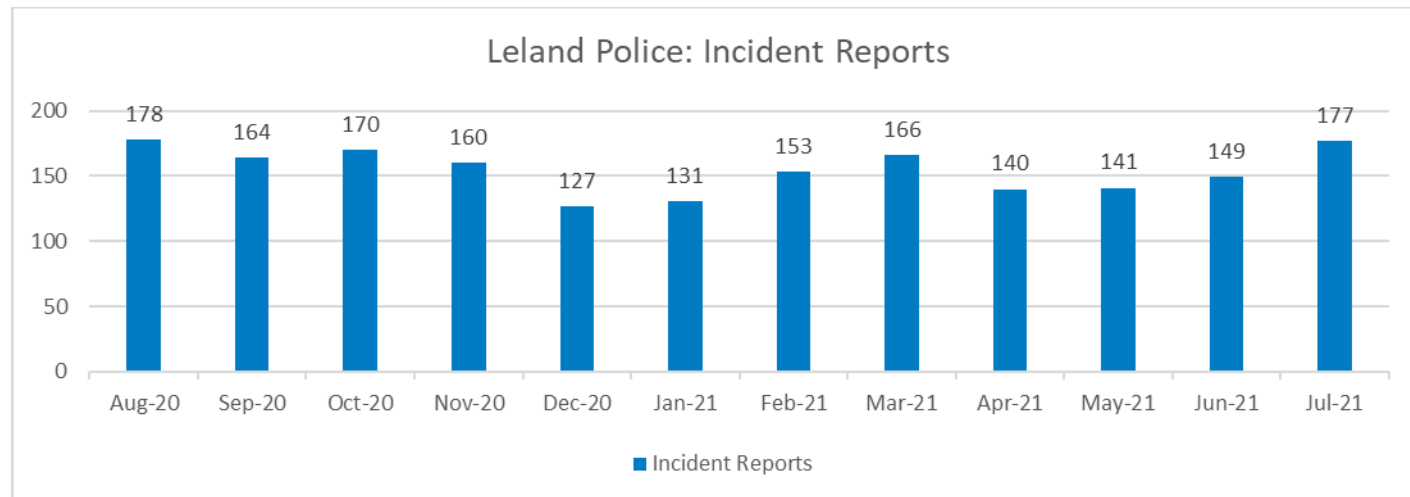
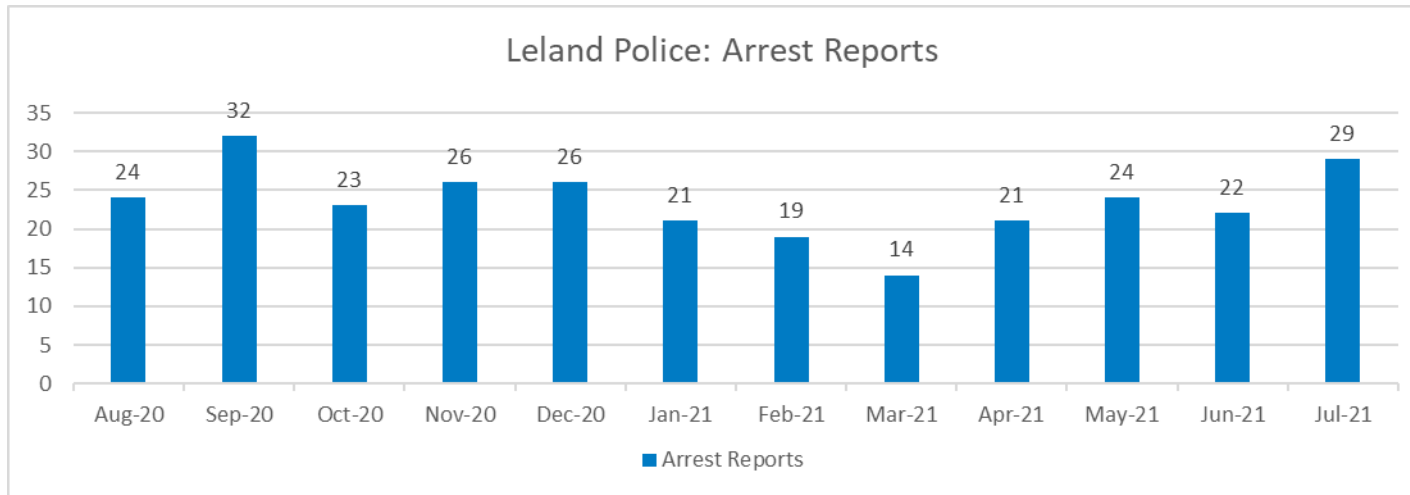
Three new hires were welcomed to the agency. Garrett Bortnick, Joe Robeson, and Ryan Weaver will all be assigned to our Patrol Division upon completion of FTO Training.

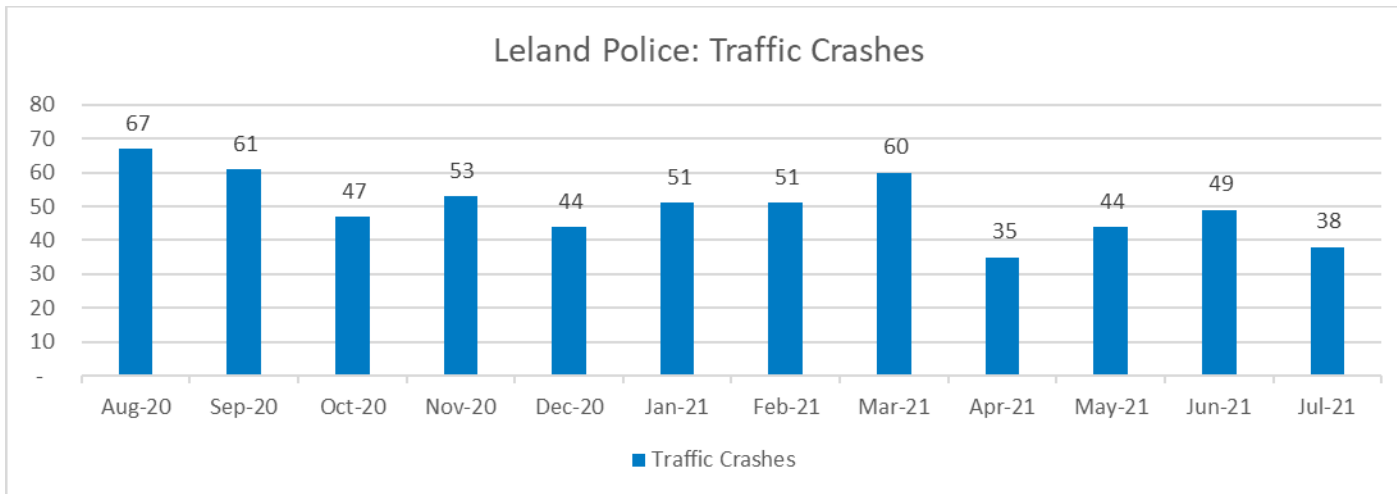
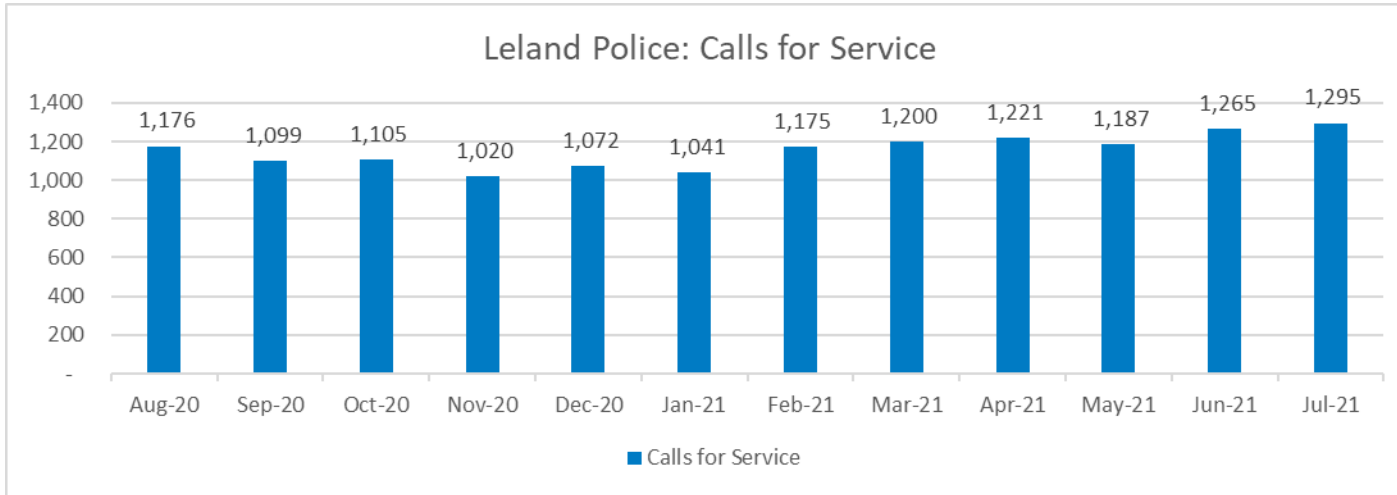
The Street Crimes Unit was temporarily reassigned to the Patrol Division to assist with the coverage and training of new officers.

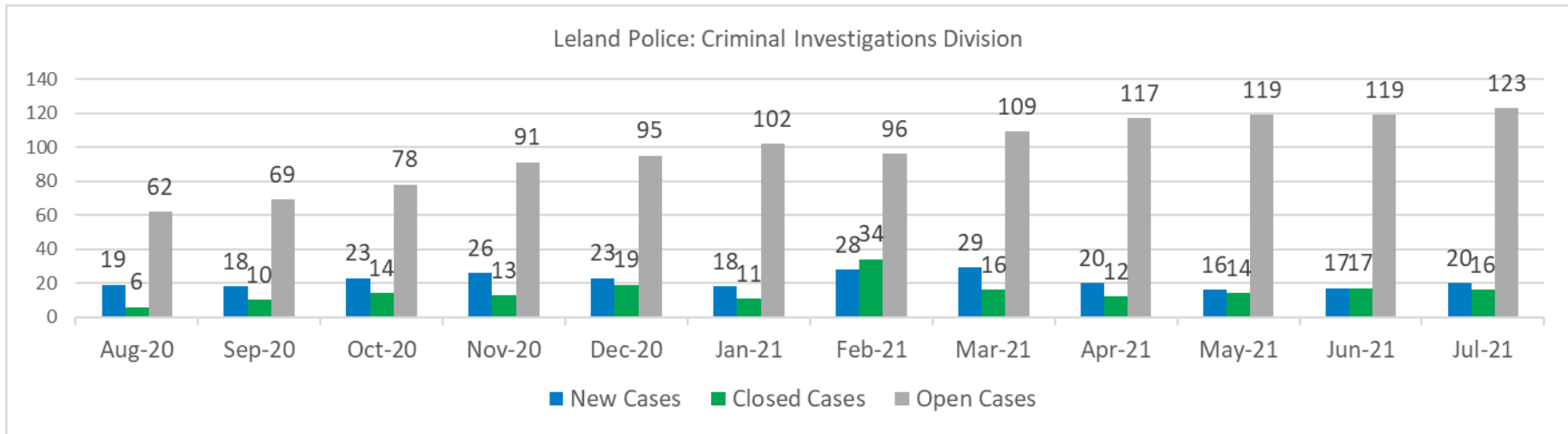
The following officers made a smooth transition to their new roles: Senior Officer Glen Payne transferred to the Criminal Investigations Division and Master Officer Austin Yeager transferred to the U.S. Marshal Fugitive Task Force.

Dashboard

	Animal Services Report						
	Complaints	Cats Picked up	Dogs Picked up	Transported	Traps	Citations	Bites
Aug-20	42	7	4	9	5	0	2
Sep-20	27	4	1	5	2	0	1
Oct-20	53	13	7	20	14	5	6
Nov-20	49	7	4	10	4	2	4
Dec-20	34	4	12	16	2	1	2
Jan-21	32	1	1	2	7	0	1
Feb-21	33	5	3	8	4	0	2
Mar-21	44	5	6	11	8	1	3
Apr-21	46	5	1	6	3	0	4
May-21	52	2	3	5	8	1	1
Jun-21	57	8	5	14	3	1	2
Jul-21	33	3	3	6	2	1	4
Totals	502	64	50	112	62	12	32







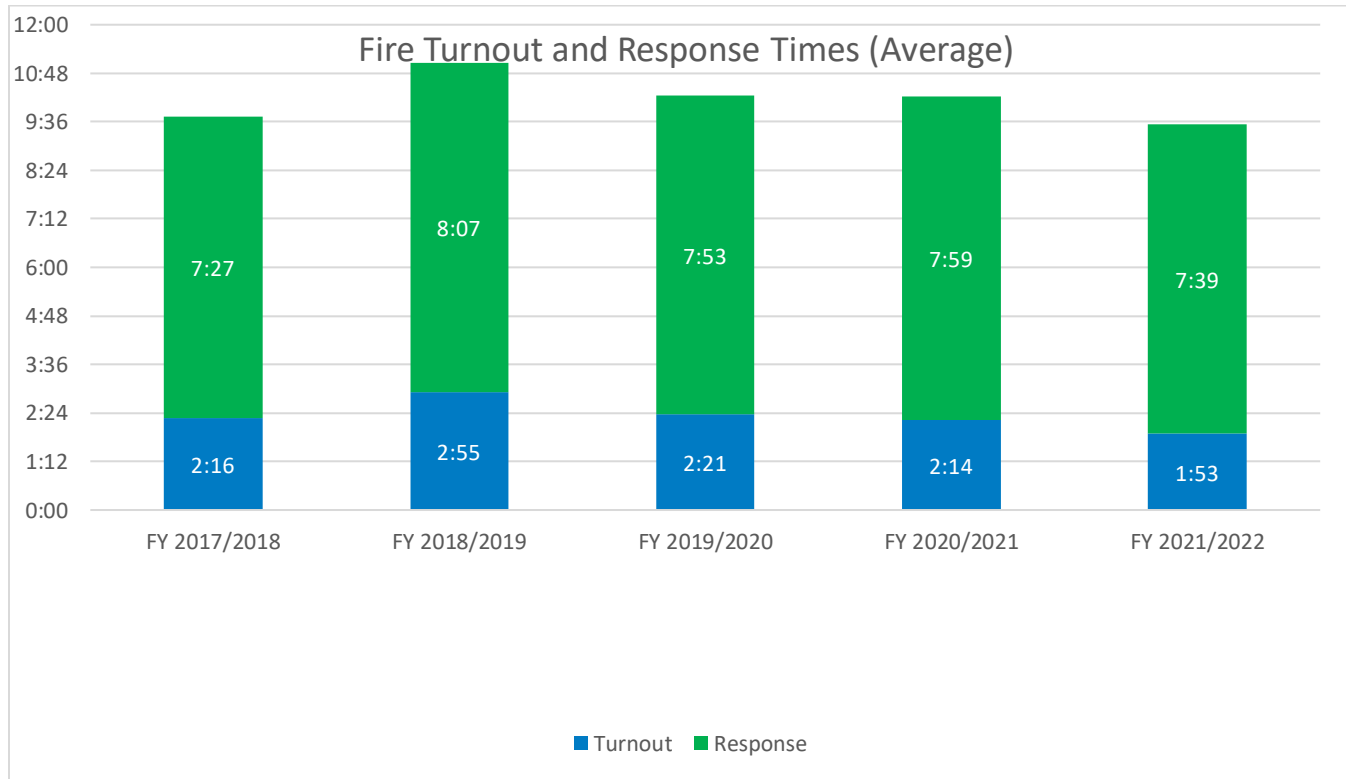
Department News

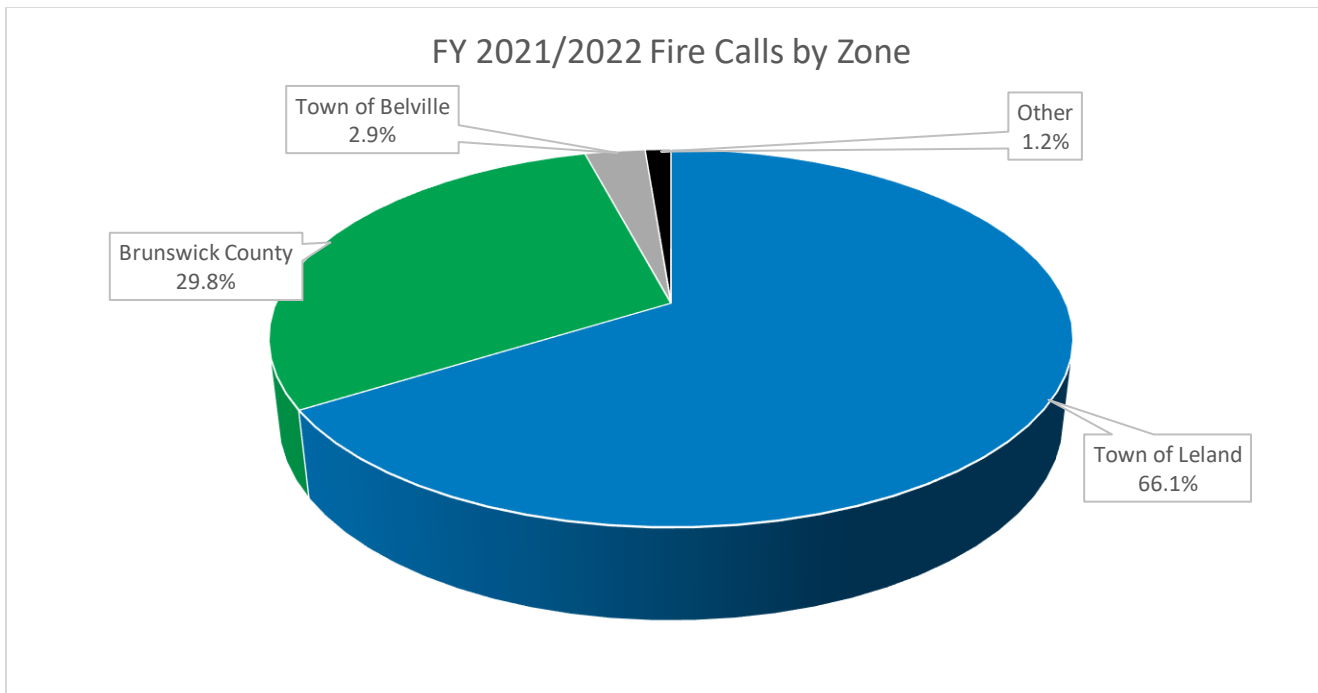
July was an exciting month for the Leland Fire/Rescue Department. Work began on the new Station 53 at 187 Old Lanvale Road. The location of this station will help improve overall response times to emergencies, as well as allowing responders to reach neighborhoods such as Brunswick Forest, Magnolia Greens, Grayson Park, and Snee Farm much quicker. An order was placed for a new aerial ladder truck which was included in the 21/22 fiscal year budget. This truck will replace the current 20 year old truck and allow consolidation of the heavy rescue truck and ladder truck into one unit.

In June, the final 20/21 fiscal year average turnout time (time from dispatch until responders are enroute to an emergency) was 2 minutes 14 seconds (134 seconds). In July, the 21/22 fiscal year average turnout time improved to an average of 1 minute 53 seconds – a 16% improvement (21 seconds faster on average) getting out of the station quicker. In the fire/rescue profession, seconds save minutes, and minutes save lives. Total response times (turnout time and travel time from dispatch to arrival) improved from a June average of 10 minutes 13 seconds (613 seconds) to a July average of 9 minutes 32 seconds (459 seconds). Once Station 53 goes in service, citizens should see a dramatic improvement to the travel time part of response times.

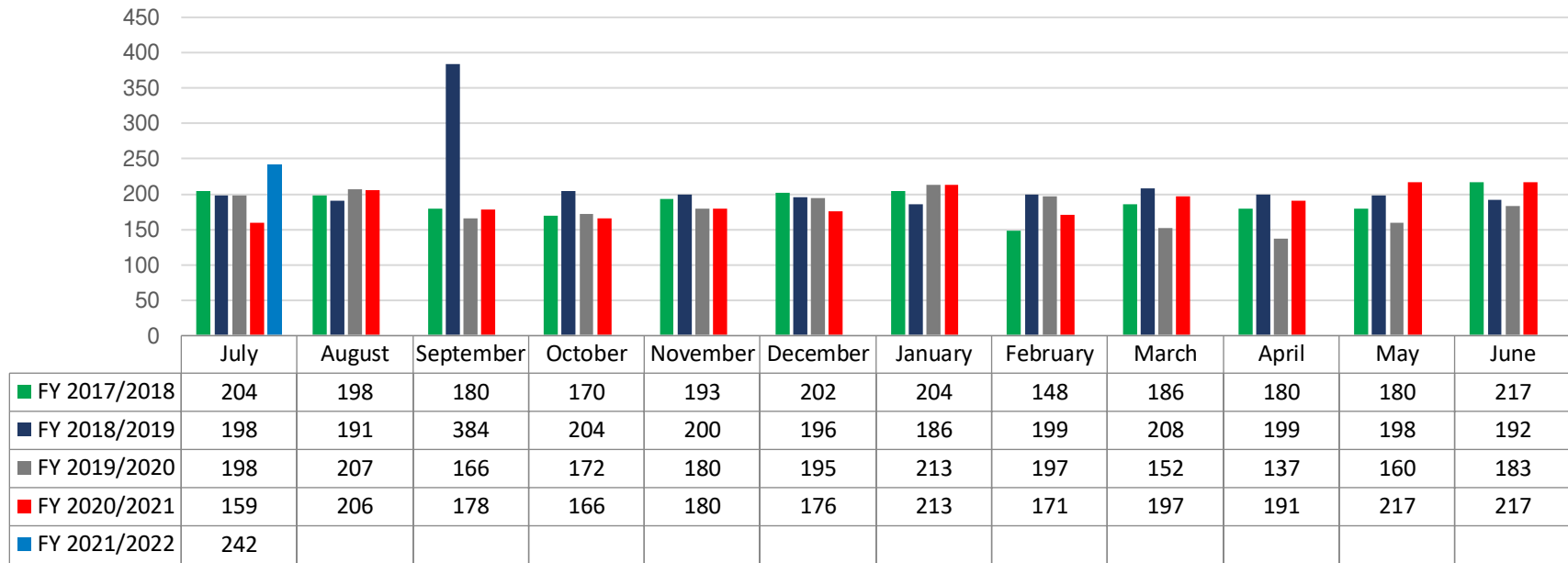
Calls increased from 159 calls in July 2020 to 242 calls in July 2021.

Dashboard





Fire Calls



■ FY 2017/2018
 ■ FY 2018/2019
 ■ FY 2019/2020
 ■ FY 2020/2021
 ■ FY 2021/2022

Department News

Mr. Grimes has begun implementation of the Government Emergency Telephone Service (GETS) for all Town departments. This program offers priority-level phone service to the Town should there be a catastrophic network overload due to natural or human-made events. The service, along with Wireless Priority Service (WPS) for cellular, will improve the probability and continuity of Town telecommunication systems. Mr. Grimes received training in Crisis Track Disaster Assessment Tool and Rapid Needs Assessment from NCEM.

Work Priorities

- Reviewing a draft of the Debris Management Plan for staff review.
- Creation of an After-Action Report for the Hurricane Expo.
- Continue working with FEMA and NCEM to close out Hurricane Florence and Dorian Public Assistance Projects.
- Implementation of CodeRed Software.

Significant Purchases

- No significant purchases in July.

Department News

The Parks and Recreation department has been awarded a \$50,000 grant from the Leland Tourism Development Authority to expand the Leland in Lights annual holiday event. The grant funding will be used to add new large-scale displays and a customizable RGB tree to the six-week Christmas light show in Founders Park.

Peter Lombardi, Madison Ferrell, and Chris Manning have been hired as Grounds Maintenance Technicians. Peter and Madison started on August 2 and Chris started August 9.

Parks and Recreation Board Summary

The July Parks and Recreation Board meeting included the following topics:

- Swear In/Introduction of Members
- Election of Officers
- Facility Naming for a Future Park Site Located on Kay Todd Road

The next meeting will be held September 29, 2021.

Upcoming Events

August 28, 2021 – PR&CR Open House

September 7, 2021 – Fall Programs Start

September 17 – 19, 2021 – Leland Open Disc Golf Tournament

September 30, 2021 – Live at the Park: Chocolate Chip & Co.

Parks, Recreation, and Cultural Resources Updates

Registration for all fall and winter programs opened on August 2, 2021, resulting in the department's largest registration day yet. The day's activity totaled 390 enrollments and \$29,240 in registration fees. New programs for the fall and winter include candle making, guitar lessons, monthly running groups, tai chi, and hand drumming.

The annual Instructor Showcase will be on display at the LCAC during the month of August. The PR&CR Open House will take place on August 28, 2021, providing an opportunity for the community to meet instructors, learn about programs, and receive a discount on registration. Other events in the planning stages include the Founders Luncheon, movies and concerts in the park, Trunk-or-Treat, the Boo Ball, and a new fall event for Founders Park.

Grounds/Facilities Updates

Work Priorities

- Complete the repair to the HVAC unit (Salt Air) to the first floor of the Police Department at Town Hall.
- Repair inside HVAC unit (Salt Air) in the Deputy Clerk's office.
- Complete preventative maintenance on the HVAC units at the Fire stations, the LCAC, and the MOC.
- Repair the ice machines at Town Hall and the LCAC.
- Repair a garage door at the Village Road Fire Station (door #3 in the front).
- Repair playground surface at Westgate Nature Park.
- Coordinate 10-year inspection and repairs (BFPE) at the Westport Fire Station.

Projects Completed

- Repaired a garage door (Overhead Door) at the Village Road Fire Station (door #2 in the front).
- Installed a new irrigation clock at Town Hall.
- Installed new soundproof ceiling tiles in multiple staff offices at Town Hall.
- Repaired the clay extruder at the LCAC.
- Changed the oil in the air compressor at the Village Road Fire Station.
- Confirmed operational capacity of the new generator at the Brunswick Forest water tower.
- Installed fire extinguishers and first aid kits in all Town fleet vehicles.

Significant Purchases

- No significant purchases in July.

Department News

Three summer interns concluded their internships with the department in July:

- Reagan Andrus, a junior at UNCW majoring in Marine Biology, performed an analysis of regulatory and policy impediments to affordable housing in Leland, which identifies potential changes or programs that can facilitate affordable housing supply.
- Jonathan Buckley, a junior at Appalachian State University majoring in Regional Economic Development with a minor in Community and Regional Planning, performed an inventory and analysis of collector road, street connections, bike/pedestrian facilities, and other transportation recommendations in adopted plans to prepare for updated recommendations that will be included in the Leland 2045 plan.
- Wyatt Williams, a junior at Appalachian State University majoring in Sustainable Development, performed an inventory and mapping of existing, planned, and necessary pedestrian infrastructure to support a grant application for a pedestrian crossing on US Highway 17 from Ploof Road to Olde Waterford Way. Mr. Williams also worked on a GIS-based disaster dashboard that can be utilized in disaster situations and post-disaster recovery during damage assessment.

Matt Kirkland and Andrew Neylon attended the annual conference for the North Carolina Association of Zoning Officials. The annual conference covered topics including government leadership, effective code enforcement, human trafficking, and an update on legislation that effects zoning in North Carolina. The conference provides continuing education for Certified Zoning Officials to maintain their certification.

Andrew Neylon attended Addressing: Best Practices, a webinar hosted by Datamark GIS. The webinar reviewed best practices for assigning addresses, why the addressing authority matters, addressing for public safety, and the importance of addressing ordinances.

Department staff participated in training for post-disaster damage assessment to prepare for hurricane season. Department staff is responsible for conducting assessments on buildings in the Town after a disaster, such as a hurricane, to provide information to FEMA to assist with disaster recovery. This year, an updated version of a GIS-based damage assessment tool was introduced. Based on current staff levels, up to eight damage assessment teams can be deployed after a disaster.

Planning Board Meeting Summary

The Planning Board met on July 27, 2021 and heard the following items:

1. Preliminary Subdivision Plat for Grayson Park Phase 3 – The Planning Board voted to approve a subdivision plat for 119 single family lots and 192 townhome units on 148.41 acres within the Grayson Park neighborhood.
2. Proposed Text Amendment – The Planning Board voted to recommend approval of a text amendment proposed by staff to revise Chapters 50, 58, and 60 in the Code of Ordinances in response to the change in utility provisions for the Town of Leland.

- Initial Zoning Recommendation for Colbert Place – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 13.77 acre residential subdivision located on Lanvale Road NE between Village Road and Old Fayetteville Road.

The Planning Board’s next meeting is scheduled for August 24, 2021 at 6 PM.

Board of Adjustment Meeting Summary

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

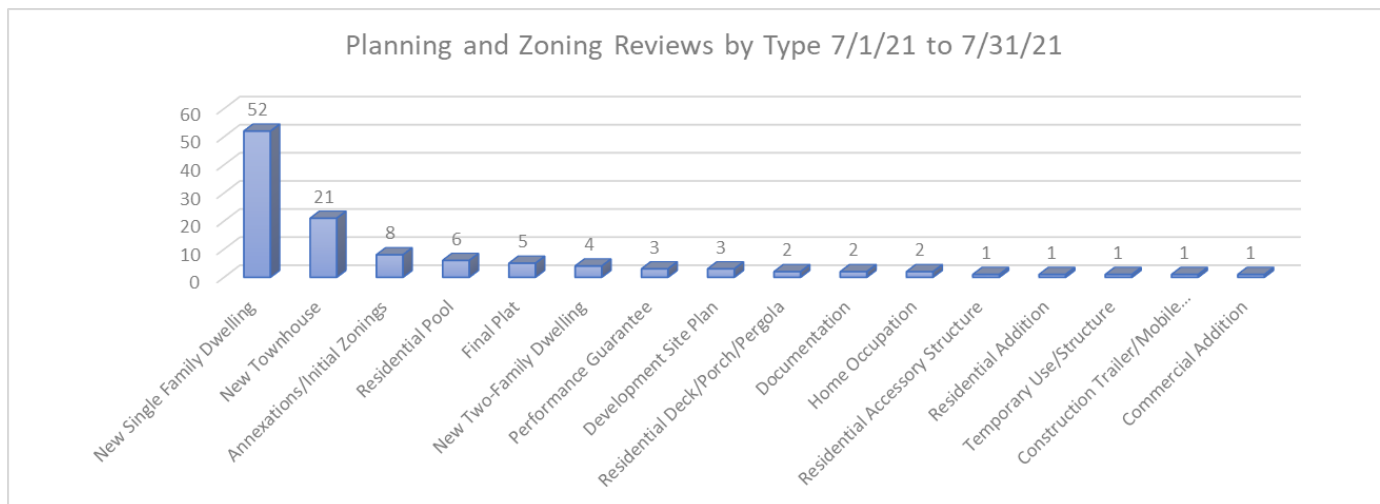
Current Planning Update

TRC Report

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

- Site Specific Plan for Cook Dental – Proposal for 7,105 sq. ft. medical office building on a 0.92-acre parcel on Magnolia Village Way.

Planning and Zoning Reviews



Other Information

Improvement Guarantees

Subdivision	Number of Agreements	Total per Agreement Type	Change from Previous Month
Adair Park			
Cash Bonds	1	\$188,258.13	\$0.00
Bellamy Place			
Cash Bonds	1	\$1,037,615.00	\$0.00
Brunswick Forest			
Letters of Credit	16	\$729,988.52	-\$1,552,014.68
Grayson Park			
Cash Bonds	3	\$50,860.15	\$0.00
Surety Bonds	3	\$125,350.00	\$29,725.00
Ibis Landing			
Surety Bonds	1	\$241,656.88	\$241,656.88
Lanvale Forest			
Cash Bonds	1	\$18,285.31	\$0.00
Leland Corners			
Surety Bonds	1	\$181,343.75	\$181,343.75
Mallory Creek			
Letters of Credit	2	\$168,250.00	\$0.00
Cash Bonds	7	\$1,114,776.75	\$0.00
Surety Bonds	2	\$292,492.70	\$0.00
Sessoms Way			
Letters of Credit	1	\$55,505.00	\$0.00
Skylars Cove			
Surety Bond	1	\$70,876.00	\$0.00
Summer Bay Villas			
Surety Bond	1	\$97,872.50	\$0.00
Tara Forest			
Cash Bonds	1	\$10,840.00	\$0.00
Total Letters of Credit	19	\$953,743.52	-\$1,552,014.68
Total Cash Bonds	14	\$2,420,635.34	\$0.00
Total Surety Bonds	9	\$1,009,591.83	\$452,725.63
Total Performance Guarantee Sureties	42	\$4,383,970.69	-\$1,099,289.05

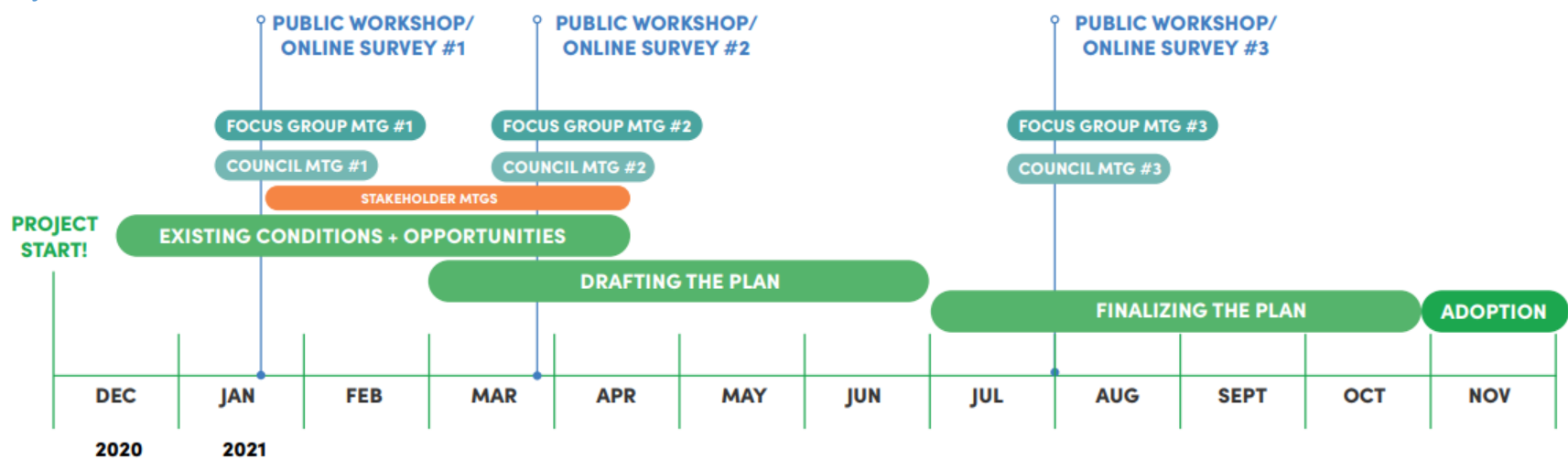
Long Range Planning Update



Staff continues to work with Design Workshop to create the Leland 2045 plan. Several iterations of the draft future growth framework map have been evaluated, and Design Workshop was on-site in June to have a planning charrette with staff to further refine the growth framework map. A 60% complete draft of the plan document is currently being reviewed by staff. So far, the project has focused on getting public input about themes, visions, and elements important for Leland’s growth. Over the coming months, final drafts of elements in the Leland 2045 plan will

be presented to the Focus Group, Planning Board, and Town Council for feedback.

Project Schedule



For all project information and updates, please visit www.Leland2045.com.

Transportation Planning Update

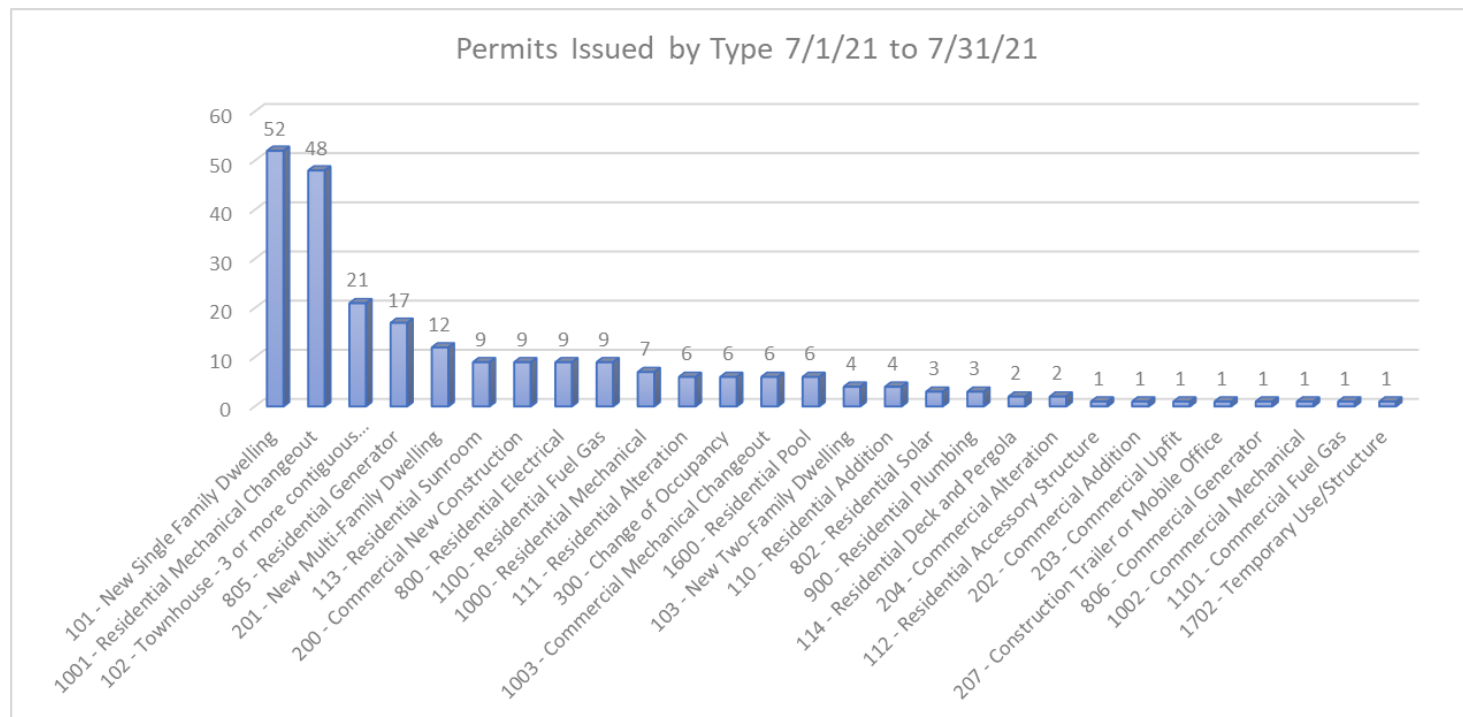
WMPO/NCDOT Traffic Impact Analysis Review Committee – Staff attended weekly meetings to provide input on scoping and the results of traffic impact analyses for pending projects in the Westgate Drive/Ocean Gate Plaza area of Leland, a revision to Grayson Park, a project on Old Town Creek Road, and Mallory Creek. Staff is also coordinating with Davenport Engineering and the WMPO and NCDOT on a roundabout proposal on Ocean Gate Plaza and New Pointe Boulevard and a potential new northbound left turn from US Highway 17 onto Olde Regent Way.

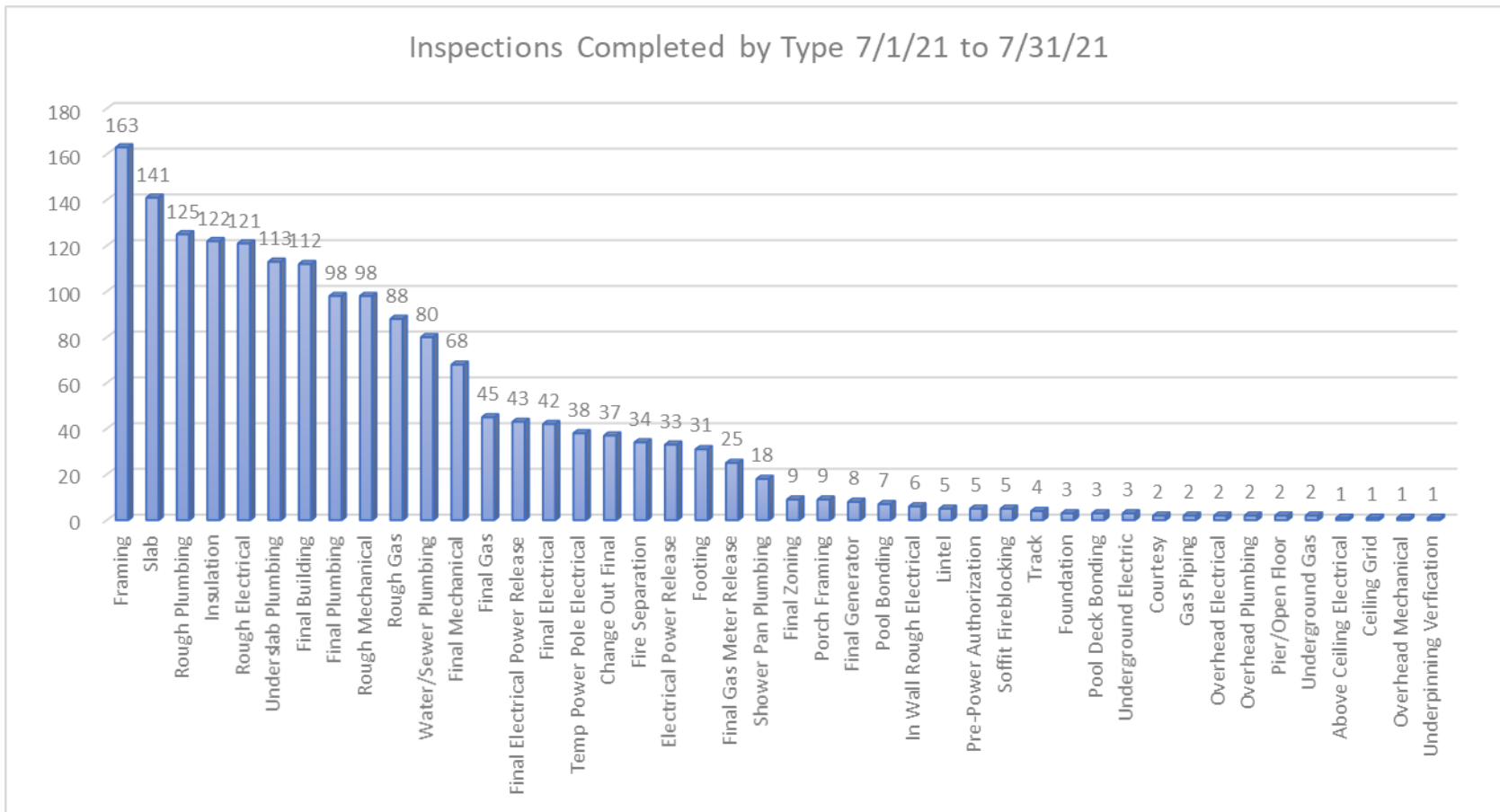
GIS Update

Two new online maps are now live on the department website: one shows the location of all elevation certificates that are on file with the department, and the other shows the locations of FEMA Letters of Map Amendment (LOMAs) on file with the department. Staff continues to work with Emergency Management Director John Grimes to develop an online dashboard that will provide real-time data updates during post-disaster damage assessment.

Building Permitting and Inspections Update

Total Permits Issued	Total Inspections	Total Value of Construction
237	1,898	\$49,927,950





Code Enforcement Update

	Minimum Housing	Environmental	Stormwater	Zoning	Vehicle	Total
Cases Opened	1	13	0	3	3	20
Cases Closed	0	9	0	8	4	21
Active Cases	5	13	0	9	0	27

Public Services Department Updates

Jacob Carpenter joined the department as a Street Maintenance Technician III on July 12. He brings an extensive background of street maintenance experience and crew oversight.

Staff advertised for and awarded architectural on-call contracts in July, with awards made to Sawyer, Sherwood & Associate P.C. Architecture and Goodrich Architecture P.A. These on-call contracts will be used for architectural services associated with new facility construction, renovations, and upfits of Town-owned facilities.

Streets Updates

Work Priorities

- The vegetative debris site is now up and running at the MOC. Staff is manning the site during operating hours, assisting the public, and collecting vouchers. In July, the Town sold five sets of vouchers, 50 in total, while seven loads of debris were delivered to the site over the six days it was in operation.
- Staff members who have passed the NC Pesticide Applicator CORE License exam are now registered for the Public Health Pest Control exam. These exams will be completed by the end of August.
- Seven staff members are currently attending the OSHA 30 – Construction certification course.
- Staff installed signage and stop bars to change the intersection of Baldwin and Lee Drives from a 2-way stop to a 4-way stop intersection to improve driver and pedestrian safety. This went into effect on July 12.
- Staff is repairing sinkholes located within Town-owned roads. The recent heavy downpours have caused a number of sinkholes to form at and around storm drains. A small number of these sinkholes are large and will have to be contracted out. Staff is currently gathering quotes for this work.
- Staff continues to mow sections of right-of-way, with Old Fayetteville Road from Lanvale Road to the high school to be completed in early August.
- Staff is in the process of gathering quotes for several sidewalk extension projects. These are areas in which developers did not extend sidewalks within the right-of-way. This work will also include updating an intersection in Magnolia Greens that is not ADA compliant.

Initiatives

- Staff finalized the NCDOT Powell Bill maps and received approval from NCDOT on the 2021 Powell Bill submittal in July. The total length of Town-owned and maintained roads is 94.50 miles.

- Staff is reviewing Town-maintained gravel roads for possible paving. Staff has budgeted for the survey and design work associated with paving these roads in the FY 21/22 budget and awarded the design phase for this project in July with survey work to start late August. Roads under review include Graham Drive, Breman Lane, and John Sneed Lane.
- Staff is creating a streets design manual which will include standard specifications and details to be used in the design and construction of new and rehabbed Town streets. Staff is reviewing the standard details and specifications now, with the goal to finalize the details and specifications this summer.
- NC Resilient Communities Grant work continued in July, with the website being created, the Community Action Team (CAT) being established, and the citizen survey created and posted in July. The first public meeting is scheduled for August 25 at 6 p.m.

Project Notes

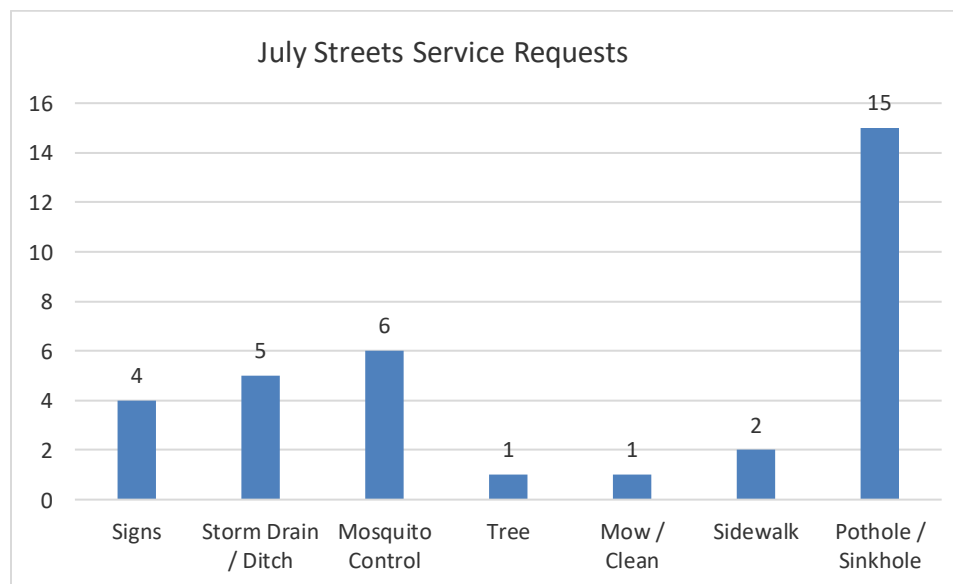
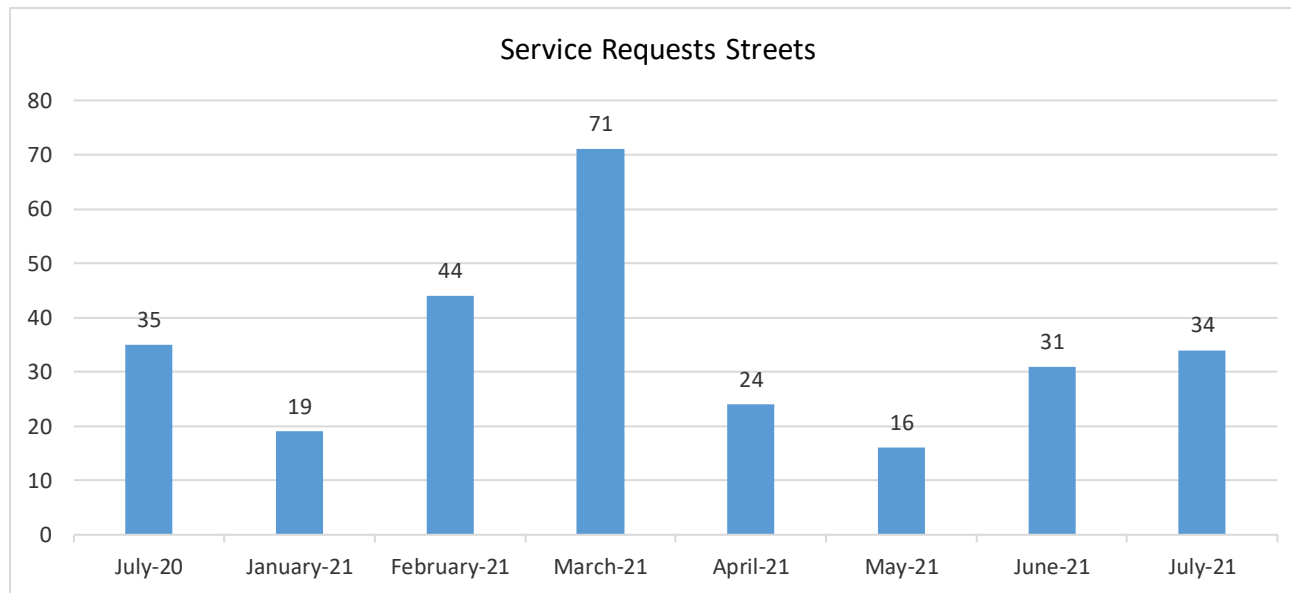
- Staff has awarded the Brunswick Forest Parkway and Low County Boulevard intersection improvement project, which includes restriping Brunswick Forest Parkway and Low County Boulevard to C. M. Mitchell Construction Company, Inc. Construction is scheduled to start late August.
- Staff continues to work on the Olde Waterford Way extension project. The stormwater permit for this project has been approved and design is ongoing. The final MOU for right-of-way acquisition has been signed by the property owner and will be presented to Council in August. Staff is planning to bid the construction phase of this project in October.
- Staff is working on the FY 21/22 street resurfacing project, obtaining proposals from qualified on-call engineering firms to complete the design phase of this project. Streets to be resurfaced include portions of Olde Waterford Way, Palm Ridge Drive, Pine Harvest Drive, and Grandiflora Drive.

Significant Purchases

- Staff is working on obtaining quotes and specifications for the FY 21/22 approved budget items, including a skid steer, plate tamper, and roller.

Work Order Summary

- Streets received 34 work orders in July, with most of them being pothole/sinkhole related.
- Streets completed 36 work orders in July, with an approximate expense of \$17,000 in labor, equipment, and materials to complete these work orders.



Department News

Staff has been working with Twin Rivers Capital, located in Charleston, South Carolina, on the development of a 4.68-acre site at the corner of Highway 17 and Ocean Gate Way. The parcel is presently owned by Lidl US Operations, LLC., the parent company of Lidl grocery store, and was voluntarily annexed into the Town in November 2020. Twin Rivers plans to purchase the property and put four retail businesses on the site, including Cookout and Take 5 Oil Change.

Mr. Vidmar is working with the owner of the 225-acre parcel in the Leland Innovation Park that was annexed into the Town in July 2020 to close deals with three major businesses that have shown an interest in building new facilities in the Park.

Mr. Vidmar is beginning to see increased interest in undeveloped properties along the Village Road corridor. Most recently, Mr. Vidmar and Planning staff have had conversations with developers studying the viability of a potential project on a 7-acre vacant property between South Navassa Road and Oakland Avenue and a potential project on a 25-acre vacant property on Inheritance Lane.

New Businesses

- No new businesses to announce at this time.

New Construction/Development

- Sitework has commenced on a 3-acre site next to Harris Teeter in the Waterford Commercial Village, where **Crown Hotel and Travel Management** plans to build a **TRU by Hilton** hotel. The hotel will have 93 rooms and will offer an indoor pool, continental breakfast, and other amenities.
- A site has been cleared for a two-story, 46,000 square foot medical research building that will be built on a site between the **Tru Hotel** and **Leland Station** apartments.
- Construction is progressing on the new **Custom Home Furniture Galleries Outlet** store, a two-story, 56,000 square foot furniture showroom in the Waterford Commercial Village across from **Leland Station**.
- The owners of **7Twenty6 Brewing Company** are expecting construction will begin very soon on a new brewery that will be located on Old Fayetteville Road across from Town Hall. The project was delayed due to the pandemic.

Economic Development Committee Meeting Summary

The Economic Development Committee met on July 8, 2021. The Committee presented its plans for the coming year and made suggestions for economic development initiatives it would like to pursue, including an update to the 2019 Economic Development Strategic Plan.