



STAFF REPORTS

September 2021 Regular Meeting

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Administration News

Beginning August 16, Town Hall was again closed to non-scheduled, walk-in visitors due to the increase in COVID cases. All other Town facilities remain open, and employees continue to work as normal while maintaining appropriate precautions. Staff will continue to evaluate existing conditions and make operational adjustments as necessary.

Town Clerk's Office

Ms. Reinhardt attended the North Carolina Association of Municipal Clerks Annual Summer Academy from August 19 to August 21.

Work Priorities

- Annual Board/Committee Rules of Procedure and Ethics Training with the Town Attorney will be held on On October 4 at 6:00 PM at Town Hall. Board and committee members have been asked to save the date. Additional event announcements will be emailed as the date draws near.
- The Old Fayetteville Road Multi-Use Path Ribbon Cutting Ceremony is tentatively scheduled for October 18. Staff is working on event logistics and confirming the event date.
- Adopted Resolution R21-094 Requesting the WMPO and NCDOT to Work Together to Add the Cape Fear Memorial Bridge to the STIP was emailed to the WMPO and NCDOT on August 31.

Council Directive Updates

- American Rescue Plan Act of 2021: Staff continues to attend webinars and review published guidance on how funds can be spent. Final guidance for spending the funds is expected to be released by the US Treasury in September. Once this final release is available, staff will meet to further discuss allowable projects and present to Council at a future meeting.
- USPS Changing Postal ZIP Code Boundaries: Staff sent a letter on September 2 to both the Mallory Creek and Westport HOA Boards notifying them of the optional postal address change from Winnabow to Leland, while still utilizing the 28479 ZIP code for residents of those neighborhoods.
- Coastal Carolina Curling Club Letter of Support was prepared and sent to the organization on August 30, 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 4, 2021.
- Next Steps: The contractor has completed paving on the multi-use path and roadway. The next steps are for the contractor to install ADA mats on the curb ramps, install new street signs and pavement markers, and clean up the project site. A ribbon cutting ceremony is tentatively scheduled for October 18, 2021.
- Concerns: Install a second catch basin to catch the water that is ponding at the intersection of Town Hall Drive and Old Fayetteville Road. C.M. Mitchell's estimate was extremely high so NCDOT is working with FHWA to see how to use another contractor to do the work. The work is on hold until NCDOT provides guidance.

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 has paved the multi-use path on Village Road and plans to finish up work along Old Fayetteville Road near Leland Middle School and will be moving to Town Hall Drive to complete those improvements.
- Concerns: Contractor completing the project by September 21, 2021.

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. The next steps are to install sanitary sewer from the lift station to Hewett Burton Road and complete a partial sewer certification for the segment up to House of Pickleball, allowing them to connect to the sewer main.
- 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 staff is waiting on results and recommendation 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: Construction is slated to begin September 7 and, pending weather, will be completed by September 17, 2021.
- Next Steps: Construction activities to begin.
- 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: Project is in design and permitting. All memorandum-of-understandings (MOUs) for right-of-way and easement acquisition required for the roadway extension have been signed and approved by Council. A public meeting was held on August 31 to discuss the project.
- Next Steps: Continue with design and permitting. Staff anticipates bidding construction of the 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: Survey access letters have been sent to property owners and Atlantic Coast Survey is slated to begin survey work on September 13, 2021.
- Next Steps: Complete survey of roads by October 30, 2021 and begin developing concept plans for staff to review.
- 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: Issued a task order to obtain survey data of the project area.
- Next Steps: Receive and analyze the survey data of the project area.
- 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: Staff is working with on-call engineers to finalize a task order for survey and design.
- Next Steps: Issue a task order for design, survey, 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/building design has been approved and Environments Unlimited (EU) is working on a preliminary cost estimate for the project.
- Next Steps: Review preliminary cost estimate when received and give go ahead to EU to begin mechanical, electrical, and plumbing plans and work towards a final cost estimate.
- Concerns: No concerns at this time.

Leland Fire Station 53 – 187 Old Lanvale Road

- Purpose: Construction and upfit of existing satellite fire station.
- Status: The slab has been poured, framing installed on the addition, and firewall work has begun.
- Next Steps: Continue work on framing, both on slab and interior portion of building. Continue with site work and stormwater improvements. Continue working on selections and budget for site furnishings, gear racks, workout equipment, etc.
- 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 the second warehouse including electric, intake vent installation, and vehicle lane striping. Pallet racks, cabinets, and workbenches are on order and awaiting an installation date.
- Next Steps: Obtain final quote for warehouse breakroom renovation and pallet rack systems. Schedule renovation and proceed with move-in. Pallet rack, workbench, and cabinet installation.
- 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: Cost opinion from Sawyer on building designs were higher than anticipated. Currently reassessing design needs and expectations before proceeding with design work.
- Next Steps: Schedule a meeting with Duke Energy to discuss lighting and power needs for the park so this can be incorporated into the final design. Review architectural design work with Sawyer and publish 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. A task order has been signed for CLD to continue with site design up to 100% bid package. A task order has been signed with Goodrich Architecture to begin building design.
- Next Steps: Review design plans from Goodrich once submitted and continue working with CLD on the final site plan.
- Concerns: No concerns at this time.

Loblolly 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: Council formally adopted the name Loblolly Park at their August regular meeting. Met with McGill to review project scope and awaiting a proposal for development of an overall park master plan.
- Next Steps: Finalize proposal and issue task order for park master plan.
- 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 is working toward providing updated design plans.
- Next Steps: Acoustic ceiling tiles were installed in two offices and staff is currently evaluating their effectiveness. 60% design plans are expected to be completed and ready for review the first week of September.
- Concerns: No concerns at this time.

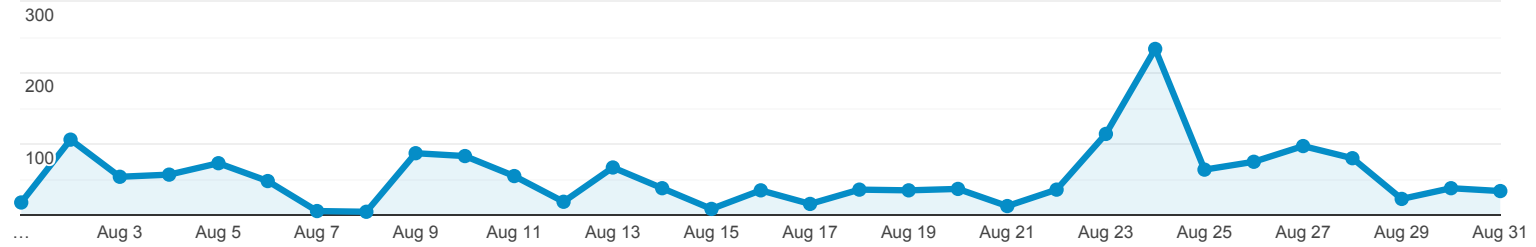
Projects Page Report

Aug 1, 2021 - Aug 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
	1,691 % of Total: 4.68% (36,145)	1,265 % of Total: 4.25% (29,786)	00:01:40 Avg for View: 00:01:43 (-2.30%)	623 % of Total: 3.18% (19,565)	71.47% Avg for View: 58.46% (22.26%)	43.94% Avg for View: 54.13% (-18.83%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /town-projects	408 (24.13%)	222 (17.55%)	00:00:28	60 (9.63%)	66.67%	19.12%	\$0.00 (0.00%)
2. /projects/leland-police-departmentanimal-control-facility	234 (13.84%)	224 (17.71%)	00:01:33	218 (34.99%)	94.95%	92.74%	\$0.00 (0.00%)
3. /projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements	194 (11.47%)	146 (11.54%)	00:02:33	38 (6.10%)	60.53%	48.97%	\$0.00 (0.00%)
4. /projects/olde-waterford-way-extension	164 (9.70%)	120 (9.49%)	00:04:19	63 (10.11%)	30.16%	47.56%	\$0.00 (0.00%)
5. /projects/future-town-projects	142 (8.40%)	122 (9.64%)	00:01:30	54 (8.67%)	57.41%	40.14%	\$0.00 (0.00%)
6. /projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d	92 (5.44%)	67 (5.30%)	00:01:33	46 (7.38%)	71.74%	47.83%	\$0.00 (0.00%)
7. /projects/usda-emergency-watershed-protection-ewp	81 (4.79%)	60 (4.74%)	00:03:25	49 (7.87%)	52.00%	64.20%	\$0.00 (0.00%)
8. /projects/stp-da-pedestrian-improvements-u-5534i-j-k	49 (2.90%)	38 (3.00%)	00:02:59	21 (3.37%)	47.62%	36.73%	\$0.00 (0.00%)
9. /projects/leland-fire-station-53	48 (2.84%)	37 (2.92%)	00:01:08	3 (0.48%)	66.67%	16.67%	\$0.00 (0.00%)
10. /projects/founders-park	33 (1.95%)	24 (1.90%)	00:02:21	3 (0.48%)	66.67%	24.24%	\$0.00 (0.00%)
11. /projects/leland-fire-station-51	33 (1.95%)	27 (2.13%)	00:01:11	4 (0.64%)	100.00%	24.24%	\$0.00 (0.00%)
12. /projects/kay-todd-road-park	23 (1.36%)	18 (1.42%)	00:00:43	1 (0.16%)	100.00%	17.39%	\$0.00 (0.00%)
13. /projects/brunswick-village-blvd-kay-todd-utilities-extension-project	20 (1.18%)	15 (1.19%)	00:00:47	0 (0.00%)	0.00%	10.00%	\$0.00 (0.00%)
14. /projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements?page=1	18 (1.06%)	14 (1.11%)	00:01:16	0 (0.00%)	0.00%	27.78%	\$0.00 (0.00%)
15. /streets/roadwork-projects-updates	11 (0.65%)	10 (0.79%)	00:04:26	1 (0.16%)	0.00%	18.18%	\$0.00 (0.00%)
16. /projects/lanvale-forest-street-improvements	10 (0.59%)	6 (0.47%)	00:08:31	2 (0.32%)	50.00%	20.00%	\$0.00 (0.00%)
17. /projects/brunswick-forest-parkway-low-country-blvd-intersection-improvements?page=2	8 (0.47%)	7 (0.55%)	00:00:52	0 (0.00%)	0.00%	25.00%	\$0.00 (0.00%)
18. /projects/leland-highway-17-sewer-expansion-ii-phase-2-formerly-old-town-creek-lift-station-project	8 (0.47%)	7 (0.55%)	00:02:41	1 (0.16%)	100.00%	12.50%	\$0.00 (0.00%)
19. /projects/leland-unpaved-roads-improvements	6 (0.35%)	2 (0.16%)	00:01:29	0 (0.00%)	0.00%	16.67%	\$0.00 (0.00%)

20.	/projects/regional-pump-station-33-and-force-main-extension	5 (0.30%)	4 (0.32%)	00:02:03	1 (0.16%)	100.00%	40.00%	\$0.00 (0.00%)
21.	/projects/stp-da-pedestrian-improvements-u-5534i-j-k?page=1	5 (0.30%)	4 (0.32%)	00:00:27	0 (0.00%)	0.00%	60.00%	\$0.00 (0.00%)
22.	/projects/brunswick-village-blvd-kay-todd-utilities-extension-project?page=1	4 (0.24%)	4 (0.32%)	00:00:13	0 (0.00%)	0.00%	25.00%	\$0.00 (0.00%)
23.	/projects/leland-police-departmentanimal-control-facility?_native_ads=1	4 (0.24%)	4 (0.32%)	00:00:00	4 (6.64%)	100.00%	100.00%	\$0.00 (0.00%)
24.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?page=1	4 (0.24%)	4 (0.32%)	00:00:31	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
25.	/projects/police-departmentanimal-control-facility	4 (0.24%)	1 (0.08%)	00:01:16	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
26.	/projects/booster-pump-project	3 (0.18%)	3 (0.24%)	00:00:59	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
27.	/projects/highway-17-sewer-expansion-ii-phase-1	3 (0.18%)	3 (0.24%)	00:00:33	1 (0.16%)	100.00%	33.33%	\$0.00 (0.00%)
28.	/projects/lanvale-forest-street-improvements?page=1	3 (0.18%)	2 (0.16%)	00:01:29	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
29.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?page=2	3 (0.18%)	3 (0.24%)	00:00:09	0 (0.00%)	0.00%	33.33%	\$0.00 (0.00%)
30.	/projects/leland-police-departmentanimal-control-facility?_native_ads=1&_num_ads=1	2 (0.12%)	1 (0.08%)	00:00:00	1 (0.16%)	0.00%	50.00%	\$0.00 (0.00%)
31.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR2tS3BOxdxhd-zmVaFDsZm3T84Y59w28mlyYldQR_HscsKRw-ukaGo9w4	2 (0.12%)	1 (0.08%)	00:00:41	1 (0.16%)	0.00%	50.00%	\$0.00 (0.00%)
32.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR2ZRrPEOmSkJacw_hXOpQInJc-rq54mm3Z3_lwea0jyyR4bJBNS8OdMmG8	2 (0.12%)	1 (0.08%)	00:01:32	1 (0.16%)	0.00%	0.00%	\$0.00 (0.00%)
33.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR2ZRrPEOmSkJacw_hXOpQInJc-rq54mm3Z3_lwea0jyyR4bJBNS8OdMmG8&page=1	2 (0.12%)	1 (0.08%)	00:00:32	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
34.	/projects/highway-17-sewer-expansion-ii-phase-1?page=1	1 (0.06%)	1 (0.08%)	00:00:00	0 (0.00%)	0.00%	100.00%	\$0.00 (0.00%)
35.	/projects/lanvale-forest-street-improvements?page=2	1 (0.06%)	1 (0.08%)	00:06:45	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
36.	/projects/leland-highway-17-sewer-expansion-ii-phase-2-formerly-old-town-creek-lift-station-project?page=1	1 (0.06%)	1 (0.08%)	00:00:00	0 (0.00%)	0.00%	100.00%	\$0.00 (0.00%)
37.	/projects/mallory-creek-drive-patching-project	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
38.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR0_kx-NVET3_-Zc9PKYOeeU0qCmgZlyMZ-FfyJ1da-zF-gFH94oGqLAr8	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
39.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR0082_H_yCTlrC_lcbnsyrfQsJ8o3lxTmiLTBU0JAG_HMb9aI0kWrzBdcE	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
40.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR012AST5dOJH93L3zvtmP3AaHuzE9d8u9u7MJWaxBwP_MOJgEVc_9C_ys	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
41.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR04qlvHRMX2coOiTRmhgbxFA2jwoCBXvY332rfae-oHWORfIY8XLP0Adv4	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
42.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR07rZNV4ahGWpBBHpy7TY_fYr4ehVVtBlalGoeOXhq27kvz4Y-vfNCEClg	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
43.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR0xCMZWoSioQYkT4Y1PiiA8GLA6m2R9zsZskuixDnHltiYwmlLI5W3T-M	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
44.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR10Opbo9UGFZ2Fv2gAgO2njGKbveSiDRr-YjppVkQ3ZjxSSpNMz8b6bKQ	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
45.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR12DMRUnmpg_41lpcWBbqbr7tcarp5ZkQZDIHd2yMe3rzMEaBa3UxKxwLw	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
46.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR194JIIYwFVFRVMkxUEn2-MjCtikZTU9sRJ-Y1vDprT3bNIZKZe9w-fpzw	1 (0.06%)	1 (0.08%)	00:00:34	1 (0.16%)	0.00%	0.00%	\$0.00 (0.00%)
47.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR194JIIYwFVFRVMkxUEn2-MjCtikZTU9sRJ-Y1vDprT3bNIZKZe9w-fpzw&page=1	1 (0.06%)	1 (0.08%)	00:00:00	0 (0.00%)	0.00%	100.00%	\$0.00 (0.00%)
48.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR194JIIYwFVFRVMkxUEn2-MjCtikZTU9sRJ-Y1vDprT3bNIZKZe9w-fpzw&page=2	1 (0.06%)	1 (0.08%)	00:00:07	0 (0.00%)	0.00%	0.00%	\$0.00 (0.00%)
49.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR1B3eT37tlFzJSU4gBRYKpFJCC_Cmjhn-yllnggUOdBAafbsFWZ3eTOyYk	1 (0.06%)	1 (0.08%)	00:00:00	1 (0.16%)	100.00%	100.00%	\$0.00 (0.00%)
50.	/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d?fbclid=IwAR1D5iP3nakJAegNPKcoGd1Fyh45L5pcDFATIh_cch6vY_jekjOk3Dw4zxM	1 (0.06%)	1 (0.08%)	00:00:11	1 (0.16%)	0.00%	0.00%	\$0.00 (0.00%)

Department News

An offer has been extended and accepted for the new Communications Specialist position. This employee will be responsible for interacting with the public via phone calls and the front desk at Town Hall while also assisting with various other department projects, including the Town website and social media platforms. The Communications Specialist is scheduled to start September 27.

Social Media Update

- Facebook Highlights (August 1 – 31, 2021)
 - Added 99 new page followers
 - Overall post reach – 17,906
 - Top post (Largest reach): “Old Fayetteville Road is looking like NEW Fayetteville Road! 🚧👷 Striping is complete and the contractor will be putting on the final touches. Thank you for your patience! <https://www.townofleland.com/projects/old-fayetteville-road-multi-use-path-stp-da-u-5534d>”
- Twitter Highlights (August 1 – 31, 2021)
 - Impressions/Reach – 11,300 (213% increase from July)
 - Received 1,666 new profile visits (61% increase from July)
 - Top tweet (Largest reach): “Some of our @LelandPolice911 officers completed their yearly firearms qualification today. They must shoot during daytime, night and low light conditions, and complete a combat course. Thanks to @WilmingtonPD for letting us use their indoor range and training facility! #LelandNC pic.twitter.com/BGGYpeGqWa”
- NextDoor Highlights (August 1 – 31, 2021)
 - Impressions/Reach – 28,813
 - Likes/Comments – 64
 - Top post (Largest reach): “Construction on Town Hall Drive starts this week, with one lane closed and flaggers directing traffic over the next several weeks. Crews will be widening the road, improving drainage, and adding new sidewalks, a crosswalk, and on-street parking. You'll still be able to access Town Hall and Founders Park, just be cautious while driving! You can learn more about our pedestrian improvements project on the Town website: <https://www.townofleland.com/projects/stp-da-pedestrian-improvements-u-5534i-j-k>”

Project Updates

- Continued website redesign process by developing internal and external surveys for feedback, discussing ADA compliance options with VC3, and researching other VC3 websites to compile a list of suggested improvements.
- Developed a plan for Leland in Lights advertisement to run in *Our State* magazine, which included creating a concept, setting up displays in Founders Park, working with a photographer to get publication quality photos, and collaborating with the *Our State* design team.
- Worked with several departments to develop public outreach strategies for various projects and initiatives. This included posting to the Town website and all social media platforms for outreach efforts with Emergency Management, Finance, Fire/Rescue, Police, Planning & Inspections, Public Services, and Parks, Recreation, and Cultural Resources.
- Selected local vendor Southern Sign Company to develop new logos for Emergency Management and Parks, Recreation, and Cultural Resources.

Press Releases/Blogs/FAQs/Media Coverage

- Town of Leland website
 - [Leland in Lights Expanding Thanks to \\$50,000 Grant](#)
 - [Leland Town Hall Operations](#)
 - [New Census Data Shows Significant Growth Continuing in Leland](#)
 - [Public Meeting Planned for Olde Waterford Way Extension](#)
 - [Construction on Brunswick Forest Roundabout Begins in September](#)
 - [Applications Needed for Housing Assistance Grant Opportunity](#)
- StarNews
 - [2020 Census: Bucking national trends, Wilmington area records double-digit growth](#)
- WWAY
 - [Construction underway for Leland Fire/Rescue's new fire station to help reduce emergency response time](#)
 - [Leland Cultural Arts Center showcases classes for kids and adults at its annual open house](#)

- WECT
 - [Leland aims to clear clogged creeks to prevent flooding](#)
 - [Technology firm expands, relocates to new facility in Leland](#)
 - [Leland approves measure to request Cape Fear Memorial Bridge replacement be added to state improvement plan](#)
- Greater Wilmington Business Journal
 - [Life Sciences Firm Moving To New \\$10M Facility In Leland](#)

TDA Marketing

- Coordinated photo shoot and submitted design materials for Leland in Lights advertisement to run in *Our State* magazine's November issue.

TDA Meeting Summary

The TDA did not meet in August. The next scheduled meeting will be held on September 15 at 4 p.m. in Town Hall.

Department News

Mr. Sandy is investing a great deal of effort into assessing the current technology environments and starting to develop an enterprise strategic plan for the Town.

Major Work Priorities

- Mitigation of Security Concerns – Continuing education and technology aides to support the safe use of electronic devices within and outside of the Town network.
- SharePoint Collaboration – Pilot training has been completed and a plan to succeed is being documented for all Town employees to be able to participate and appreciate the investment in SharePoint.
- 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.
- IT Implementation Planning – Scoping Town’s approach to technology implementation with new and retro construction coming.

Projects Completed

- Completed 6 new employee onboards.
- Addressed performance concerns about VOA.
- Shut down old accounting system and sent to cold storage to reduce security footprint and cost.

Department News

The Finance Department is hard at work on the FY20-21 audit. The next scheduled audit meeting is September 23 with Thompson, Price, Scott, Adams, & Co. Ms. Meadows virtually attended Introduction to Government Finance through the School of Government at UNC. Ms. Hagg has virtually attended several webinars on spending ARP funds and is awaiting the final rule from the Treasury on spending guidelines.

Grant News – August 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).
- Coronavirus Response and Recovery Supplemental Appropriations Act (CRRSAA) 2021 through WMPO – Pedestrian crossing at US Highway 17 and Olde Waterford Way/Ploof Road, \$697,857.88 (no match).
- AED Superstore – Automated External Defibrillator (AED) unit(s) valued at \$2,000 (no match).
- Firefighter’s Charitable Foundation - Automated External Defibrillator (AED) unit(s), 4 units requested valued at \$12,000 (no match).

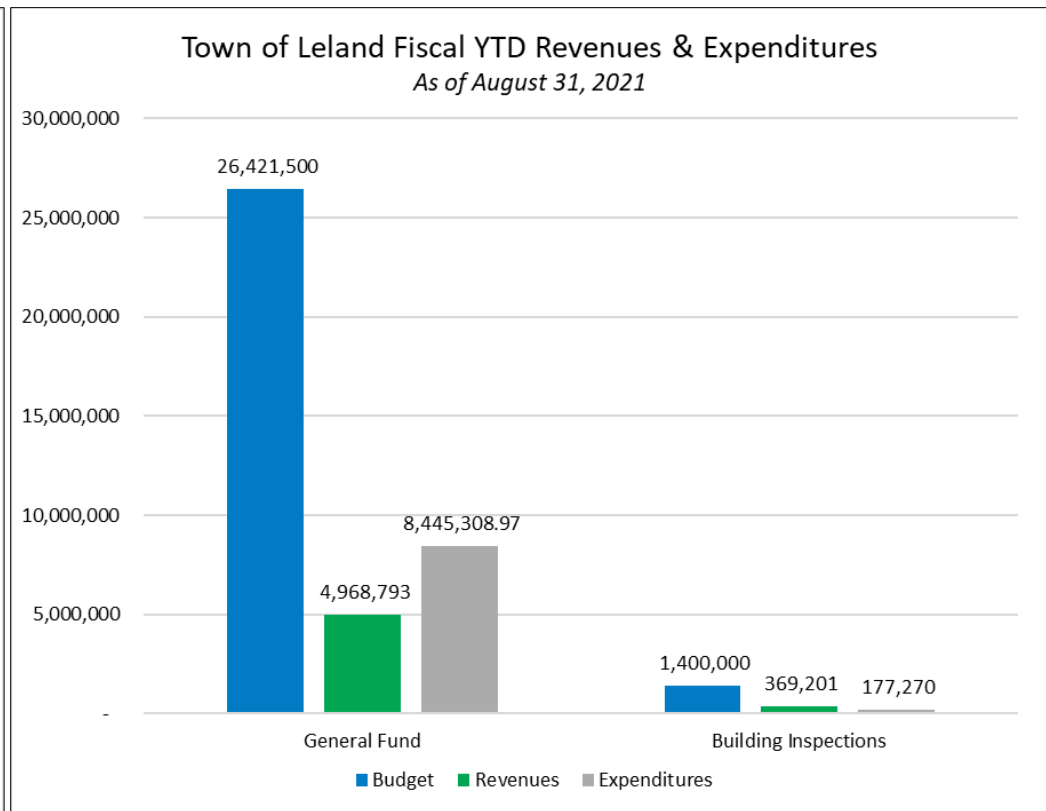
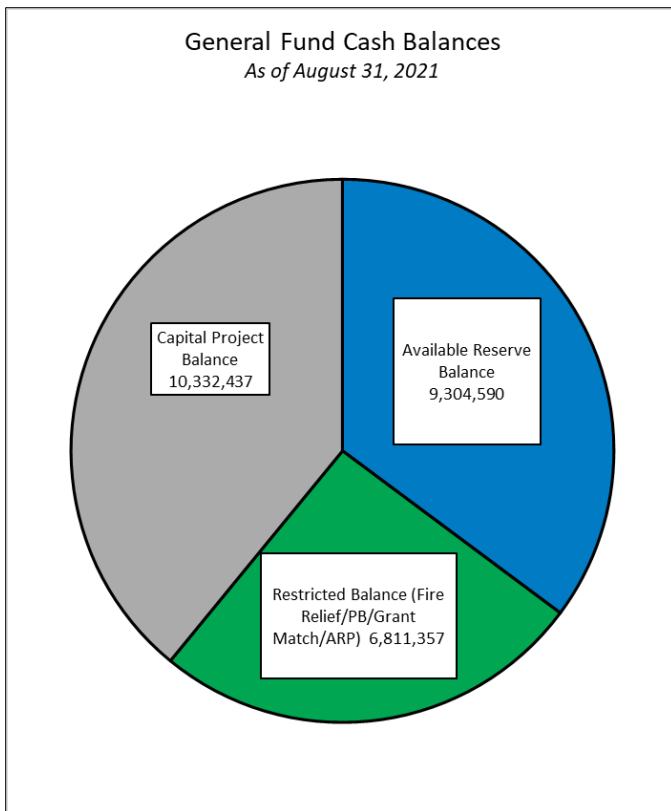
Grants Awarded

- Wal-Mart Community Grant – Public Safety funding, \$5,000 (no match). **Applied for and awarded August 2021.*

Grants Not Awarded

- N/A

Dashboard

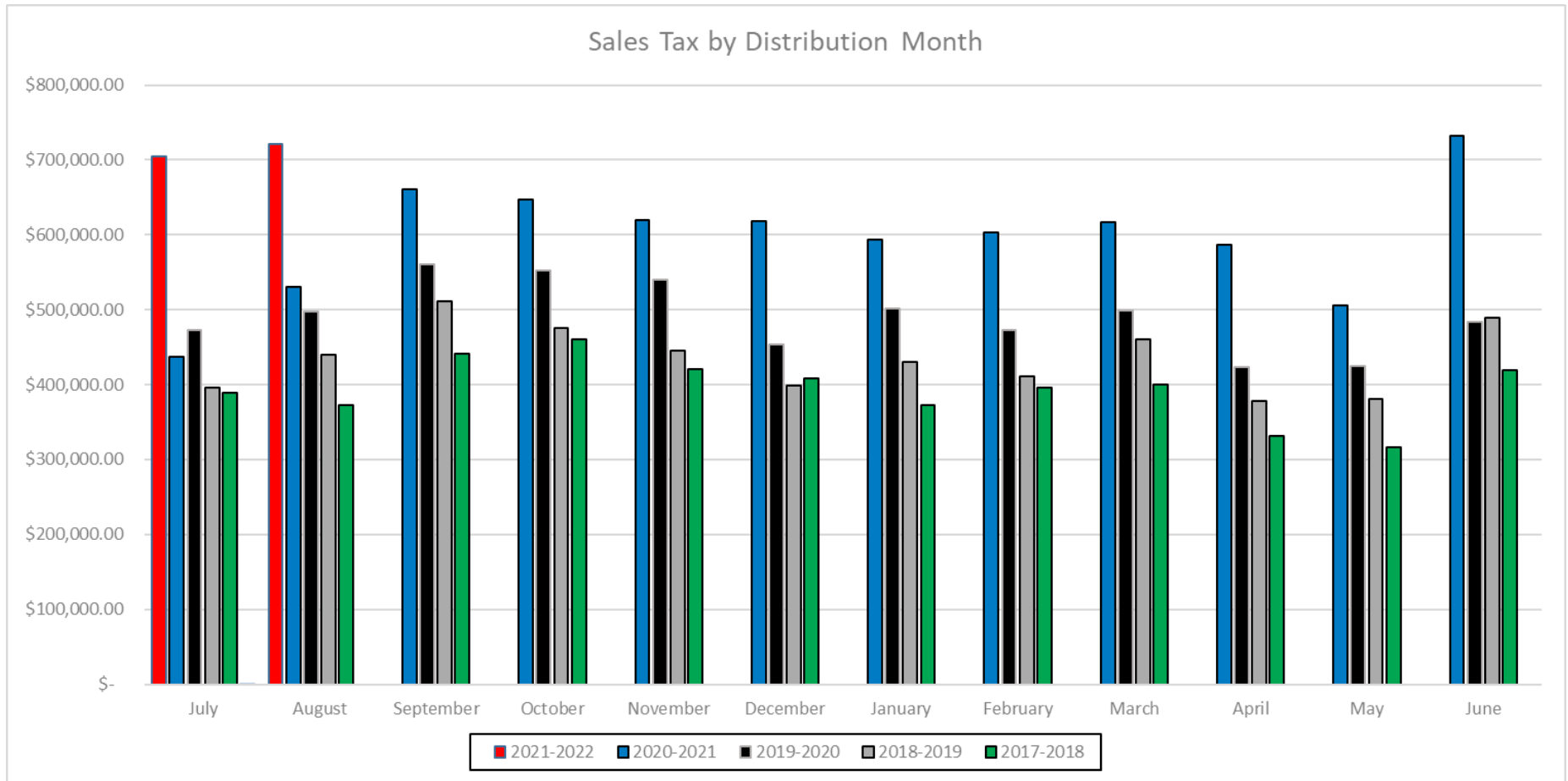


Financial Budget to Actual Report – August 31, 2021

GENERAL FUND							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	25,180,000	26,421,500	1,470,581	4,968,793	-	21,452,707	81.19%
Governing Body	230,000	230,000	9,836	41,857	41,627	146,516	63.70%
Administration	1,430,000	1,430,000	76,409	362,098	110,803	957,099	66.93%
Information Technology	1,235,000	1,247,000	140,880	245,426	182,062	819,513	65.72%
Human Resources	350,000	350,000	24,204	50,028	10,989	288,983	82.57%
Finance	600,000	600,000	41,241	86,518	16,544	496,938	82.82%
Planning	655,000	726,000	50,672	115,738	69,255	541,007	74.52%
Economic Development	110,000	110,000	6,484	16,846	250	92,904	84.46%
P&R & Cultural Arts	1,170,000	1,170,000	87,777	162,851	83,212	923,938	78.97%
Grounds & Facilities	1,685,000	1,685,000	87,618	173,067	356,425	1,155,508	68.58%
Public Services	2,265,000	2,288,500	186,649	359,029	374,283	1,555,188	67.96%
Police	4,920,000	4,960,000	305,898	702,630	400,548	3,856,822	77.76%
Emergency Management	215,000	215,000	9,989	24,333	1,162	189,506	88.14%
Fire	6,025,000	6,120,000	336,243	2,136,939	215,053	3,768,008	61.57%
Debt Services	2,046,000	2,046,000	145,080	903,948	-	1,142,052	55.82%
Transfers	2,244,000	3,244,000	-	3,064,000	-	180,000	5.55%
EXPENSES	25,180,000	26,421,500	1,508,981	8,445,309	1,862,211	16,113,980	60.99%
BUILDING INSPECTIONS							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	1,400,000	1,400,000	145,796	369,201	-	(1,030,799)	73.63%
EXPENSES	1,400,000	1,400,000	79,759	177,270	17,997	(1,204,733)	86.05%

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: James River Equipment; Price: \$62,684.90; Description: Skid Steer

Vendor: W & M Truck Clinic Inc; Price: \$56,735.00; Description: Utility Truck

Intradepartmental and Interdepartmental Budget Transfers

There were no transfers in August 2021.

Audit Committee Meeting Summary

The Audit Committee did not meet in August 2021.

Department News

Preparations are underway for the Employee Appreciation Event on September 24. Staff will begin holding department focus groups to check in with employees on several topics that may be affecting them. Open Enrollment runs from October 11 to October 29. An employee survey was distributed to all staff to obtain feedback regarding staff holiday events.

Workers Comp Data

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

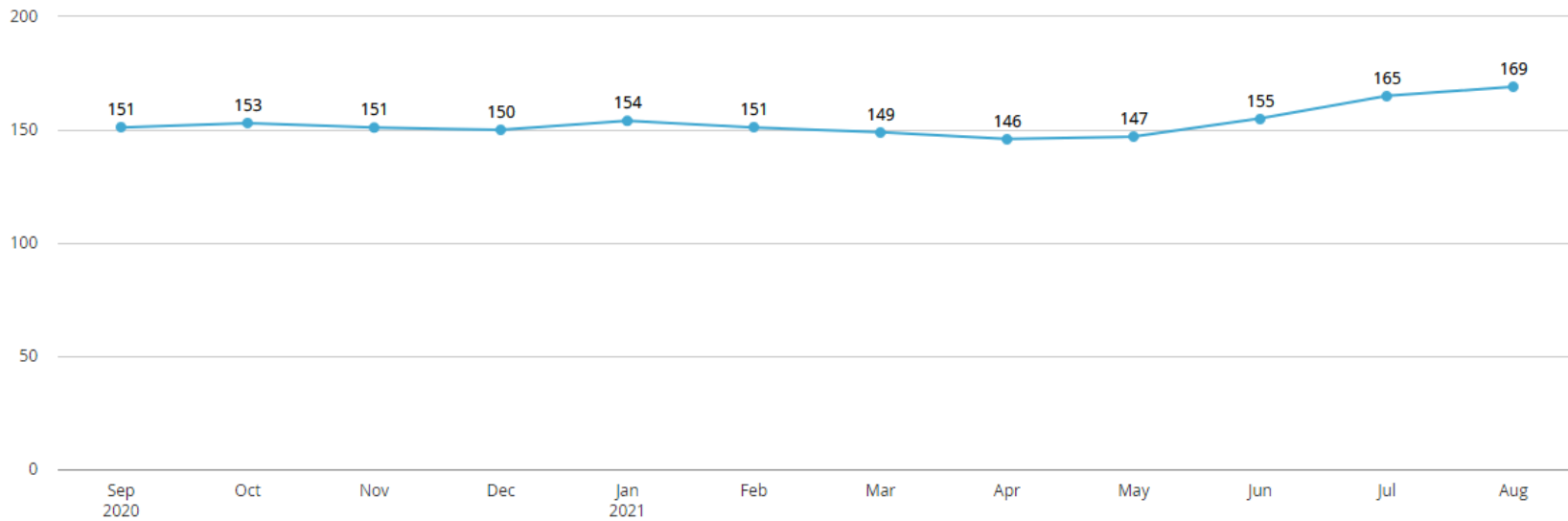
Personnel Updates

Name of Employee	Department	Type of Change	Date of Change	Position Title	From Position	To Position
Madison Ferrell	Operation Services	New Hire	8/2/2021	Grounds Maintenance Technician		
Chris Manning	Operation Services	New Hire	8/9/2021	Grounds Maintenance Technician		
Andrew Taylor	Police Department	New Hire	8/16/2021	Police Officer		
John Gemmell	Building Inspection	Resignation	8/19/2021	Building Inspector II		
Joseph Vetter	Building Inspection	New Hire	8/30/2021	Building Inspector II		
Mark Mabry	Operation Services	Retirement	8/31/2021	Grounds Maintenance Technician		

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

Active Employees Trends

Close



Headcount ⓘ 169 As of August 2021	Hired ⓘ 43	Termed ⓘ 25	Growth Rate ⓘ 14.2%	Turnover Rate ⓘ 16.3%	Average Tenure ⓘ 3.5 (Years)
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Turnover Data September 2020-August 2021

Turnover Rate ⓘ

16.3%

Annualized Rate ⓘ

16.3%

Terminations ⓘ

25

Average Employees ⓘ

153.4

Turnover data includes the departure of 7 employees with the Utility transfer to H2GO

Department News

Chief Shirley, Captain Humphries, and Captain Spence attended FEMA Field Force Command for Executives in New Hanover County. This 8-hour course is designed to prepare the management-level responder to serve as a member of an incident management team during a civil action or disorder. Topics of instruction included incident management, incorporating planning considerations, and other responsibilities, including the ability to develop a local Incident Action Plan (IAP) of such events.

Captain Spence and Master Officer Carter attended First Line Supervision Training at the NC Justice Academy in Salemburg. This 40-hour course teaches the experienced officer how to effectively supervise personnel and give them the basic concepts of management and employee relations within a law enforcement agency.

Lieutenants Almond, Hall, and Warren attended the Use of Force Seminar held at Wake Technical Community College.

Assistant Town Manager Missy Rhodes and Communications Manager Jessica Jewell observed and participated in the department's In-Service Firearms Qualification Course that was held at the Wilmington Police Department.

The department welcomed a new hire, Andrew Taylor. Officer Taylor was sworn in on August 30, 2021 and has begun field training.

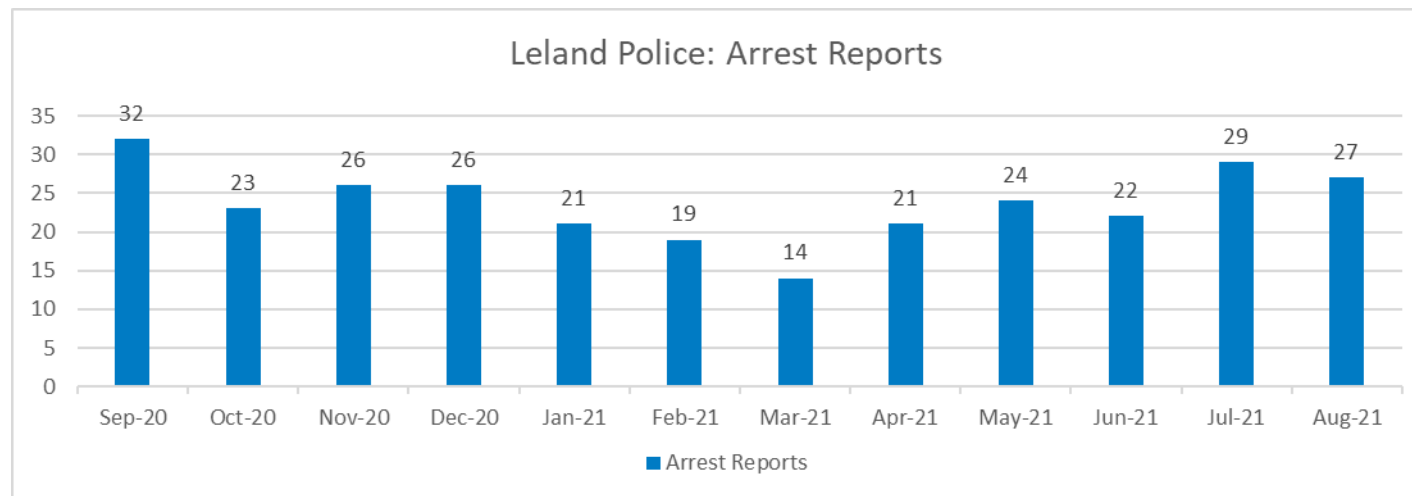
Senior Officer Glen Payne attended Warrantless Searches at Cape Fear Community College. This 16-hour course discusses law enforcement's authority to search and seize without a warrant, while providing in-depth discussions of the Fourth Amendment and the federal and North Carolina case law defining the parameters of the major exceptions to the warrant requirement.

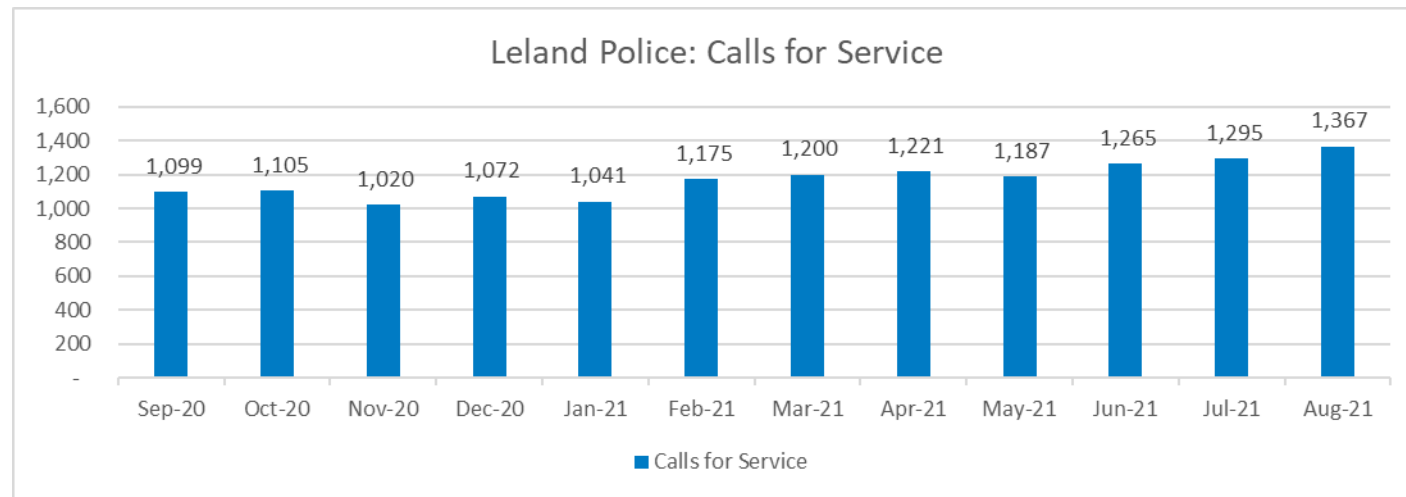
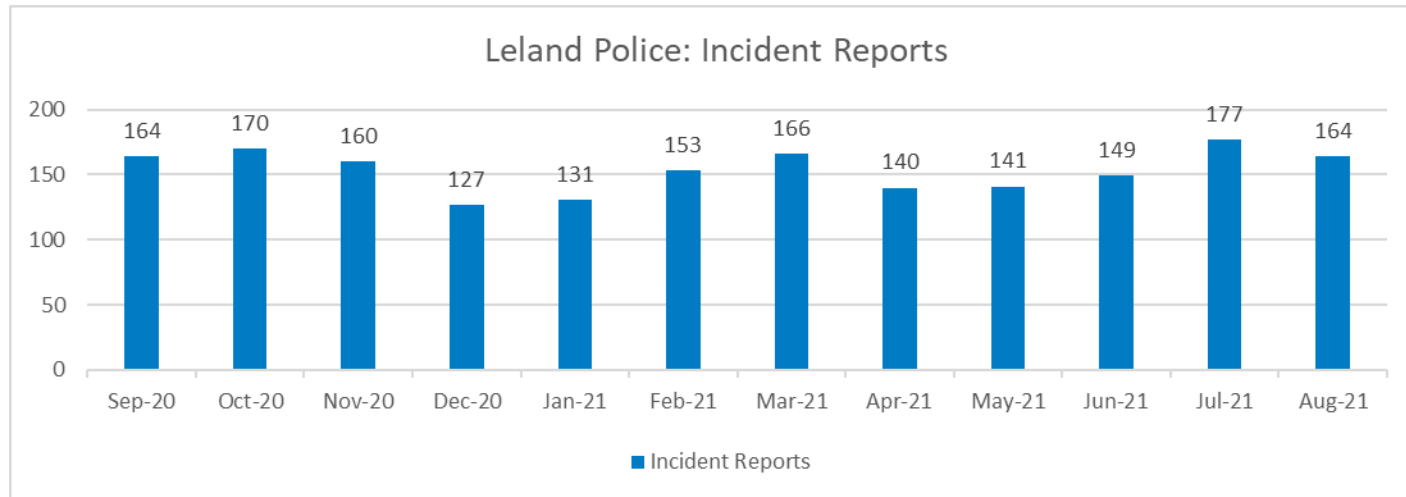
Mid-month, a member of the department transferred to the U.S. Marshal Fugitive Task Force. During their short time there, they have opened two cases as lead agent, been assigned lead in five cases, and assisted in 18 fugitive apprehensions.

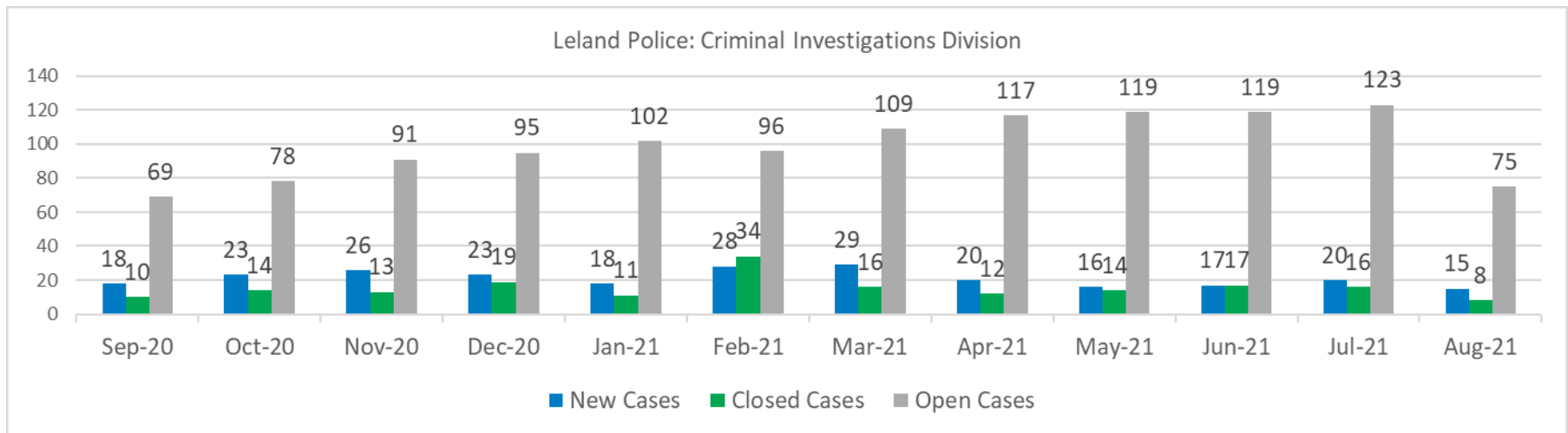
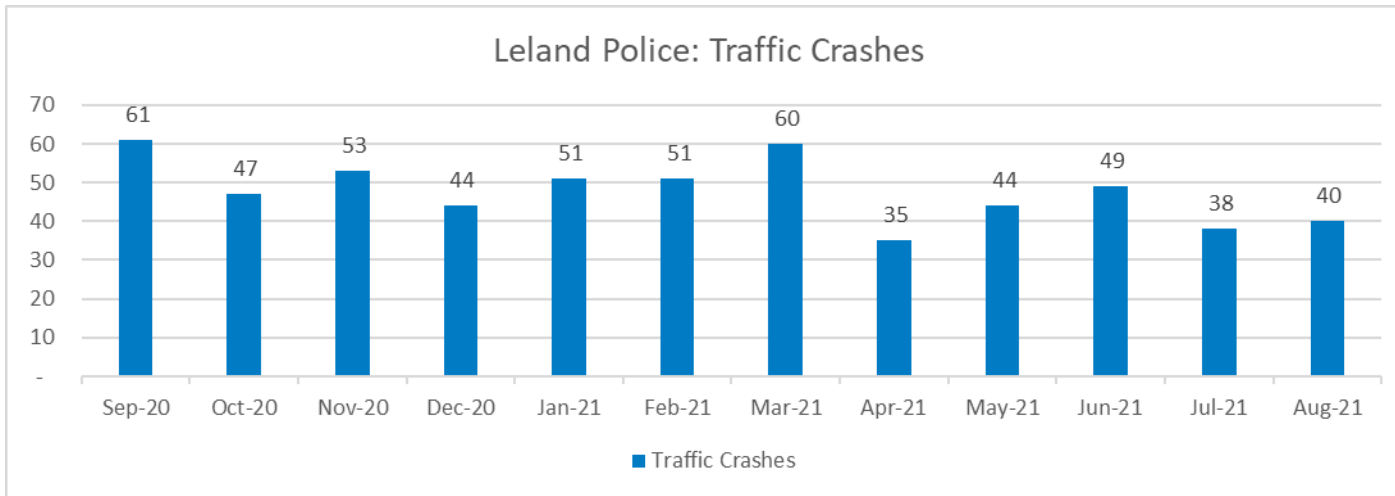
The Drug Enforcement Administration Task Force assigned agent has acquired two informants and has opened a local case which the DEA has adopted.

Dashboard

Animal Services Report							
	Complaints	Cats Picked up	Dogs Picked up	Transported	Traps	Citations	Bites
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
Aug-21	51	2	2	4	3	1	7
Totals	511	59	48	107	60	13	37







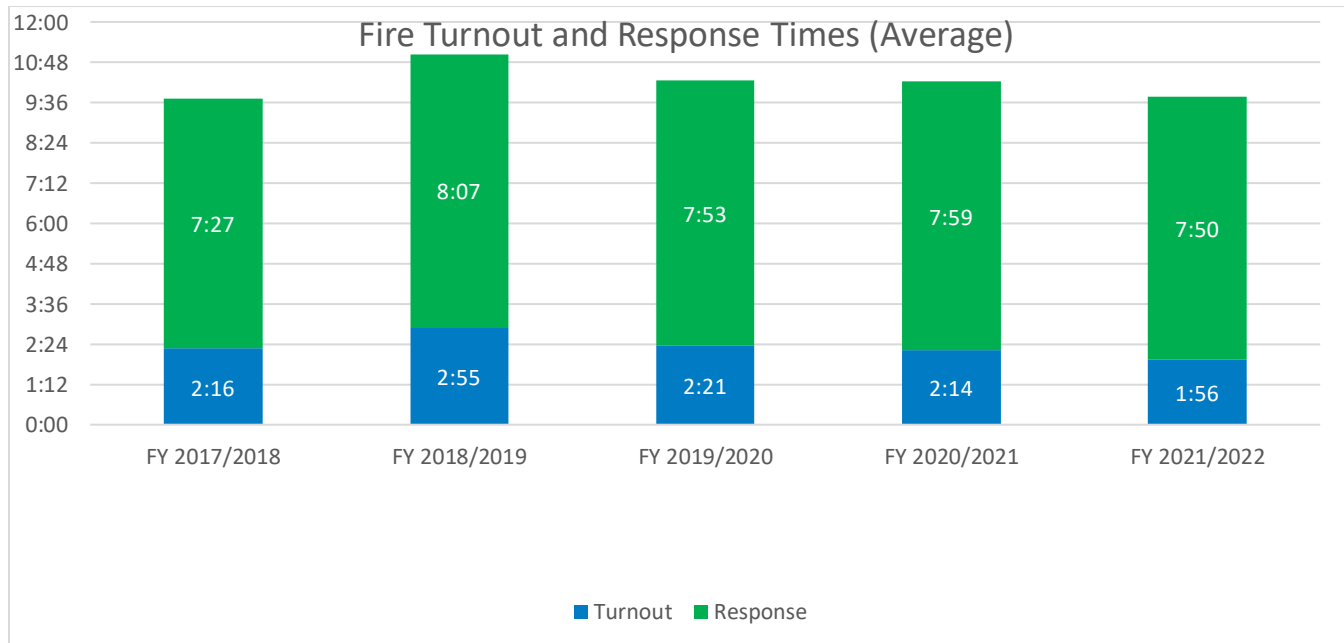
Department News

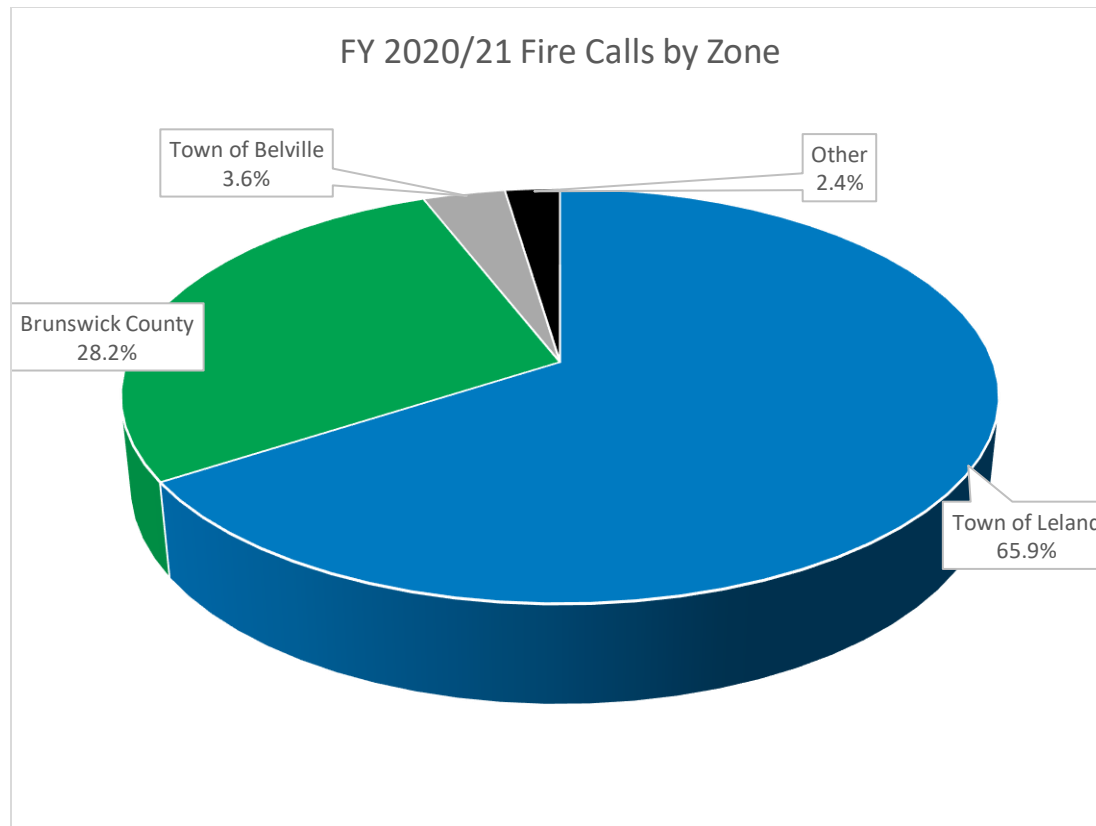
Good progress is being made on the construction of Fire Station 53 on Old Lanvale Road. Design plans are being finalized on the new Fire Station 51, which will be located at the Municipal Operations Center on Hwy 74/76. The department is sending personnel to conduct a pre-construction design visit with the manufacturer who will be building the new ladder truck. During this visit, those personnel will conduct a final inspection of the second new engine (Engine 51) that is in final construction stages and is expected to arrive in October.

During August, Officers, Captains, and Chief Officers completed the second half of a 10-week Leadership/Management Officer Development program that included instruction in areas such as ethics, thinking comprehensively, communications, coaching, and mentoring.

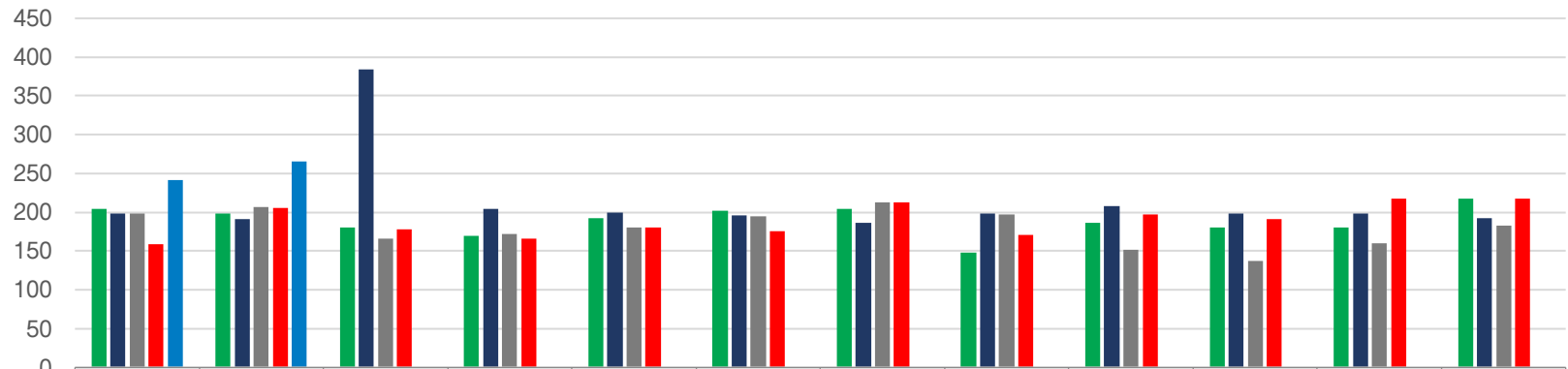
Calls for service continue to increase. In August of last fiscal year, the department responded to 206 calls compared to 265 calls this fiscal year. This amounted to a 23% increase.

Dashboard





Fire Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY 2017/2018	204	198	180	170	193	202	204	148	186	180	180	217
FY 2018/2019	198	191	384	204	200	196	186	199	208	199	198	192
FY 2019/2020	198	207	166	172	180	195	213	197	152	137	160	183
FY 2020/2021	159	206	178	166	180	176	213	171	197	191	217	217
FY 2021/2022	242	265										

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

Department News

All departments within the Town participated in our first hurricane exercise as a Team. Each department received different weather reports and critical incidents throughout the week in preparation for landfall and recovery from fictitious Category 3 “Hurricane Beth.” Departments went through their playbooks and exercised their preparation, response, and recovery from a storm, then identified areas of improvement. Mr. Grimes will be creating an After-Action Report (AAR) to summarize the actions and suggestions for improvement.

Mr. Grimes completed an All-Hazards Communication Unit Leader Class with the NC Department of Emergency Management and training in the use of Military Resources in Emergency Management.

Work Priorities

- Staff continues reviewing a draft of the Debris Management Plan.
- Creation of an After-Action Report for the hurricane exercise.
- Continue working with FEMA and NCEM to close out Hurricanes Florence and Dorian Public Assistance Projects.
- Implementation of CodeRed Software.

Projects Completed

- Rolled out Government Emergency Telecommunications Service (GETS) and Wireless Priority Service (WPS) to Department Heads.

Significant Purchases

- No significant purchases in August.

Department News

Staff has engaged an engineering firm and is working to finalize the scope of work to master plan Loblolly Park.

Staff is continuing to work with McGill and Associates for civil engineering services related to site development for Founders Park. An RFQ for specific site amenities will be ready to submit in September.

Parks and Recreation Board Summary

The next meeting will be held September 29, 2021.

Event/Program Attendance Reports

Event/Program	Date	Event/Program Fee (R/NR)	Attendance	Gross Sales	Contracted Costs	Net Sales	Overhead Costs	Profit/Loss
Kayak Adventure: Masonboro Island	08/24/21	\$45	9	\$405.00	\$250.25	\$154.75	\$76.84	\$77.91
Open House	08/28/21	\$0	200	\$0.00	\$0.00	\$0.00	\$247.29	(\$247.29)

Upcoming Events

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

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

October 2, 2021 – Movies in the Park: Raya and the Last Dragon

October 7, 2021 – Live at the Park: Ace Party Band

October 16, 2021 – Movies in the Park: Hocus Pocus

Parks, Recreation, and Cultural Resources Updates

The annual Parks, Recreation, and Cultural Resources Open House took place at the Leland Cultural Arts Center (LCAC) on August 28, 2021. The event provided an opportunity for the community to meet instructors and learn about programs, and included kids' crafts, demonstrations, and registration discounts. The fall schedule begins in September with more than 60 programs running in the first session.

The fall also brings an exciting lineup of special events at both Founders Park and the LCAC. Movies in the Park and Live at the Park Concerts return in September and October. Halloween events include Trunk-or-Treat for families and the LCAC Boo Ball costume party for adults. In November, a brand-new community event, Leland Homecoming at Founders Park, will feature live music, food trucks, and games.

Grounds/Facilities Updates

Work Priorities

- Complete garage door repair at Village Road Fire Station.
- Install power to the gable fans and garage door openers at the MOC.
- Repair play structure at Westgate Park.
- Repair the humidity issues (Salt Air) at Westport Fire Station.
- Repair the well house at the Perry Avenue recycling area.
- Repair wood benches at Cypress Cove Park.

Projects Completed

- Completed 10-year inspection and repairs (BFPE) at Westport Fire Station.
- Repaired inside HVAC unit (Salt Air) in the Deputy Clerk's office.
- Completed preventative maintenance on HVAC units at fire stations, LCAC, and the MOC.
- Installed new thermostats at Westport Fire Station.
- Removed dead trees from Town Hall (Police side).
- Installed power to the work areas inside the MOC warehouse.

Significant Purchases

- Mosca Design 26-foot programmable LED tree with a 3-D snowburst tree topper

Department News

Joe Vetter joined the department in August as Building Inspector III. Mr. Vetter has extensive history as a building inspector with a concentration in plumbing code enforcement.

Eric Heunemann completed the Fire Prevention Level III course and is now preparing to take the exam to obtain his Standard Fire Level III Certification, which is the highest level attainable in this trade area.

Daniel Knoch, Leland's Chief Building Official, has worked with Cape Fear Community College to get credentialed as an instructor for continuing education classes for building inspectors. Most continuing education offerings for inspectors are in other parts of the state, so Mr. Knoch's classes will benefit inspectors in the area by offering more local classes. Mr. Knoch will have one class in September and one class in October.

Brandon Eaton obtained two certifications through the International Code Council (ICC) including ICC Certified Property Maintenance and Housing Inspector and an ICC Certified Zoning Inspector. With these two certifications combined, Mr. Eaton is now able to apply for the AACE CCEO (Certified Code Enforcement Officer) exam.

Planning Board Meeting Summary

The Planning Board met on August 24, 2021 and heard the following items:

1. Initial Zoning Recommendation – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 1.3-acre area located on Church Road off Old Fayetteville Road proposed for voluntary annexation into the Town.
2. Initial Zoning Recommendation – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 47.28- acre area located off NC Highway 133 near Mallory Creek Plantation proposed for voluntary annexation into the Town.
3. Initial Zoning Recommendation – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 29.09-acre area located on Goodman Road proposed for voluntary annexation into the Town.
4. Initial Zoning Recommendation – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 13.77 area located on Springstone Drive near Hearthstone proposed for voluntary annexation into the Town.
5. Initial Zoning Recommendation – The Planning Board voted to recommend initial zoning of R-6 Medium Density Residential zoning district for a 94.23-acre area located on Old Fayetteville Road proposed for voluntary annexation into the Town.
6. Preliminary Subdivision Plat for Grayson Park Phase 3 – The Planning Board heard a request for a subdivision plat for 284 single family lots off Old Town Creek Road. The Planning Board voted to table the item to allow the applicant and staff to work on concerns about ingress and egress to the proposed subdivision.

The Planning Board's next meeting is scheduled for September 28, 2021 at 6 p.m.

Board of Adjustment Meeting Summary

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

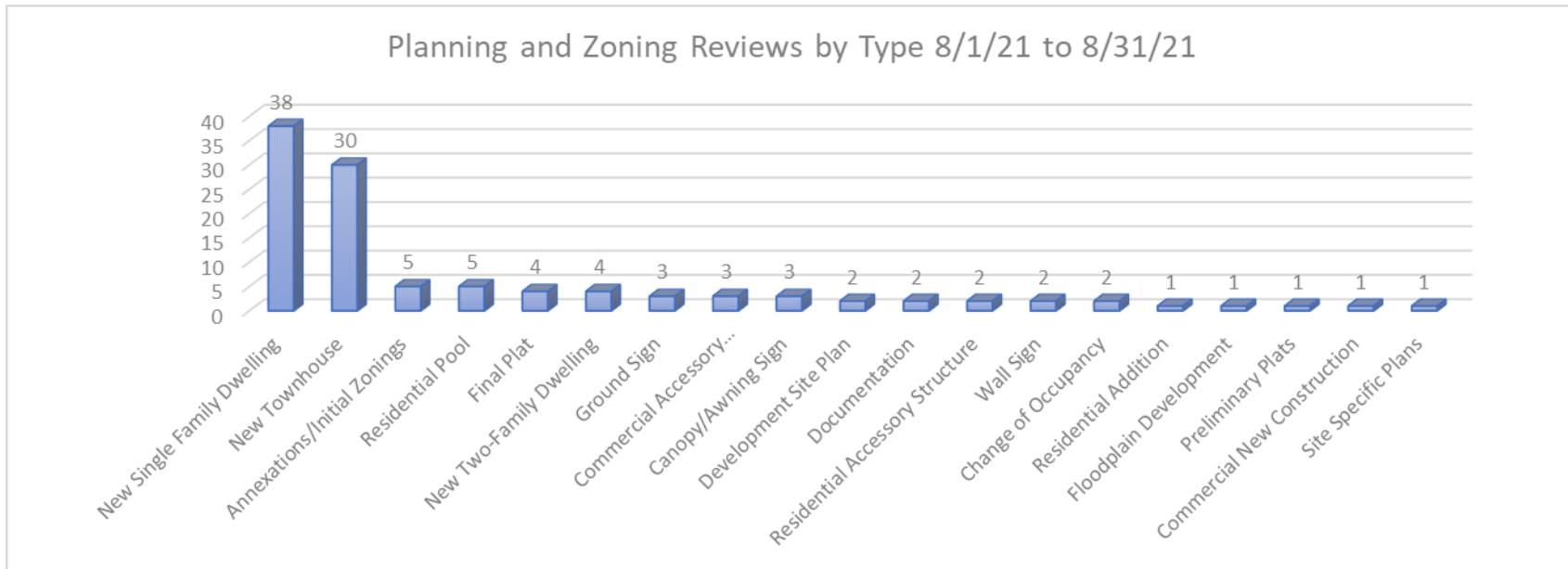
Current Planning Update

TRC Report

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

1. Development Site Plan for Wilmington Eye – Proposal for two-story 37,800 sq. ft. medical office building on East Cutlar Crossing near Wendy's in the Brunswick Forest Commercial Village.
2. Development Site Plan for Burger King – Proposal for 3,099 sq. ft. fast food restaurant with drive through at 1101 New Pointe Boulevard.
3. Development Site Plan for Carolina Shores Car Wash – Proposal for drive through car wash with vacuum bays near Chick-fil-A on Leland Town Center Drive.

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	\$0.00
Grayson Park			
Cash Bonds	3	\$50,860.15	\$0.00
Surety Bonds	3	\$125,350.00	\$0.00
Ibis Landing			
Surety Bonds	1	\$241,656.88	\$0.00
Lanvale Forest			
Cash Bonds	1	\$18,285.31	\$0.00
Leland Corners			
Surety Bonds	1	\$181,343.75	\$0.00
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	\$0.00
Total Cash Bonds	14	\$2,420,635.34	\$0.00
Total Surety Bonds	9	\$1,009,591.83	\$0.00
Total Performance Guarantee Sureties	42	\$4,383,970.69	\$0.00

Long Range Planning Update



The Leland 2045 plan continues to come together with the 60% draft completed in August. Staff and Design Workshop are working towards several milestones in September:

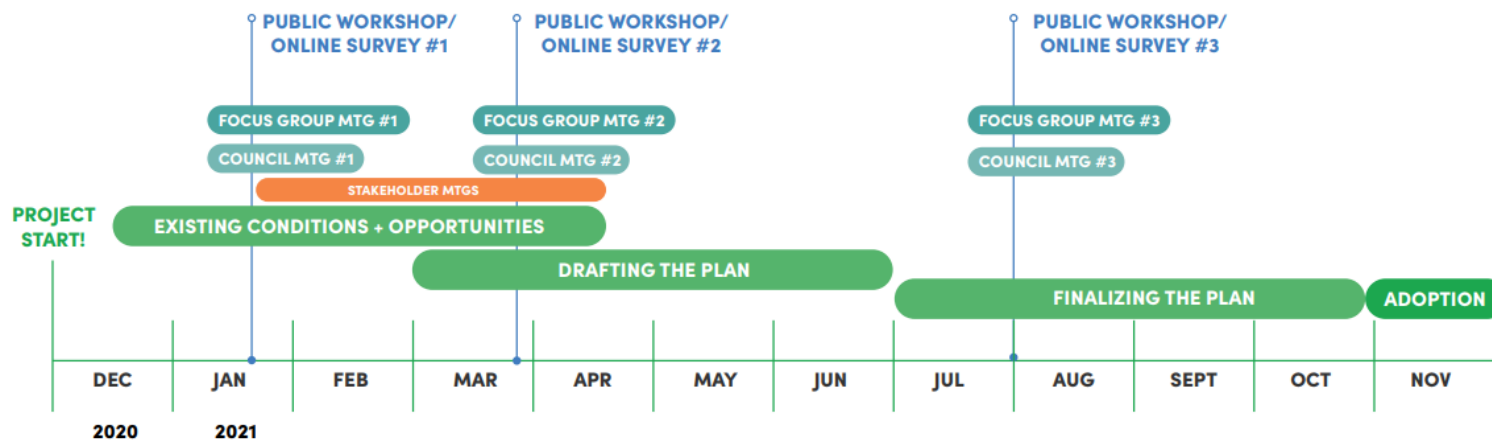
September 13: Project Update to Town Council – Town staff will present a brief update on the project progress and next steps to Town Council at the Council Agenda Meeting.

September 20: Leland 2045 Focus Group Meeting – Staff will host the Focus Group to present for comment and feedback the project themes and goals, future land use framework, community types, and geographic focal areas.

September 28: Presentation to Planning Board – Design Workshop staff will present for comment and feedback the project themes and goals, future land use framework, community types, and geographic focal areas. At this time, the 90% plan draft is expected to be completed and will be distributed to the Planning Board, Town Council, Focus Group, internal and external stakeholders, and the public. Comments on the 90% draft will be accepted through October 15.

September 29: Community Meeting – A community meeting will be held from 6 to 7 p.m. on Wednesday, September 29 in the Cape Fear Room at Leland Town Hall. The meeting will be “drop in” style and attendees are welcome to come review displays that overview the plan’s themes, goals, vision statement, future land use framework, community types, and geographic focal areas.

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 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.

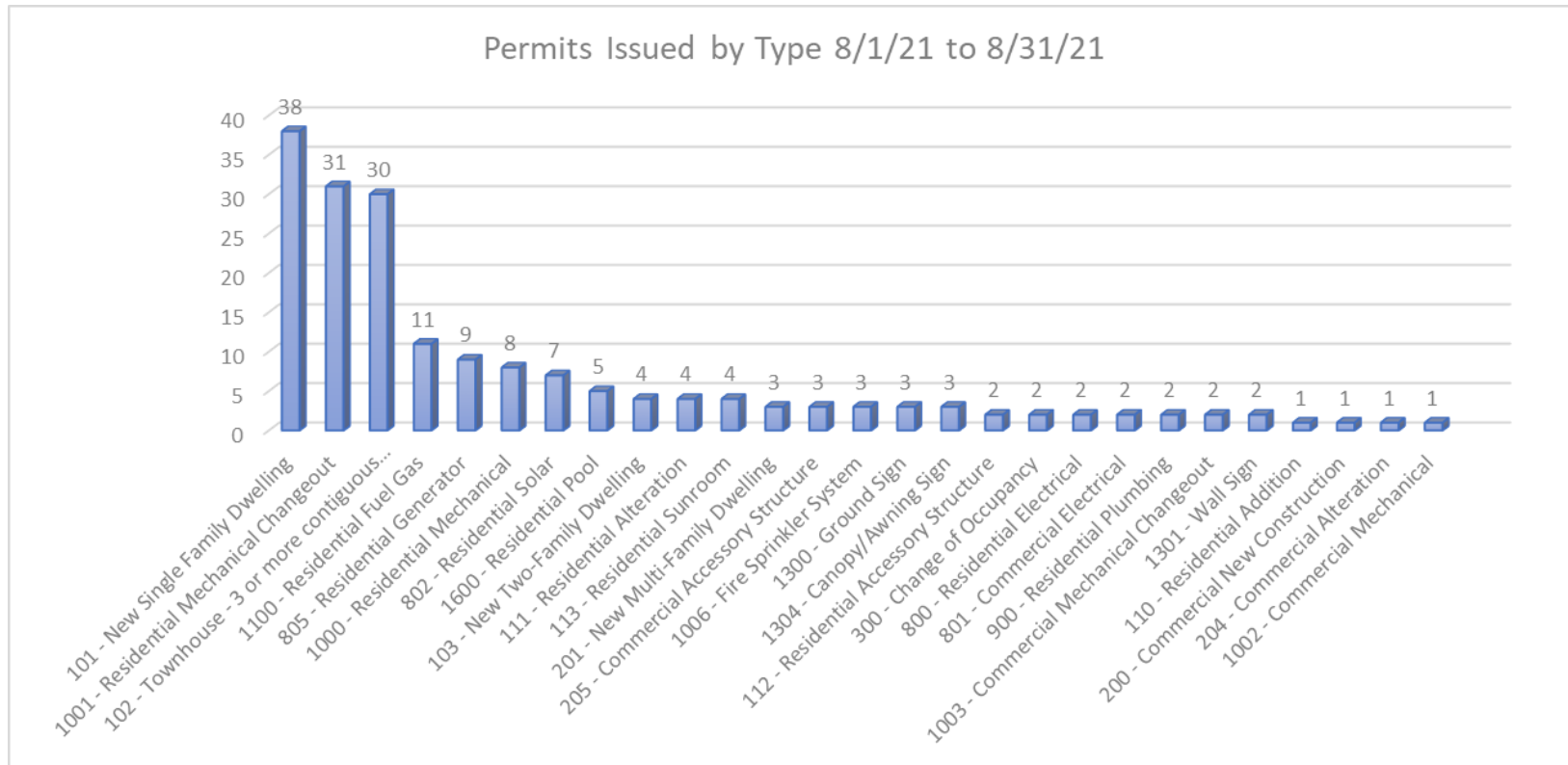
In August, staff applied for funding from the Coronavirus Response and Recovery Supplemental Appropriations Act (CRRSAA), administered by the WMPO. The application is for \$687,857.88 for the construction of an at-grade pedestrian crossing at the intersection of US Highway 17 and Ploof Road/Olde Waterford Way, in addition to approximately 300’ of sidewalk adjacent to Olde Waterford Way to connect the proposed pedestrian crossing to the existing sidewalk network in the Waterford commercial and residential areas. A decision on the funding application is anticipated in October.

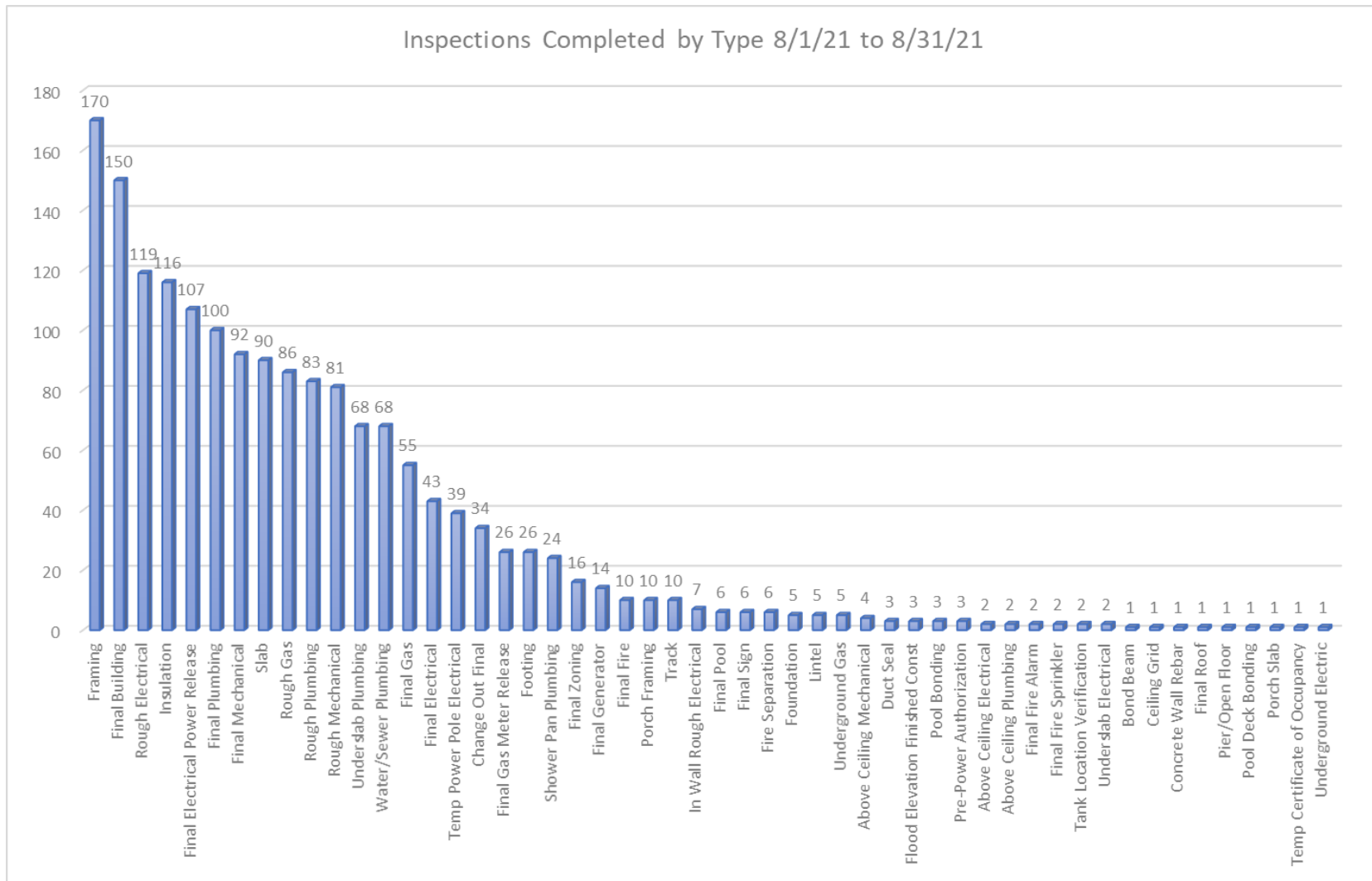
GIS Update

Planning and Public Services staff are coordinating to create an online interactive map to help area residents learn who maintains streets in their neighborhoods. Street maintenance can be the responsibility of Leland, NCDOT, or a private homeowners association or other private entity, depending on the street type and whether it has been accepted for public maintenance. This new resource will provide valuable information to residents so they can know who to contact about street maintenance issues.

Building Permitting and Inspections Update

Total Permits Issued	Total Inspections	Total Value of Construction
184	1,877	\$20,100,257





Code Enforcement Update

	Minimum Housing	Environmental	Stormwater	Zoning	Vehicle	Total
Cases Opened	1	35	0	20	2	58
Cases Closed	1	16	0	9	2	28
Active Cases	5	32	0	20	0	57

Public Services Department Updates

GIS Intern Russell Isobe completed his internship on August 11. He will be returning to UNCW to complete his undergraduate program and has expressed interest in returning as a GIS Intern in 2022.

Streets Updates

Work Priorities

- Staff is manning the vegetative debris site during operating hours, assisting the public, and collecting vouchers. In August, four citizens purchased 25 vouchers, and eight citizens delivered 12 loads of debris for the month.
- Karl Keefe and Tim Hall, Street Maintenance Technicians, passed the NC Pesticide Applicator Public Health Pest Control License exam in August and will be receiving their licenses in September. This allows both employees to perform vector control duties throughout the Town.
- Seven (7) staff members are currently attending the OSHA 30 – Construction certification course. This course will be completed by the middle of September.
- Staff completed repairing sinkholes located within the roadway. These sinkholes occur when there is a breach in the drainage structure. This breach causes a void to form either under the asphalt or in the grass, eventually causing a small hole to form in the vicinity of the structure. Sinkhole repair includes repairing the drainage structure as well as the roadway. Some of the areas completed were within Mallory Creek, Brunswick Forest, and areas north of Village Road.
- Staff is concentrating on cleaning out ditches in several neighborhoods. The Ricefield Branch neighborhood has been completed and crews are now working in the Fairview Road neighborhood.
- Staff is in the process of gathering quotes for several sidewalk extension projects, including Westport Drive, Greensview Drive, Fennel Creek Drive, and N. Palm Drive. These are areas in which existing sidewalk segments within the right-of-way have not been connected. This work will also include updating an intersection in Magnolia Greens that is not ADA compliant.
- Staff is in the process of gathering quotes for three storm drain repairs that are too large in scope to be completed in-house. The project areas are in Mallory Creek, Magnolia Greens, and Brunswick Forest.

Initiatives

- 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 fall.

- 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 in September. Roads under review include Graham Drive, Breman Lane, and John Sneed Lane.
- Staff is working on the annual NPDES Phase 2 Stormwater Permit report. The draft report is under review and must be submitted to NCDEQ in October.
- Staff is in the process of updating the Vector Control and Pesticide Application Standard Operating Procedure as well as the Pesticide Discharge Management Plan, both of which are anticipated to be updated by the end of October.
- NC Resilient Communities Grant work continued in August, with the public meeting being held on August 25.

Project Notes

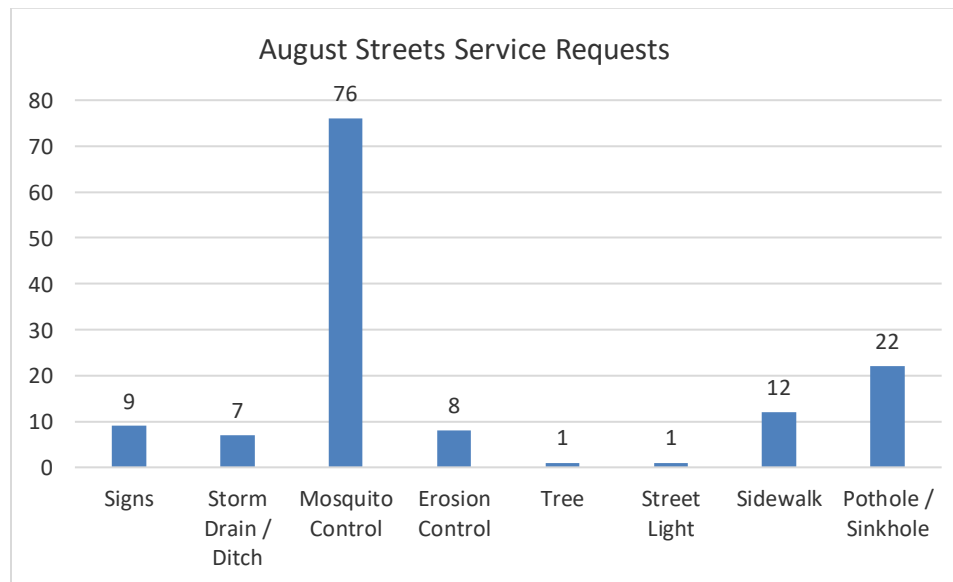
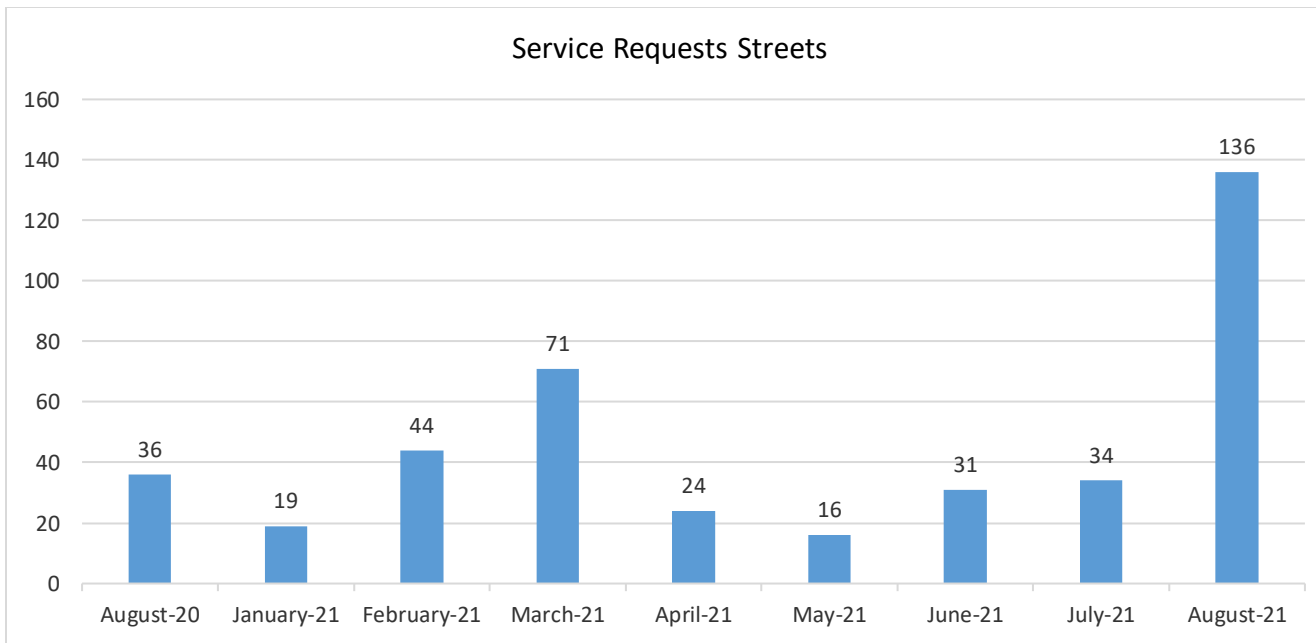
- Construction will be starting on the Brunswick Forest Parkway and Low County Boulevard intersection improvement project in September, which includes restriping Brunswick Forest Parkway and Low County Boulevard. C. M. Mitchell Construction Company, Inc. is the contractor for this project, which is scheduled to be completed in September.
- Staff continues to work on the Olde Waterford Way roadway extension project, conducting a public meeting for this project on August 31 which was attended by 45 citizens. Design is ongoing with 90% plans anticipated in September. 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 finalized the purchase orders for the skid steer and plate tamper in August. Delivery of the skid steer is anticipated in October or November.

Work Order Summary

- Streets received 136 work orders in August, with most of them being vector control related (76).
- Streets completed 49 work orders in August, with an approximate expense of \$27,500 in labor, equipment, and materials to complete these work orders.



Department News

Staff has continued 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 to be named **Leland Corners**. 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 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

- **Cygnus Technologies** announced that it will move into a new 45,000 square-foot facility under development by Wilmington-based CIGG LLC at Waterford Commercial Village. The two-story building will be located next to the **Tru by Hilton** hotel on the extension of Olde Waterford Way and will house 50 existing Cygnus employees with room for up to 150 employees that could be hired over the next five years. Cygnus presently operates out of a 20,000 square-foot facility in Southport. The company manufactures, assembles, and distributes kits that allow pharmaceutical and biotech companies to detect and identify host cell impurities in biotherapeutics, a major step in regulatory approval and quality control.

New Construction/Development

- **SAMM Properties** has announced plans to construct two 36,000 square-foot Class-A office and retail buildings in the Waterford Commercial Village in front of the **Tru by Hilton** hotel. Currently in the design and planning phase, SAMM Properties anticipates breaking ground on this project in the first quarter of 2022. SAMM Properties has developed many office and retail projects in Wilmington including the series of buildings that makes up **The Offices at Mayfaire**, **The Offices at Airlie** on Military Cutoff Road, and most recently, **Bradley Creek Station** on Oleander Drive.
- The Town has received a development site plan application from **Carolina Shores Car Wash**. **Carolina Shores** plans to build its second car wash location in Leland on Gateway Boulevard in the **Leland Town Center** behind **Chick-fil-A**.

- The Town has received a development site plan application from **Deana Cook, D.D.S.** Dr. Cook plans to build a 7,105 square-foot dental office on Magnolia Village Way in Magnolia Greens. Dr. Cook also runs **Cook Periodontics and Dental Implants** in Wilmington.
- Sitework is underway on a 3-acre site next to Harris Teeter in the Waterford Commercial Village, where Crown Hotel and Travel Management is building a **Tru by Hilton** hotel. The hotel will have 93 rooms and offer an indoor pool, continental breakfast, and other amenities.
- 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 to begin in October 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 August 26, 2021. The Committee held a workshop to begin updating the 2019 Economic Development Strategic Plan.