



STAFF REPORTS

July 2025 Regular Meeting

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Department News

Detective Robeson attended Fire Investigation training June 2-6 and 16-20 in Smithfield. This training certifies personnel on investigating the origin and cause of fires.

Sergeant Marshall attended ICS 300 June 2-4 at Fire Station 51. This course is designed for emergency responders who would function in a command position during a large-scale incident or event.

Sergeant Berry attended Field Training Officer Supervisor training June 9-20 virtually. This training is intended for supervisors overseeing the field training program for new hires.

Detective Majors and Master Officer Whitmire attended First Line Supervision training June 16-20 at Cape Fear Community College. This course teaches the experienced officer how to effectively supervise personnel and gives them the basic concepts of management and employee relations within a law enforcement agency.

Senior Officer Peters attended Motorcycle Crash Investigation training June 17-20 at the North Carolina Justice Academy. This course is intended to enable participants to interpret and analyze crash evidence when a motorcycle is involved.

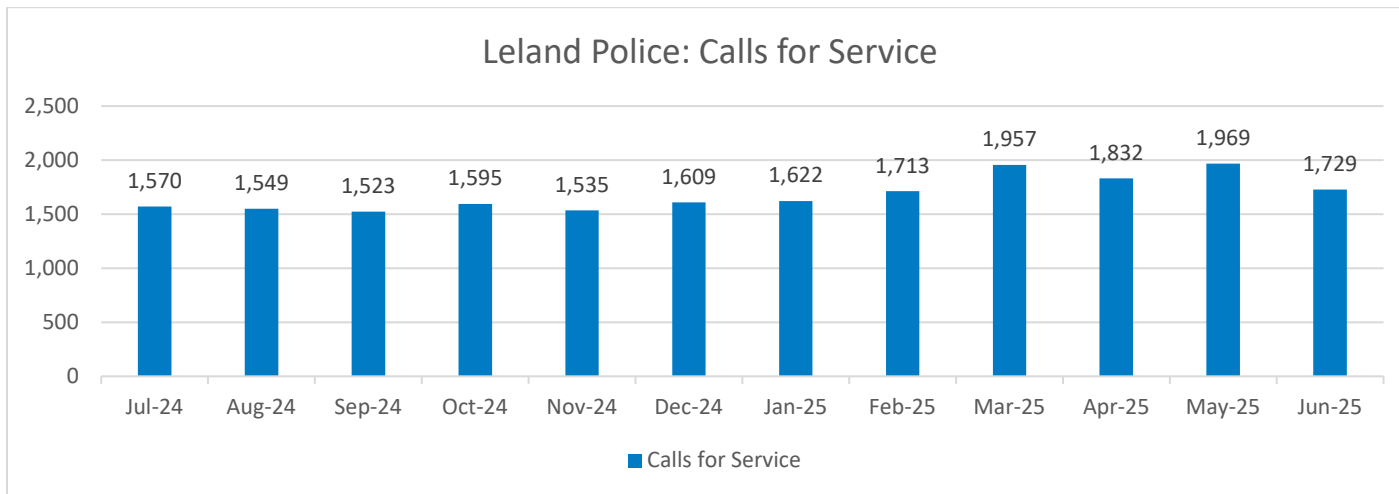
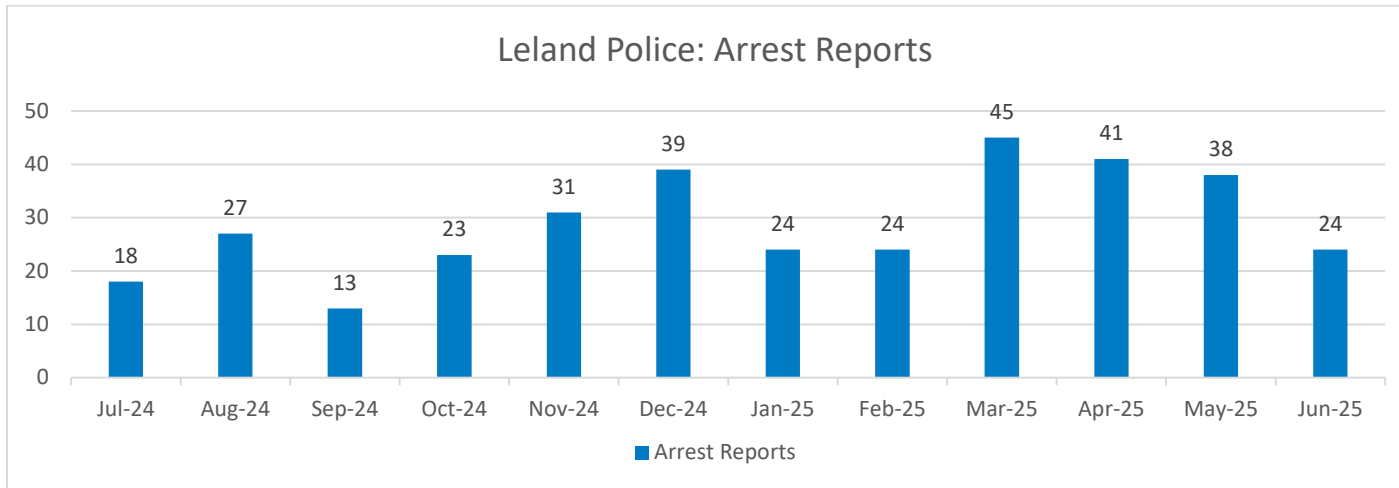
Officers Brown, McElroy, Odom, Piniewski, Whitehurst, and Wooley attended INTOX Recertification class June 17-20 at the Wilmington Police Department. This course recertifies officers to operate and understand the messages produced on the Intoximeter breath testing instrument for legal breath alcohol tests.

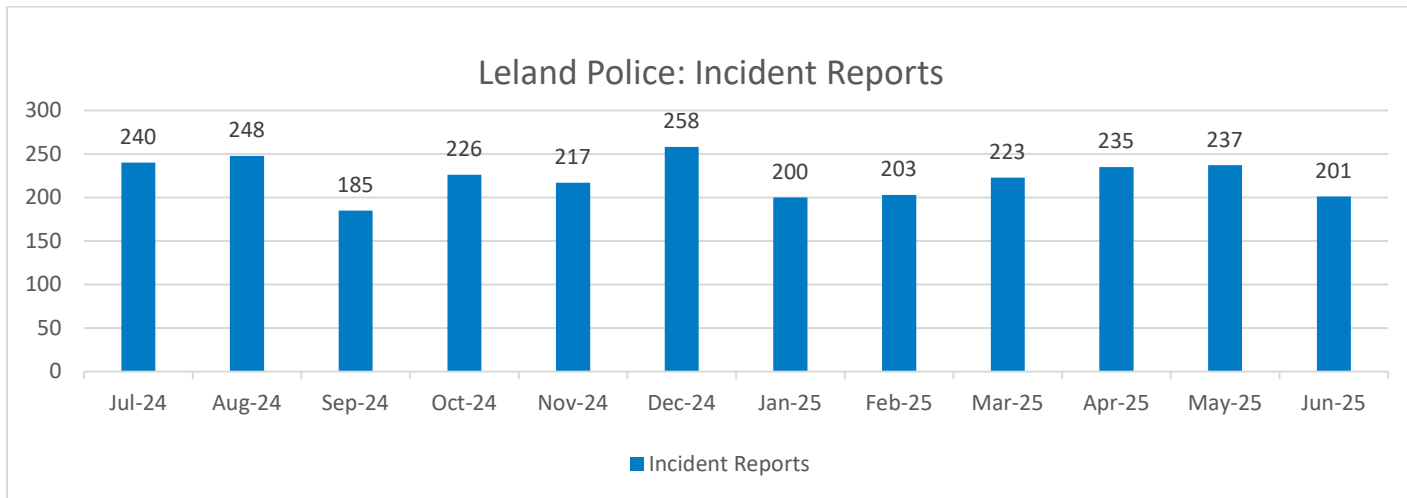
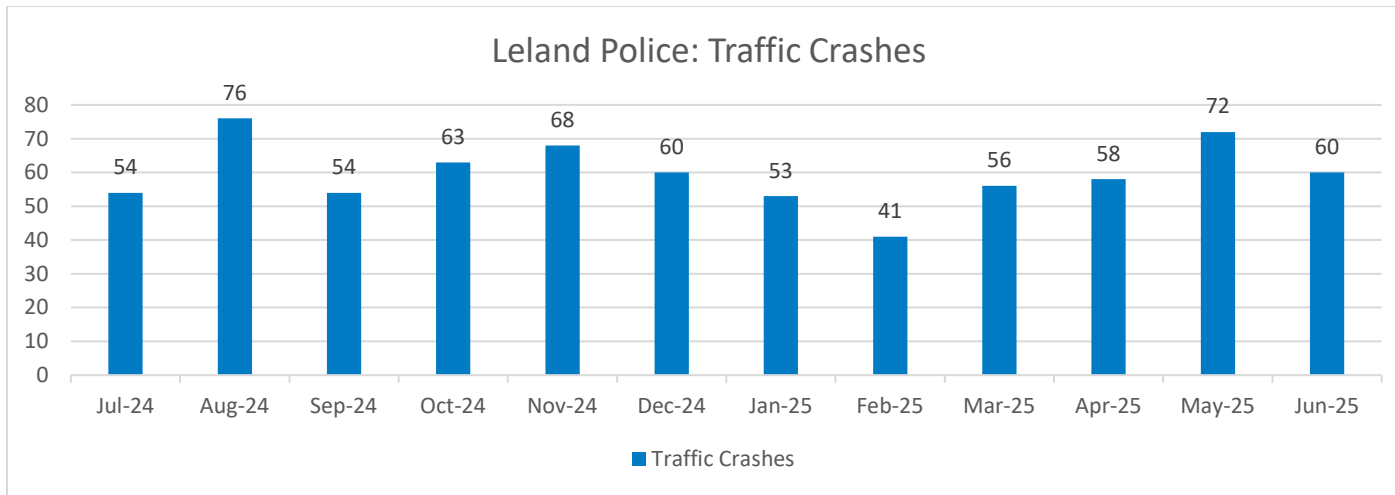
Officer Hart attended the INTOX Operator Course June 23-27 at the Wilmington Police Department. This course trains law enforcement officers on the operation of the breath testing instrument, and the applicable North Carolina administrative codes, general statutes, and policies that govern evidential breath alcohol testing and implied consent offenses.

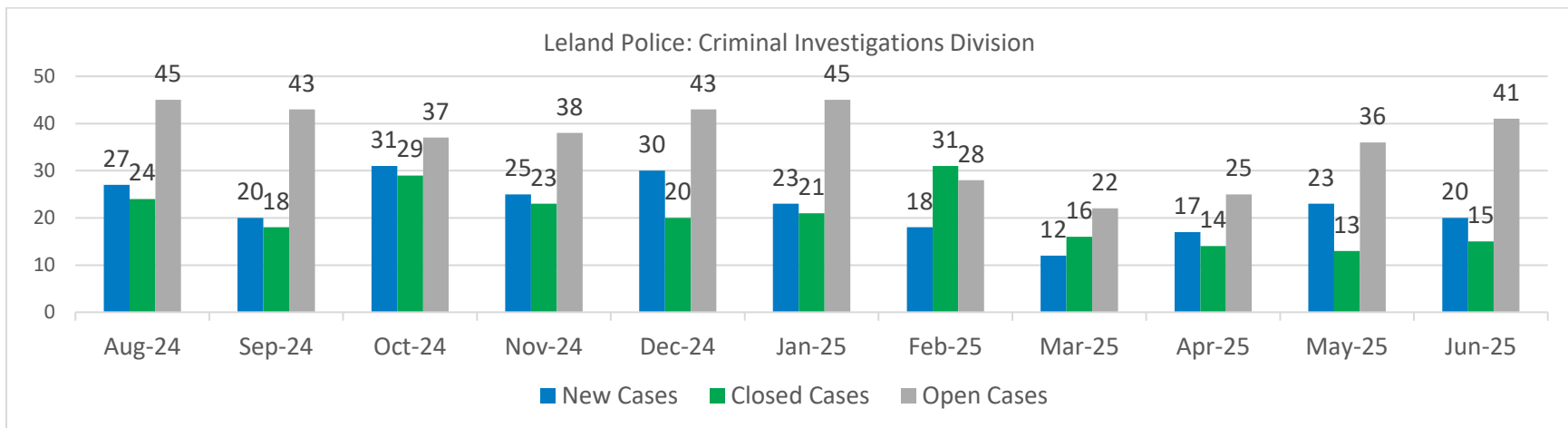
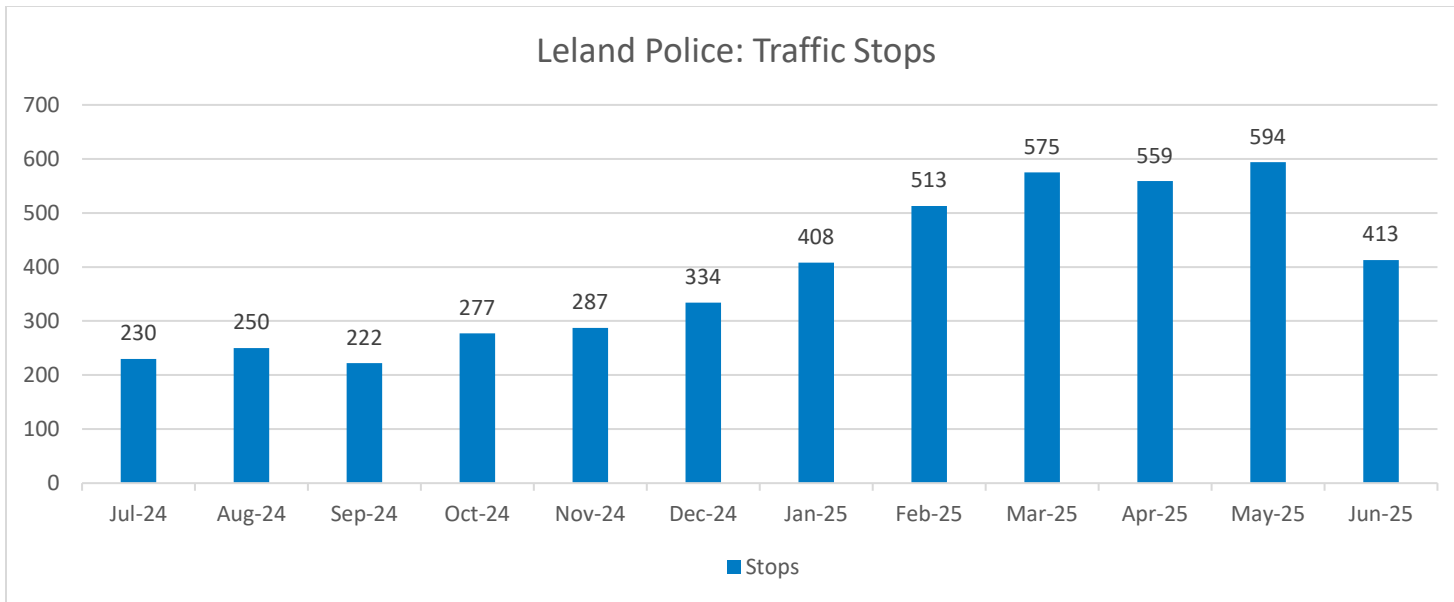
Active Mutual Aid Agreements

- Bald Head Island
- Boiling Spring Lakes
- Brunswick Community College
- Brunswick County
- Carolina Beach
- Caswell Beach
- DCI
- Duke Energy
- Holden Beach
- Jacksonville
- Navassa
- NCDOT
- NCDMV
- New Hanover County
- Northwest
- Oak Island
- Ocean Isle Beach
- SABLE
- Shallotte
- Southport
- Sunny Point
- Sunset Beach
- Wilmington

Dashboard







Animal Services Report							
2025	CFS	Cats Picked up	Dogs Picked up	Transported	Traps	Citations	Bites
Jan	21	3	1	3	2	0	1
Feb	23	1	3	4	0	1	1
Mar	42	4	5	8	5	2	3
Apr	52	4	1	4	2	0	3
May	67	3	1	4	5	0	5
Jun	47	0	3	3	0	0	3
Totals	252	15	14	26	14	3	16

Traffic Speed Data on Grandiflora Drive:

This data was collected from Feb. 10 to May 31. The data showed the following:

- Current posted speed limit on Grandiflora Drive is 30 mph.
- Data was collected over 111 days (24 hours).
- Total number of vehicles: 173,882 (an average of 1,566 per 24-hour period).
- Average speed: 25.92 mph.
- Number of vehicles going 10 mph or more over the 30 mph speed limit: 173 (0.1% of the total).
- Slowest speed: 15 mph.
- Fastest speed: 59 mph.

Department News

In addition to answering calls, staff accomplished numerous tasks in June:

- Assisted eight homeowners with smoke alarm installations or battery replacements
- Assisted 12 homeowners with residential KnoxBox installations
- Conducted two station/engine tours
- Participated in a kids' camp for Crosswinds Church
- Participated in a school camp at North Brunswick High School
- Participated in the Hurricane Expo
- Conducted AED/CPR training for Mallory Creek residents

Nick Albosta was promoted to Senior Firefighter.

All department members participated in forcible entry training hosted by Job Town Tools.

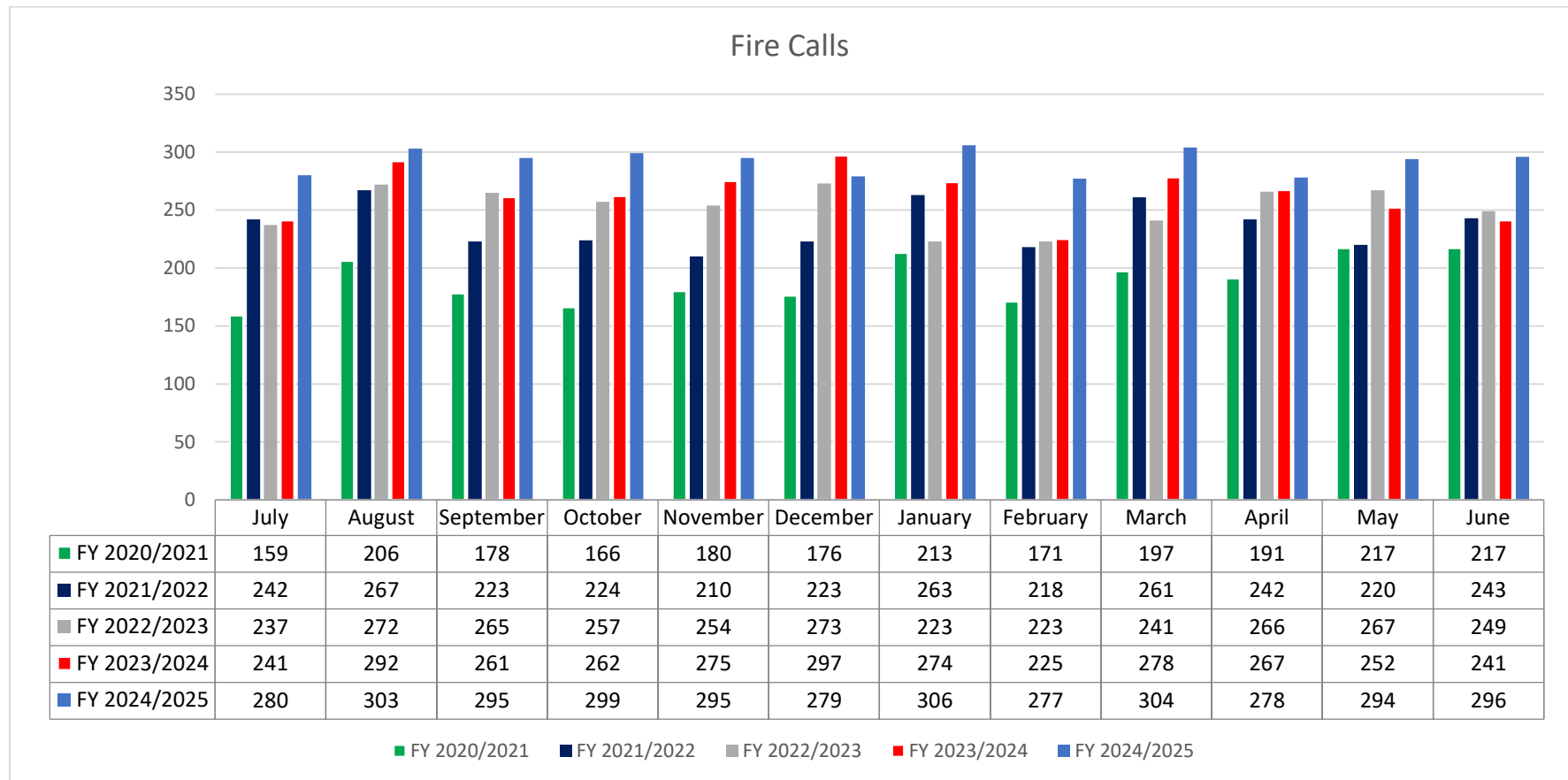
The department held its Push-In Ceremony for the new Tractor Drawn Aerial (TDA) ladder truck.

In June, the department continued its transition to a new method of documenting responses, which has caused a delay in this month's data. Future reports will include this information.

Active Mutual Aid Agreements

- Bald Head Island Department of Public Safety
- Boiling Spring Lakes Fire Rescue
- Bolivia Volunteer Fire Department
- Calabash Volunteer Fire Department
- Civietown Volunteer Fire Rescue
- Grissettown Longwood Volunteer Fire & Rescue Department
- Navassa Volunteer Fire Department
- NCIMAS
- New Hanover County Fire Rescue
- Northwest Volunteer Fire Department
- Oak Island Fire Department
- Ocean Isle Beach Fire Department
- Shallotte Fire & Rescue Department
- Shallotte Point Volunteer Fire Department
- Southport Fire Department
- St. James Volunteer Fire Department
- Sunny Point Military Ocean Terminal
- Sunset Beach Fire Department
- Sunset Harbor & Zion Hill Volunteer Fire Department
- Supply Volunteer Fire Department
- Tri-Beach Volunteer Fire Department
- Waccamaw Volunteer Fire & Rescue Department
- Wilmington Fire Department
- Winnabow Volunteer Fire Department
- Yaupon Beach Volunteer Fire Department

Dashboard



Department News

Staff began the month with preparations for a successful Hurricane Expo. This year's attendance exceeded 300 people and residents shared very positive comments.

Staff continued training in the FEMA EOC Skillset Series. This month marked the third session in the four-part series, which is expected to be completed in August.

Staff participated in a meeting of stakeholders in the Southeastern North Carolina Regional Flood Hazard Mitigation Plan, which is scheduled to be updated in 2026. Preparation to determine these changes has begun.

Staff attended a meeting with Brunswick County Emergency Management stakeholders to evaluate and update Brunswick County's evacuation plan. As this plan is completed, a sister plan for the Town will be developed.

The month's activities concluded with a tabletop exercise that challenged Public Safety, Public Works, Communications, and Legal staff. The teams created an Incident Management Team and worked cohesively to address challenges arising from a multi-hazard train derailment. The scenario required teams to manage an initial evacuation area of one-half mile around the railroad tracks immediately under Highway 17 near Brunswick Forest. The derailed train cars included Class 1.4 explosives and sodium hydroxide. Long-term traffic management plans were developed due to the loss of both overpasses over the tracks on Highway 17. Coordination with local, state, and federal resources was an objective of the exercise.

Work Priorities and Initiatives

- Threat Hazard Identification and Risk Assessment (THIRA)
- Reimbursement for Town response to Tropical Storm Helene
- Implement a quarterly emergency simulation training program

Projects Completed

- Tabletop Exercise Operation Cajun Sunset
- Hurricane Expo 2025

Department News

Staff generated 263 work orders in June and completed 233 (89%).

Streets Maintenance Technician Tyler Barth and Grounds Maintenance Technicians Brett Usry and Ethan Scott completed the NC Pesticide Public Applicators Exam, Public Health, and successfully earned their licenses.

Abby Clayboss passed her Level 3 Erosion and Sediment Control exam.

The Town reached the milestone of owning more than 100 miles of streets, with a total of 101.28 miles.

In FY2024-2025, Streets replaced 168 cubic yards of concrete curb and sidewalk. This is a 73% increase (or 71 cubic yards) over the previous year.

Streets Updates

Work Priorities and Initiatives

- Staff will continue to focus on repairing storm drain sinkholes, replacing concrete sidewalks and curbs, and making asphalt repairs.
- Staff will reconfigure the traffic island on Grandiflora Drive at Lanvale Road. This will involve removing existing curb and installing new curb to prevent vehicles from contacting the island. Asphalt will be replaced as part of the resurfacing project.
- Staff will begin sidewalk replacement projects in Magnolia Greens.
- Staff will begin several asphalt repair projects in Brunswick Forest and Sturgeon Landing.

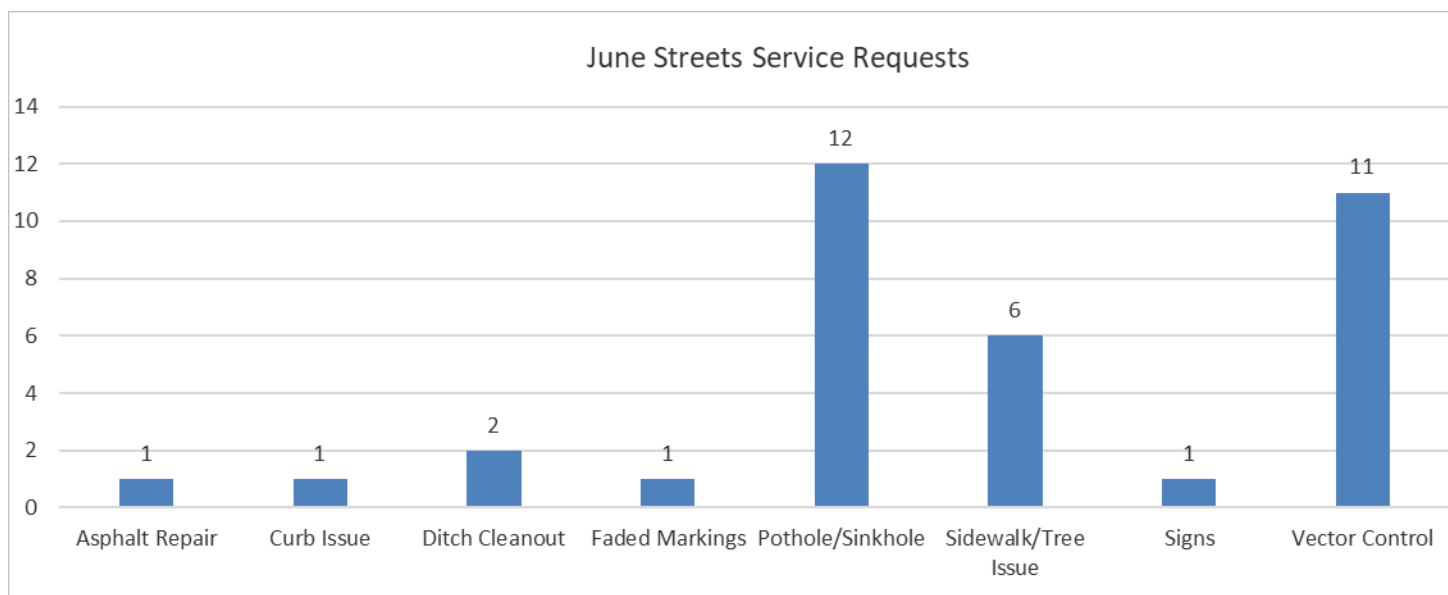
Projects Completed

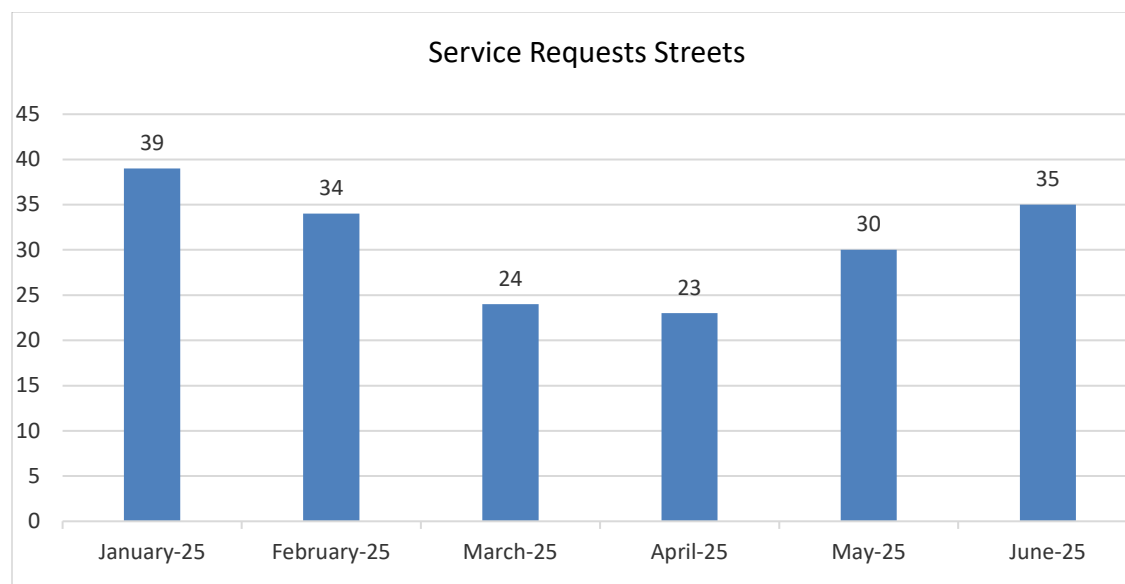
- Staff inspected and repaired sinkholes in Westport, Mallory Creek, Brunswick Forest, and Windsor Park.
- Staff replaced sidewalks damaged by trees in Magnolia Greens on Grandiflora Drive and Redfield Drive.
- Staff repaired potholes at various locations throughout Town.
- Staff replaced a deteriorated driveway pipe in Picket Ridge.
- Staff replaced a section of deteriorated pavement on Shelmore Way.

- Staff installed new sidewalks in Founders Park at the splash pad and the playground.
- Staff replaced a damaged curb ramp in Brunswick Forest.

Work Order Summary

- Streets generated 35 work orders in June, with the majority being pothole/sinkhole (12), vector control (11), and sidewalk/tree issue related (6).
- Streets completed 27 work orders in June, with an approximate expense of \$58,600 in labor, equipment, and materials to complete these work orders. The bulk of this expense was in employee costs (\$30,200).





Grounds Updates

Work Priorities and Initiatives

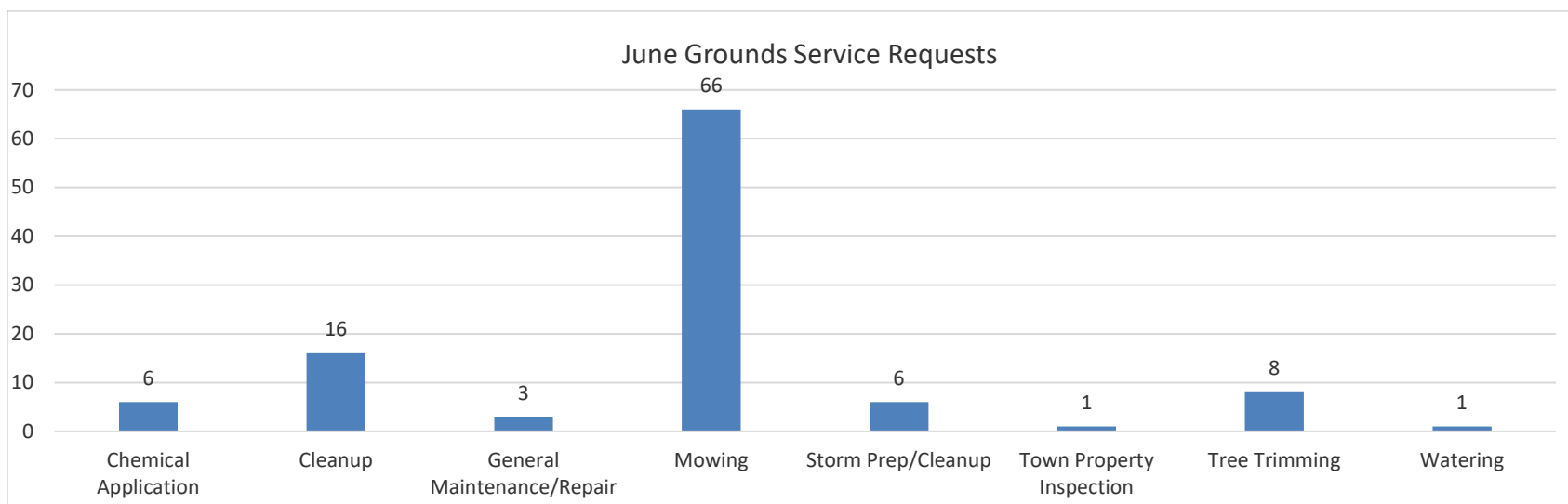
- Staff will continue to prune vegetation and trees at Sturgeon Creek Park.
- Staff will continue to perform lawn maintenance at Town-owned properties and parks.
- Staff will continue to hand water trees installed along Gateway Boulevard, at the Northgate retention pond, and the transplanted live oak at Founders Park as needed.
- Staff will continue to clear underbrush/vegetation on Town-owned properties to enhance their appearance.

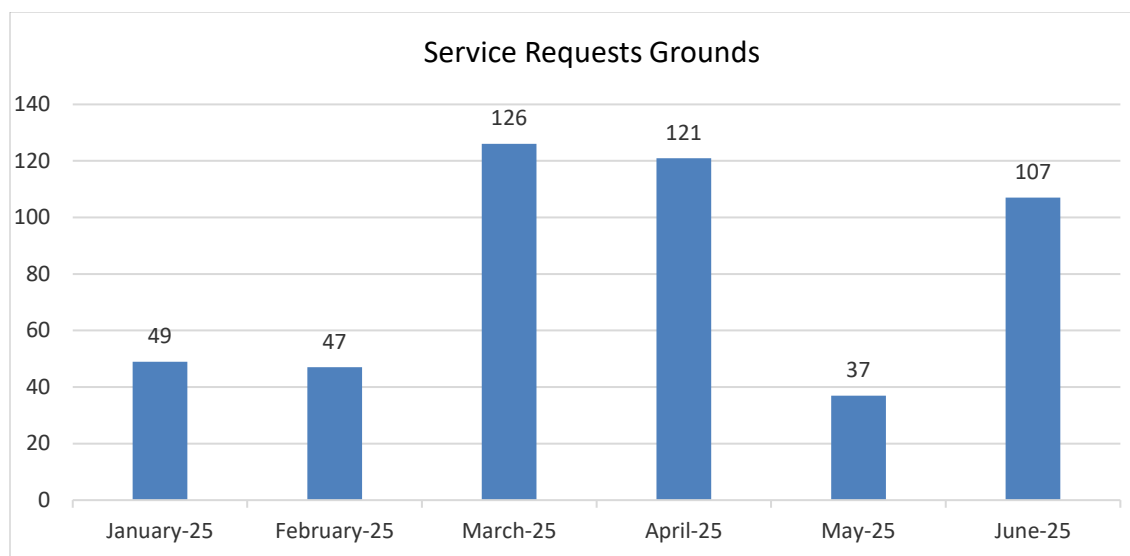
Projects Completed

- Staff replaced deteriorated boards at the classroom and on the bridge at Westgate Nature Park.
- Staff completed clearing the underbrush/vegetation at the Loblolly property to enhance the appearance of the property.

Work Order Summary

- Grounds generated 107 work orders in June, with most of them being mowing (66), cleanup (16), tree trimming (8), chemical application (6), and storm prep/cleanup related (6).
- Grounds completed 101 work orders in June, with an approximate expense of \$34,000 in labor and equipment to complete these work orders.





Operations Updates

Work Priorities and Initiatives

- Staff will be changing out florescent bulbs at Town Hall and replacing them with LED.
- Staff will be moving the generator and a large tank from the former Station 51 on Village Road to the MOC.
- Staff are installing new LED lighting at the LCAC when fixtures fail in an effort to lower electrical usage costs.
- Staff will assist in replacing a 20-ton HVAC unit at the LCAC.
- Staff will be installing a new HVAC unit at Station 53.
- Staff will be inspecting windows, doors, and repairing the siding at the MOC office building.
- Staff are designing a detailed preventative maintenance plan for each Town facility.
- Staff are working on updating the water heater at Station 52 with a tankless system.
- Staff will be pressure washing all Town facilities and cleaning the windows.
- Staff will be learning about arc flash and proper PPE for all voltage levels.
- Staff will be taking a class on lockout tagout procedures for electrical equipment.

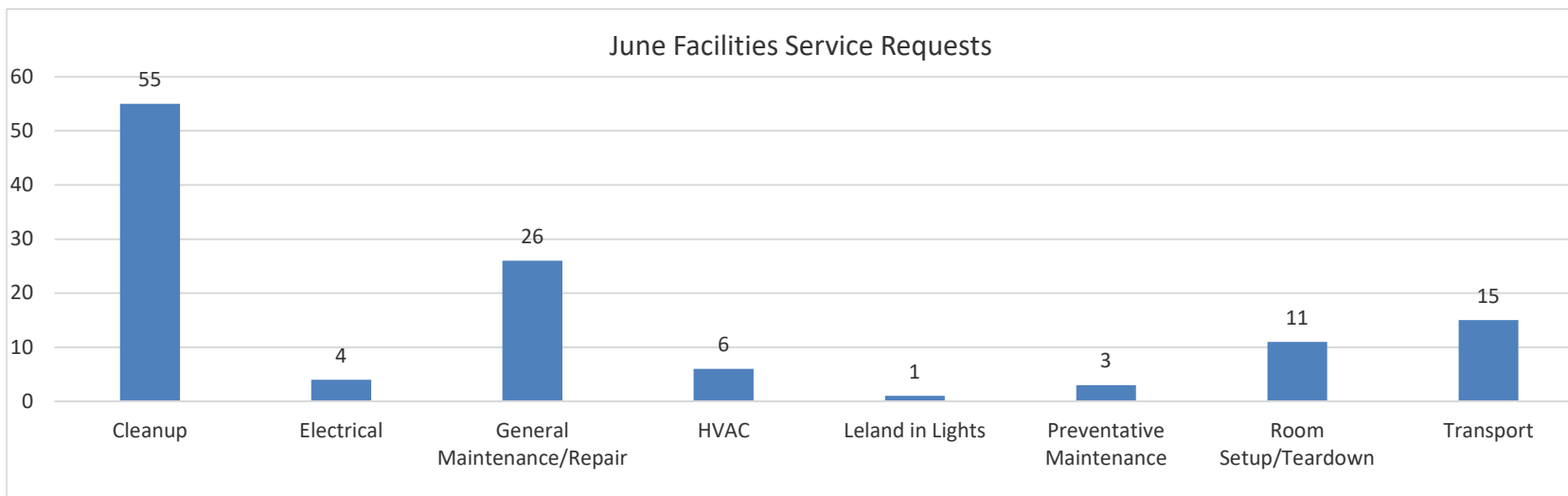
- Staff will continue improving the iWork work order system to schedule custodians and room setups (table/chair configurations, etc.) for Town meetings and events.
- Staff are improving efficiency and cleaning strategies for all Town facilities by inspecting, documenting work priorities, procedures, and schedules.
- Staff will be testing manual power transfer switching from generator to power station, and power station to generator.
- Staff will be inspecting the sound system at the LCAC.

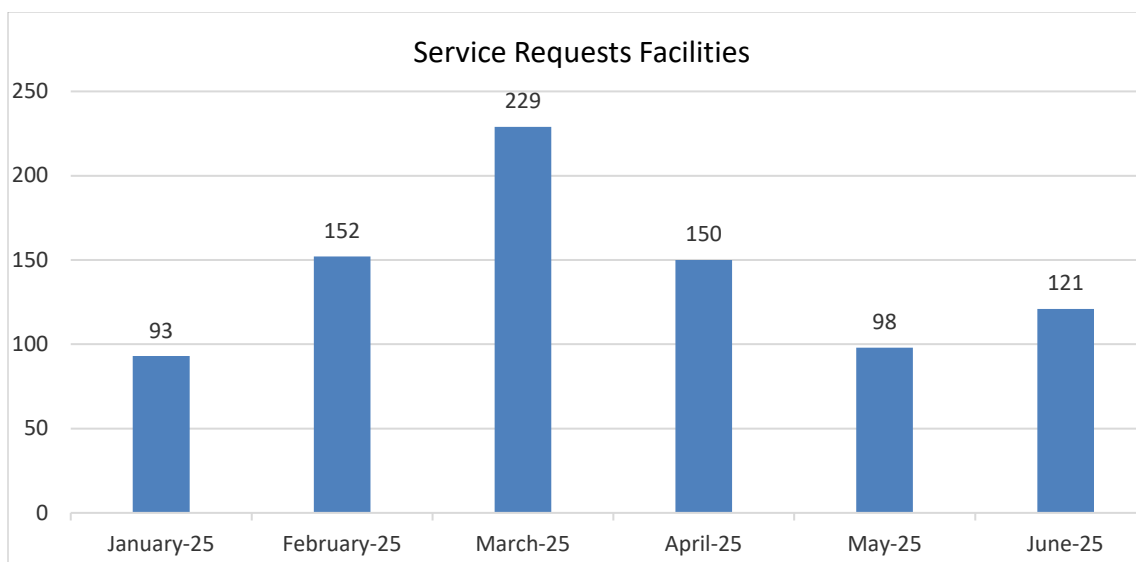
Projects Completed

- Staff have installed ceiling fans in the MOC warehouse.
- Staff completed testing generators at all Town locations.
- Staff completed classes on blood borne pathogens.

Work Order Summary

- Operations generated 121 work orders in June, with most of them being cleanup (55), general maintenance/repair (26), transport (15), and room setup/teardown related (11).
- Operations completed 105 work orders in June, with an approximate expense of \$3,900 in labor and materials.





Town Project Updates

Projects In Design

- Baldwin Drive Improvements
- Leland Unpaved Roads Improvements
- Ocean Gate Plaza and New Pointe Boulevard Intersection Improvements
- Sturgeon Creek Park
- U.S. Highway 17 Pedestrian Crossing

Projects In Ad/Bid/Award

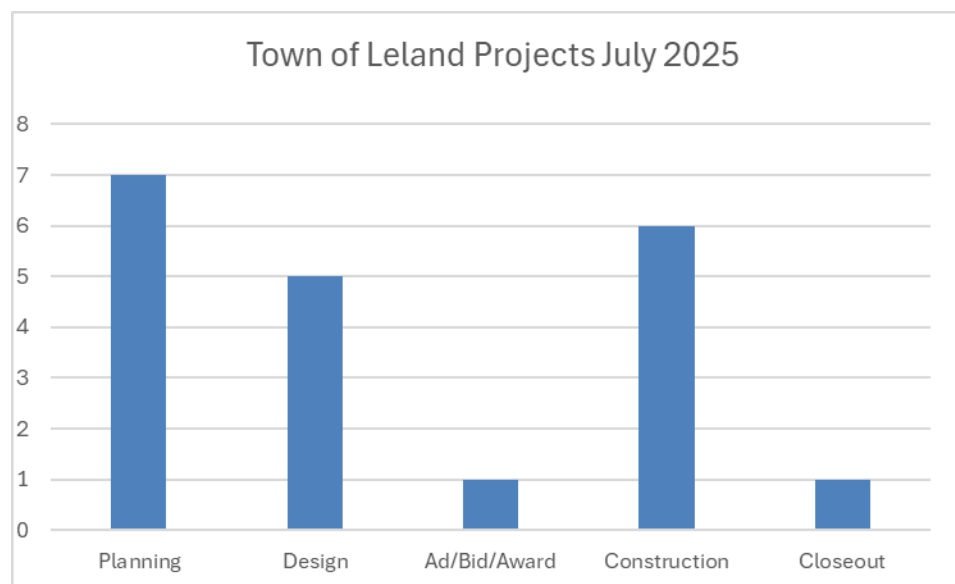
- CDBG Housing Construction

Projects In Construction

- Founders Park – Approximately 80% complete
- Long Pine Drive Roadway Improvements – Approximately 90% complete

- Settler’s Village Connector Road – 0% complete
- StRAP Grant – 80% complete
- Town Hall Expansion – Approximately 60% complete
- Town of Leland Roadway Resurfacing 2024-2025 – 0% complete

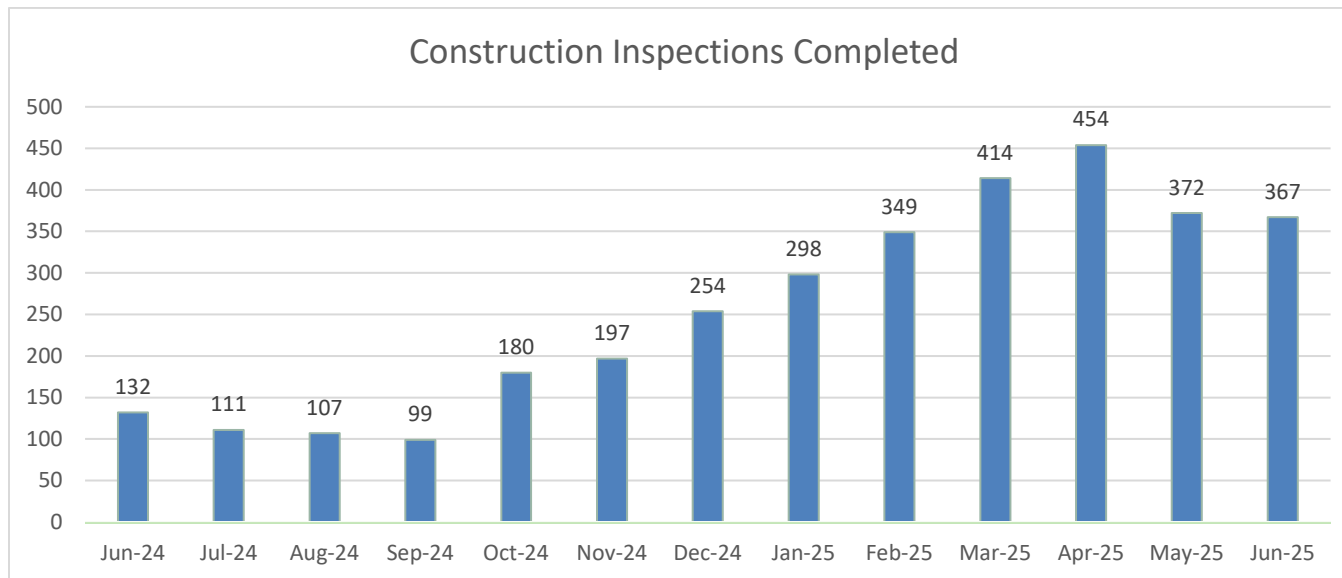
Full project details can be found [on the Town website](#).



Construction Inspections

Inspections

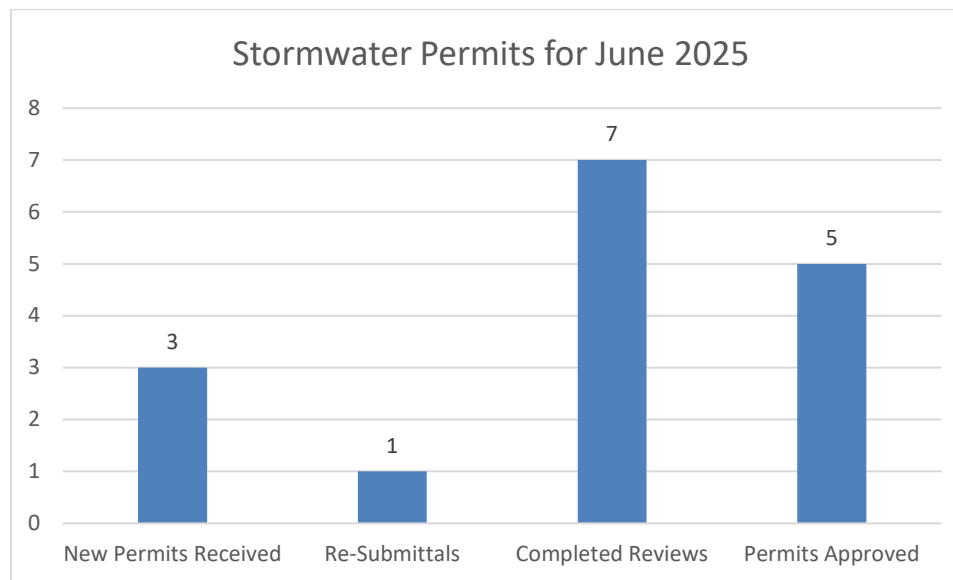
- Staff have completed 367 construction inspections.
 - Construction inspections include developer and Town projects.



Stormwater Permits

Stormwater Permit Review

- 100% of stormwater permits submitted within the last 45 business days have either been approved or sent back for comments. Five permits were approved in June.



Department News

The department partnered with the UNC Highway Safety Research Center to apply for a Safe Streets and Roads for All grant, aiming to develop a speed management plan that aligns closely with the Statewide Speed Management Plan currently being developed by NCDOT. This collaboration ensures the recommendations are consistent with state policies and practices.

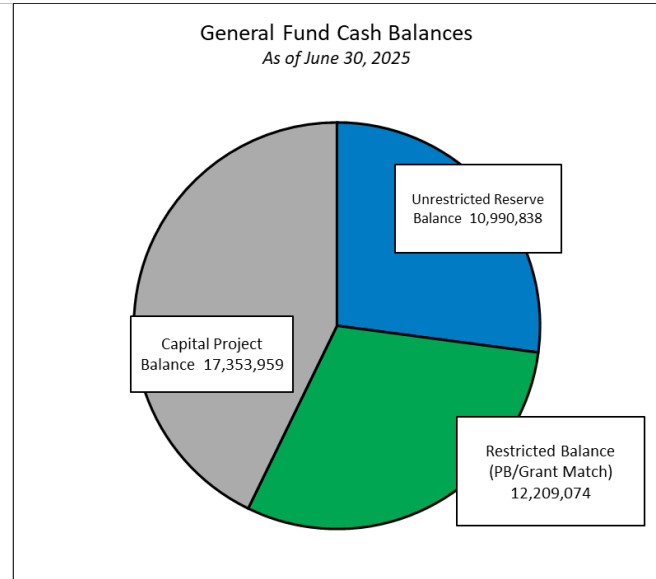
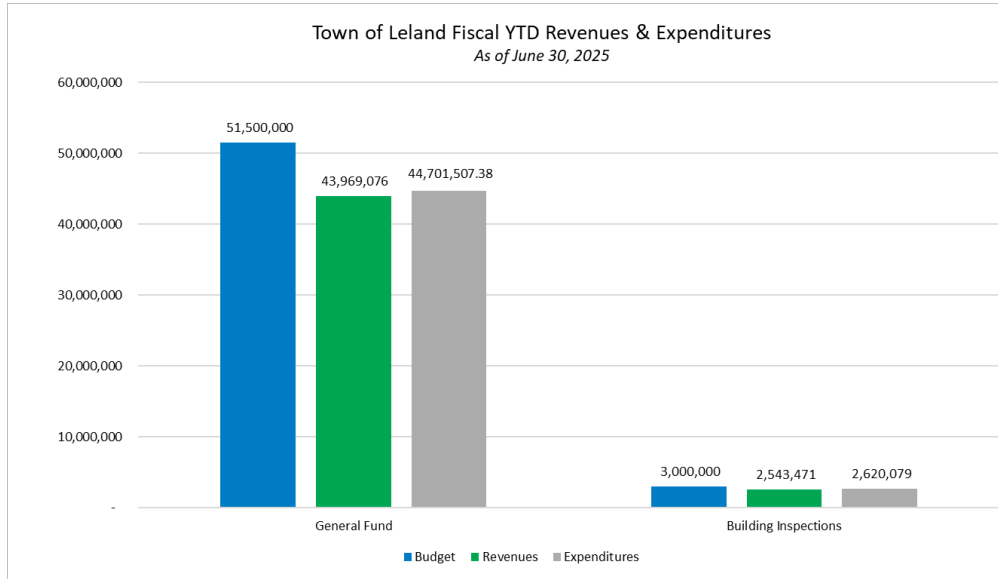
Ms. Newton and Ms. McGrady attended the NCLM webinar, Municipal Finance Webinar Series: How to Read Financial Statements.

Mr. Deas attended the UNC School of Government course titled Procurement Policy Drafting Workshop.

Ms. Cook attended the WILMA Leadership Institute, the Budgeting for Local Project Webinar for grant applications, and the ICMA webinar, Strategies for Maintaining FEMA/State Disaster Reimbursement Compliance and Obtaining Disaster Reimbursement.

Ms. Hagg attended the State Treasurer's Conference virtually with the UNC School of Government. She and Ms. McGrady attended a Monthly Board Reporting webinar sponsored by the NCLM.

Dashboard

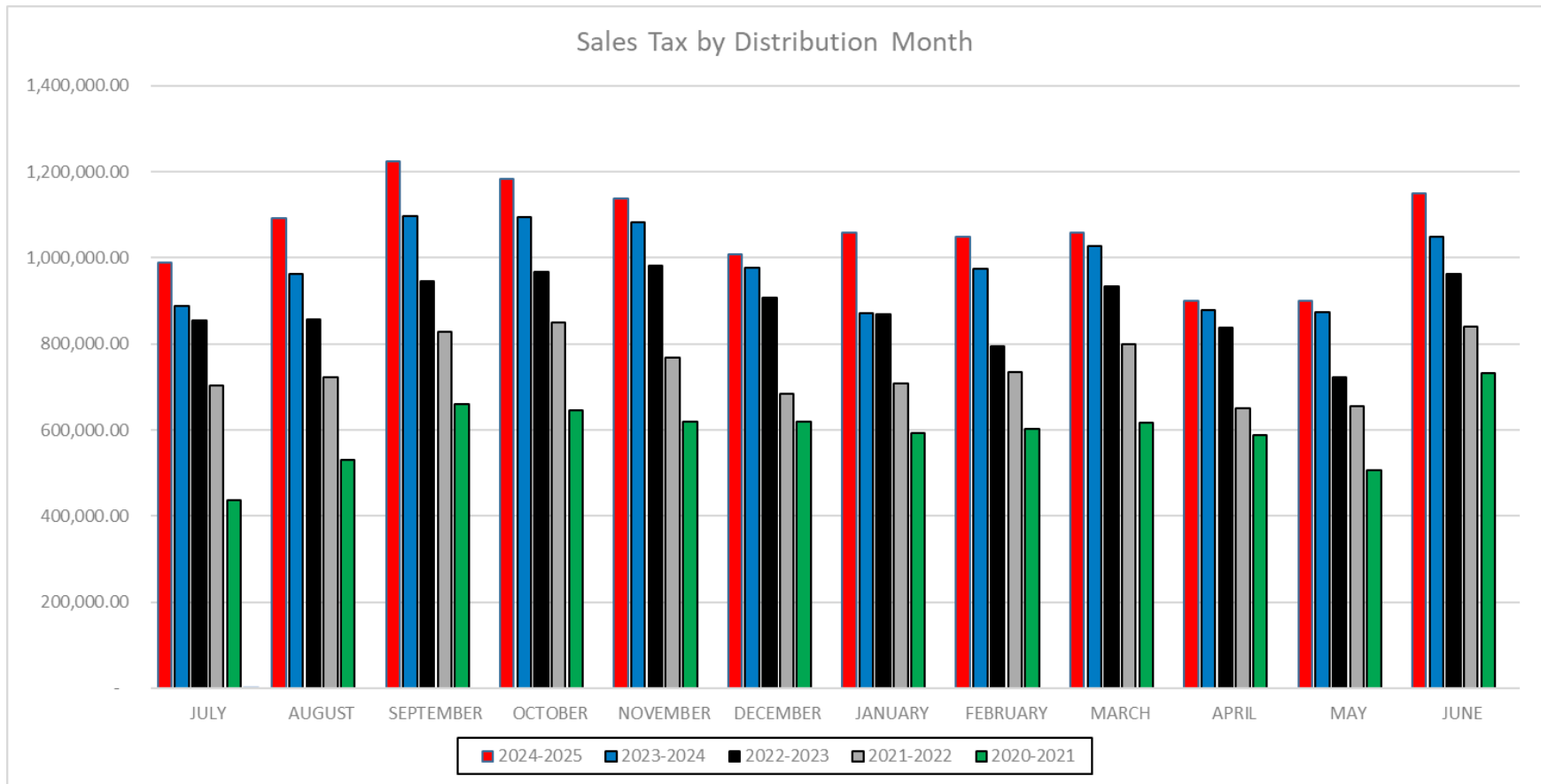


Financial Budget to Actual Report – June 30, 2025

GENERAL FUND							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	46,000,000	51,500,000	1,814,613	43,969,076	-	7,530,924	14.62%
Governing Body	300,000	300,000	13,734	248,030	-	51,970	17.32%
Administration	3,110,000	3,110,000	114,960	2,094,345	-	1,015,655	32.66%
Information Technology	4,600,000	4,600,000	179,715	2,475,137	-	2,124,863	46.19%
Human Resources	600,000	600,000	28,478	464,989	-	135,011	22.50%
Finance	1,250,000	1,250,000	77,981	1,119,524	-	130,476	10.44%
Planning	1,220,000	1,220,000	103,206	1,030,699	-	189,301	15.52%
P&R & Cultural Arts	1,130,000	1,130,000	70,958	977,585	-	152,415	13.49%
Operations	1,710,000	1,710,000	143,595	1,648,020	-	61,980	3.62%
Streets & Grounds	3,880,000	3,880,000	286,936	2,970,749	-	909,251	23.43%
Engineering	980,000	980,000	89,747	864,920	-	115,080	11.74%
Police	7,750,000	7,750,000	489,867	6,651,640	-	1,098,360	14.17%
Emergency Management	230,000	230,000	16,868	204,301	-	25,699	11.17%
Fire	9,000,000	9,000,000	502,421	8,276,618	-	723,382	8.04%
Debt Services	6,450,000	6,450,000	-	6,437,040	-	12,960	0.20%
Transfers	3,790,000	9,290,000	500,000	9,237,910	-	52,090	0.56%
EXPENSES	46,000,000	51,500,000	2,618,466	44,701,507	-	6,798,493	13.20%
BUILDING INSPECTIONS							
	Original Budget	Current Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	Percent Remaining
REVENUE	3,000,000	3,000,000	270,637	2,543,471	-	456,529	15.22%
EXPENSES	3,000,000	3,000,000	206,289	2,620,079	-	379,922	12.66%

FY Sales Tax Distribution

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



Grant News

For detailed grant/project information, please visit the [Grants webpage](#).

Donations

There were no donations in June.

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

Description: Settlers Connector Road; Vendor: SV Leland LLC; Amount: \$50,000.00.

Intradepartmental and Interdepartmental Budget Transfers

There were no budget transfers in June.

Audit Committee Meeting Summary

The Audit Committee did not meet in June.

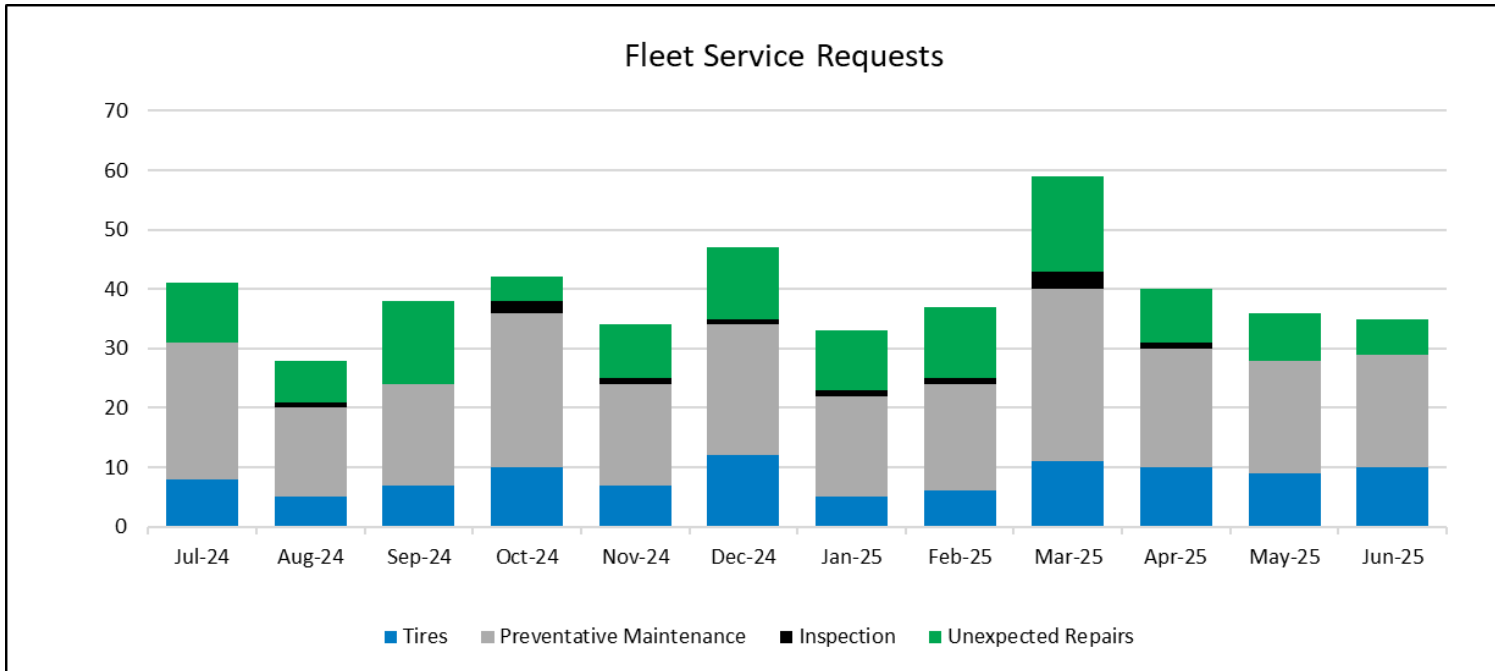
Investment Portfolio

The Town has a diversified investment portfolio across three wealth management banking institutions. The June overview is below:

	Average Monthly Yield	Dividend Reinvestment / Interest Earned	Fiscal YTD Dividend Reinvestment / Interest Earned	Month End Statement Balance or Market Value
First Citizens Bank	0.04	11,055.53	93,247.92	2,093,247.92
NC Capital Management Trust	0.042	83,455.62	783,843.40	24,829,706.46
NC Class	0.043	14,844.46	196,356.09	4,196,396.09
Total		109,355.61	1,073,447.41	31,119,350.47

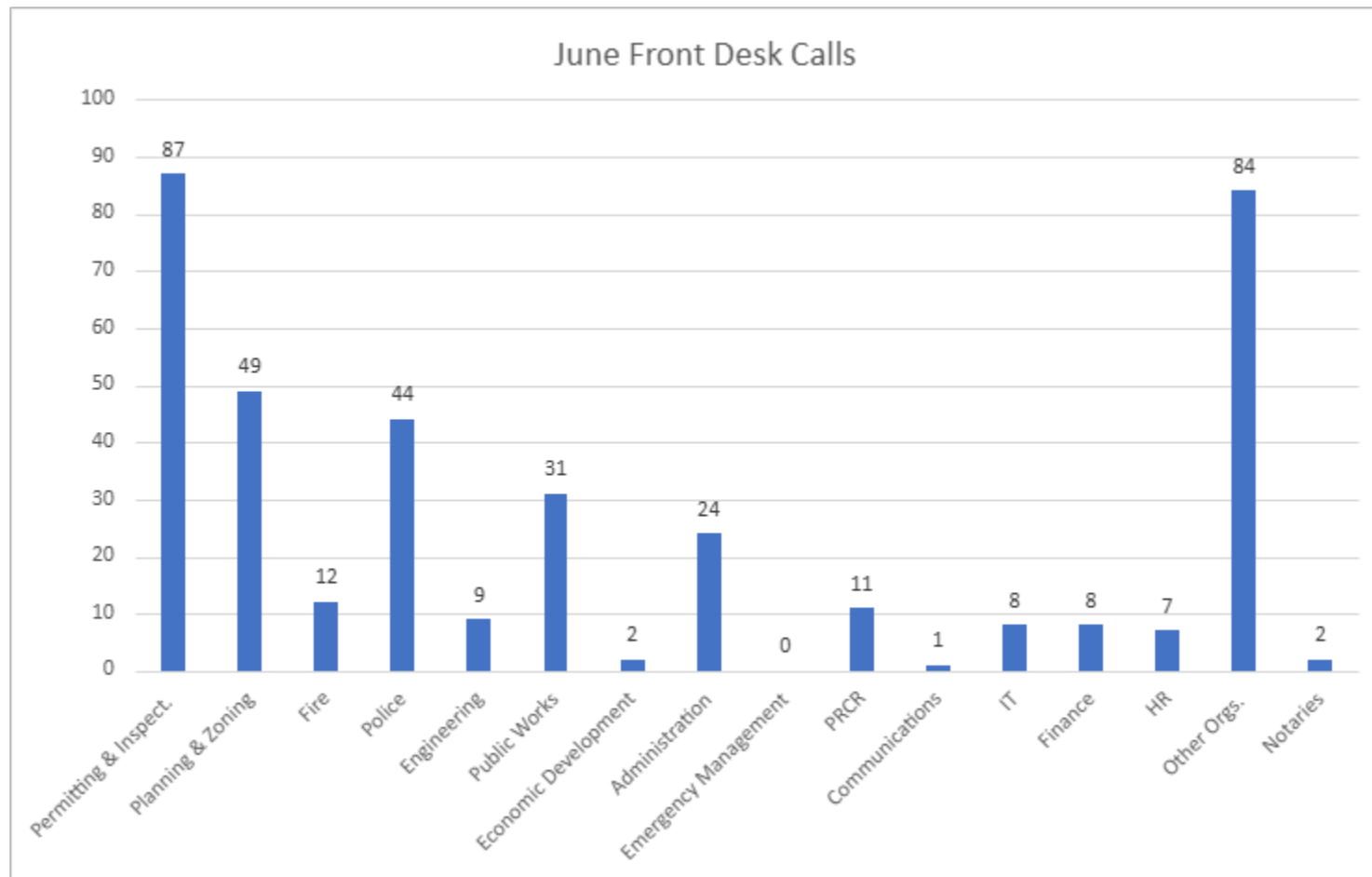
Fleet Updates

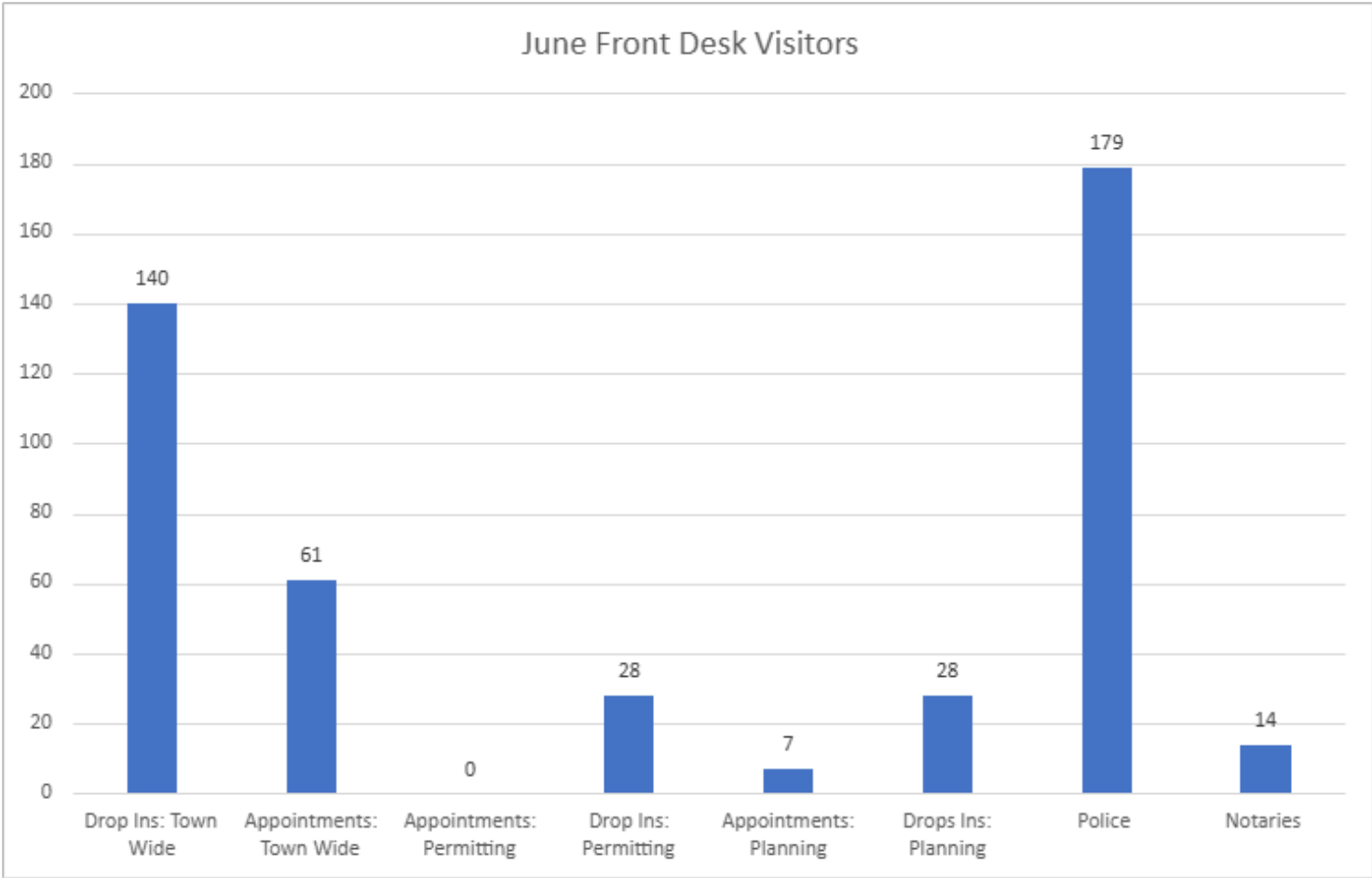
Fleet generated 35 work orders in June for an approximate expense of \$10,529.53.



Department News

In June, the department facilitated responses to 30 contact forms submitted through the website, 379 calls, and 457 visitors to Town Hall. Ms. Draughn, Ms. Fore, and Ms. Jewell participated in a 3CMA webinar titled Gov (Non) Fiction – Lights, Camera...Local Government. Staff continued creating content and managing communications and media for the Suncrest Way explosion. Ms. Fore and Ms. Jewell participated in an Emergency Management tabletop exercise as the public information officers.





Social Media Update

- Facebook Highlights (June 1 – 30, 2025)
 - Added 114 new page followers
 - Impressions – 67,575
 - Top post (Largest reach): “Join us in congratulating Nick on his promotion to Senior Firefighter! 🎉”
- Twitter/X Highlights (June 1 – 30, 2025)
 - Impressions/Reach – 3,071
 - Top tweet (Largest reach): “The Planning Board Meeting will be held Tuesday, June 24, at 6 p.m. at Town Hall. View and download the agenda 👉 [#LelandNC](https://ow.ly/AGwT50WcmeT)”
- Nextdoor Highlights (June 1 – 30, 2025)
 - Impressions/Reach – 15,855
 - Likes/Comments – 79
 - Top post (Largest reach): “Join us in congratulating Nick on his promotion to Senior Firefighter! 🎉”
- Instagram Highlights (June 1 – 30, 2025)
 - Added 55 new page followers
 - Post impressions – 689
 - Top post (Largest reach): “A big thank you to everyone who joined us for last week’s Ladder Truck Push-In Ceremony! We’re grateful for your support as we welcomed the newest addition to the [@lelandfirerescue](#) fleet. Your presence made the celebration even more special! ✨🚒 Learn more about our ladder truck under Town News at the link in our bio. [#TownofLelandNC](#) [#LelandNC](#)”
- LinkedIn Highlights (June 1 – 30, 2025)
 - Added 23 new followers
 - Page views – 174
 - Post impressions – 5,353
 - Reactions/Comments/Shares – 223
 - Top post (Largest reach): “Congratulations to Mayor Bozeman and Councilmember Carter! 🎉 Councilmember Campbell presented them with the Certificate of Municipal Achievement through the [NC League of Municipalities](#)’ Advancing Municipal Leaders Continuing Education Program last night. This recognition celebrates their commitment to continued learning and strong local leadership, and their dedication to serving Leland. Help us congratulate them on this well-deserved achievement!”

Project Updates

- Created posts that resulted in more than 92,500 impressions across social media platforms.
- Coordinated a second round of demos with website vendors to dig further into staff-identified priorities.
- Collaborated with the Town Clerk's Office to develop a new process for public notices that will roll out in July. This will include expanded outreach through the Town's Communications channels to make residents aware of public hearings that may impact them.
- Continued working with IT to create an employee intranet site.
- Development of a social media comment policy with the Staff Attorney continues.
- Led two presentations for all staff on the new Brand Guide.
- Created social media campaigns to promote the upcoming public meeting location changes, Leland 2045, the Hurricane Expo, the Ladder Truck Push-In Ceremony, and the AARP grant.

Website Articles/Media Coverage

- Town of Leland Website
 - [Explore Handmade Treasures at Leland's Summer Art Market](#)
 - [Updated Leland Hurricane Guide Now Available in English and Spanish](#)
 - [Leland 2045 Quarterly Update](#)
 - [Town of Leland Awarded \\$15,000 AARP Grant to Improve Pedestrian Safety](#)
 - [Leland Public Meetings Temporarily Relocated](#)
 - [Town of Leland Issues Burn Ban](#)
- WECT
 - [Leland Police respond to overturned 18-wheeler](#)
 - [Leland town officials continue investigation into Magnolia Greens house explosion](#)
 - [Leland Fire/Rescue extinguishes house fire caused by lightning strike on Sunday](#)
 - [Leland Fire Station celebrates a new ladder truck](#)
 - [Property management company updates neighbors on Leland home explosion investigation](#)
 - [Leland awarded grant from AARP for pedestrian safety and accessibility](#)
 - [Officials rule out gas as cause of home explosion in Leland](#)
 - [Leland police searching for theft suspect](#)

- WWAY

- [Residents still seeking answers on Leland explosion](#)
- [Leland restaurant receives national recognition](#)
- [Town of Leland provides update on house explosion investigation](#)
- [Leland residents hopeful for 50-acre park seek council approval](#)
- [Leland Fire welcomes new state-of-the-art ladder truck](#)
- [With hurricane season underway, Leland holds expo to boost preparedness](#)
- [Town of Leland awarded \\$15,000 AARP grant to improve pedestrian safety](#)
- [Investigation begins into cause of Leland home explosion](#)
- [Cause of Leland house explosion not gas according to officials](#)
- [Leland man arrested following gunfire in residential neighborhood](#)
- [Leland planning board backs ordinance changes regarding flood zone development](#)

- StarNews

- [Leland restaurant named best burger in North Carolina by Chowhound](#)
- [Leland home explosion investigation enters next phase to determine cause](#)
- ['No Kings' protests this week: Where are anti-Trump protests in the Wilmington area?](#)
- [Investigators strike out second potential cause for the Leland home explosion](#)
- [To redevelop Leland road into a 'downtown' district, leaders propose several incentives](#)
- [Brunswick town receives development plans for another chain hotel](#)
- [New pizza place moving into Leland shopping center](#)

- Port City Daily

- [Hurricane Expo to be hosted in Leland](#)
- [The Agenda: Government meetings this week](#)
- [The Agenda: Government meetings this week](#)
- [The Agenda: Local government meetings this week](#)
- [Investigation into Leland townhome explosion continues, debris clearing next](#)
- [Leland townhome explosion on-site investigation completed](#)
- [The Agenda: Local government meetings](#)
- [Man arrested after firing gun in Leland neighborhood](#)
- [Leland planning board backs new flood development rules, now primed for final vote June 27](#)

- Wilmington Biz
 - [Leland Seeks To Draw Tourists](#)
 - [Leland Continues Work On Plan To Attract Jobs](#)

TDA Marketing

- Staff is working to develop a comprehensive marketing plan for Leland in Lights including new outreach strategies and an event brand guide.
- Staff is working to identify photography and videography needs for the upcoming fiscal year.
- Work continues to create a Leland in Lights display that will serve as an iconic centerpiece of the annual event.
- Strategic Plan development continues in partnership with National Travel Center.

Leland TDA Meeting Summary

The Leland Tourism Development Authority held a Special Meeting on June 2, 2025, and heard the following:

- Strategic Plan presentation
- Grant Policy presentation

The next LTDA meeting is scheduled for July 7, 2025.

Department News

Lawrence Wills successfully passed the NC Plumbing Level 2 certification exam and received his standard Plumbing Level 2 certification.

Adam Stanley successfully passed the NC Electrical Level 1 certification exam and received his standard Electrical Level 1 certification.

Mark Fields, Skip Brown, and Mr. Stanley completed the Building Level 2 course and are now preparing to take the standard Building Level 2 certification exam.

Brooke Maynard attended Multimodal Transportation Impact Studies, a webinar hosted by APA. The webinar overviewed the recently updated Institute of Transportation Engineering Recommended Practice on Preparing and Review of Multimodal Transportation Impact Assessments. Speakers from cities that have developed and applied a new multimodal process explained their processes and the lessons learned.

Andrew Neylon attended “Wait, Why am I talking?”: Active Listening as a Planner’s Best Friend, a webinar hosted by APA. The webinar explained why listening is important to planners and included suggestions and tips on how to be a better listener and how it can benefit the work of a planner.

Kate Fersinger attended Beyond Words: Developing Age-Inclusive Communication for All Audiences, a webinar hosted by AARP. The webinar explained how thoughtful communication can promote age inclusivity and counter ageism, and explored resources designed to help communities create more readable materials and develop an age-friendly communication style.

Ms. Maynard, Ms. Fersinger, and Javier Barrera attended NFIP 101: Workshop for New Floodplain Administrators, a webinar hosted by North Carolina Emergency Management. The webinar explained the role of floodplain administrators in municipalities, focusing on disaster preparedness and proactive measures. It overviewed National Flood Insurance Program (NFIP) regulations and flood zone designations, explained FEMA maps and their map amendment types, and provided other high-level information about floodplain management and the NFIP.

Ms. Maynard attended a virtual workshop hosted by the N.C. Secretary of State, which provided subdivision administrators and plat reviewers with updates and general standards of practice for reviewing plats.

Ms. Maynard attended Global Best Practices in Mobility Planning, a webinar hosted by ICMA. Webinar attendees heard from global local government practitioners on how they are improving mobility planning and helping local governments to develop sustainable, efficient, and healthy communities. The webinar included best practices from Belgium, the United States, and the Netherlands on developing transportation and infrastructure plans, communicating the benefits of multimodal transportation, and developing strategic plans for future mobility needs.

Ms. Fersinger attended a webinar about updates to FEMA’s Resilience Analysis and Planning Tool (RAPT). The RAPT provides access to powerful data and GIS mapping that can help everyone understand their community. The webinar showed how the RAPT, which includes more than 100

preloaded layers of data on population, infrastructure, and hazards, can be used in resiliency planning. This data, along with the analysis tools in RAPT, extends GIS capacity for state and local officials to better understand disaster impacts and the potential challenges to resilience they face.

Planning Board Meeting Summary

The Planning Board met on June 24, 2025 and heard the following items:

1. Integrated Mobility Plan – The Planning Board voted 6 to 0 to recommend approval of the Town’s new local comprehensive transportation plan called the Integrated Mobility Plan.
2. Zoning Text Amendment – The Planning Board voted 6 to 0 to recommend approval of an amendment to the zoning code for redefining model unit marketing centers and changing their parking allowances.
3. Flood Damage Prevention Ordinance Amendment – The Planning Board voted 6 to 0 to recommend approval of amendments to the flood damage prevention ordinance to expand applicability to the 500-year flood hazard areas, increase the freeboard requirement, limit density in 100- and 500-year flood hazard areas, and restrict the allowance of fill.

The Planning Board’s next meeting is scheduled for July 22, 2025, at 6 p.m.

Board of Adjustment Meeting Summary

The Board of Adjustment did not meet in June due to lack of agenda items. The next meeting is scheduled for July 8, 2025, at 6 p.m.

Current Planning Update

Technical Review Committee (TRC) Report

In addition to project revisions, the Technical Review Committee (TRC) reviewed the following new items:

1. Development Site Plan for Riverwalk Pointe Phase 1 Active Open Space – Proposal for a trail with outdoor exercise equipment on 1.48 acres of active open space.
2. Development Site Plan for Doc’s Yachts – Proposal for a boat sales and service facility on 4.52 acres at 1648 Lanvale Road.
3. Development Site Plan for a 4,000-square-foot building and outdoor storage area for a contractor’s office at 196 Old Fayetteville Road.

Number of Reviews by Stage – Permitting Applications

<u>Stage/Plan Type</u>	<u>Initial</u>		<u>Revisions</u>		<u>Total</u>	
	No.	Avg. Days	No.	Avg. Days	No.	Avg. Days
Building/ Flood (3 Day Review)	11	1.0	2	1.0	13	1.0
Chief Building Official Review	1	1.0	0		1	1.0
Commercial Building / Flood	3	3.3	3	1.0	6	2.2
Commercial Building / Flood / Zoning	2	10.0	9	2.4	11	3.8
Commercial Building / Flood / Zoning / Pub Serv	3	7.3	4	2.3	7	4.4
Commercial Building / Zoning	4	8.8	10	2.5	14	4.3
Commercial Building Fire	3	6.0	1	1.0	4	4.8
Commercial Building/Zoning/Electrical	1	10.0	0		1	10.0
Commercial Zoning	1	9.0	0		1	9.0
Electrical (5-Day Review)	3	2.0	1	1.0	4	1.8
Permit Building/Flood	0		3	1.0	3	1.0
Permit Building/Zoning	2	1.0	8	2.1	10	1.9
Permit Flood	9	2.7	4	1.0	13	2.2
Permit Zoning Only	2	2.0	1	1.0	3	1.7
Residential Building / Flood	17	7.0	4	2.0	21	6.0
Residential Building / Zoning / Flood	54	9.3	88	3.1	142	5.5
Residential Flood	2	1.0	2	1.0	4	1.0
Residential Zoning	2	1.0	0		2	1.0
Residential Zoning / Flood	0		1	3.0	1	3.0
	Total Initial: 120		Total Revisions: 141		Total Plans: 261	

Number of Reviews by Stage – Planning Applications

<u>Stage/Plan Type</u>	<u>Initial</u>	<u>Revisions</u>	<u>Total</u>
Address Request	9	3	12
Development Site Plan	1	6	7
Development Site Plan Extension Request	1	0	1
Development Site Plan Minor Modification	1	0	1
Exempt Plat	1	1	2
Final Plat	0	12	12
General Rezoning	1	0	1
Performance Guarantee Reduction	2	0	2
Performance Guarantee Release	0	9	9
Performance Guarantees New	0	3	3
Preliminary Plat Minor Modifications	1	1	2
Preliminary Plat-Major Subdivision	1	3	4
Sketch Plan	3	0	3
Zoning Letter	1	0	1
	Total Initial: 22	Total Revisions: 38	Total Plans: 60

Floodplain Development Update

Floodplain Development Permits	Floodplain Development Inspections
3	1

Other Information

Performance Guarantees

Subdivision	Number of Agreements	Total per Agreement Type	Change from Previous Month
Beckington Townhomes			
Surety Bonds	2	\$139,964.38	\$0.00
Bellamy Place			
Cash Bond	1	\$1,037,615.00	\$0.00
Bishops Ridge			
Cash Bond	1	\$14,875.84	\$0.00
Brunswick Forest			
Letters of Credit	2	\$4,049,216.50	\$0.00
Surety Bonds	19	\$10,566,477.99	\$0.00
Charleston Commons			
Cash Bond	2	\$171,460.62	\$0.00
Grand Park			
Surety Bond	2	\$895,602.23	\$0.00
Grayson Park			
Cash Bonds	3	\$50,860.15	\$0.00
Surety Bonds	7	\$1,279,544.38	\$0.00
Highland Hills Village			
Letters of Credit	1	\$56,250.00	\$0.00
Leland Corners			
Surety Bond	1	\$181,343.75	\$0.00
Mallory Creek			
Letters of Credit	1	\$92,275.00	\$0.00
Cash Bonds	5	\$329,716.69	\$0.00
Surety Bonds	9	\$2,286,584.15	-\$105,700.00
Night Harbor Dr			
Cash Bond	1	\$7,650.00	\$0.00
Pinewood			
Surety Bond	3	\$756,887.10	\$79,100.13
Savannah Branch			
Surety Bond	1	\$854,407.50	\$0.00
Seabrooke			
Cash Bond	1	\$144,035.00	\$0.00
Terrapin			
Surety Bond	2	\$109,287.50	\$32,712.50
Townes at Seabrooke			
Surety Bond	2	\$683,850.25	\$0.00
Westgate Townes			
Surety Bond	4	\$1,490,956.30	\$0.00
Total Cash Bonds	14	\$1,756,213.30	\$0.00
Total Surety Bonds	52	\$19,301,155.53	\$6,112.63
Total Letters of Credit	4	\$4,197,741.50	\$0.00
Total Performance Guarantee Sureties	70	\$25,255,110.33	\$6,112.63

Long Range Planning and Community Development Update

Staff continues to implement the Age-Friendly Strategic Plan through regional collaboration with AARP, the Cape Fear Area Agency on Aging (AAA), and Brunswick Senior Resources. The Town was awarded the AARP Community Challenge Grant to fund the installation of audible pedestrian signals at the intersection of Village Road and Northgate and Lee drives in the Gateway District. Work is anticipated to begin this summer. Staff connected with local digital inclusion and aging services providers to initiate a conversation for Leland residents surrounding digital literacy and fraud prevention. Staff and partners are currently planning a Digital Literacy Course for the fall.

Town Council adopted the CAMA Land Use Addendum to the Leland 2045 Land Use Plan to receive CAMA certification. While the Town is not required to certify its local land use plan per CAMA guidelines, a certified plan guides sustainable growth while protecting wetlands, estuaries, inland waters, and other coastal resources. Once certified by the state, Leland 2045 becomes central to the Division of Coastal Management's permitting and federal consistency decisions, meaning any proposed coastal development project must align with Leland 2045's vision and policies to be approved. The addendum includes additional Census data, information about public water and wastewater supply needs, as well as more detailed information regarding transportation, as these issues relate to population and development increases. The CAMA Land Use Addendum is currently under review with NC DEQ for official certification from the Coastal Resource Commission.

Staff continue to support NC State's Institute for Emerging Issues with the development of their state-wide digital inclusion initiative that aims for all 100 North Carolina counties to adopt a digital inclusion plan through participation in a regional steering committee. Staff attended the Brunswick County digital inclusion listening session at the Brunswick County Literacy Council in Supply. The purpose of the listening session was for service providers and municipal staff to better understand the community's digital needs and how to best close the digital divide.

Staff attended the Green Growth Network workshop in Greenville with the N.C. Wildlife Resources Commission. This workshop covered best practices for implementing the Green Growth Toolbox to bolster efforts of conserving wildlife habitats and natural resources through land use planning methods. This type of proactive planning secures benefits for communities, the future of wildlife, and the economy; helps protect working farms and forests; and ensures that development permit requirements are met ahead of time. Staff learned how to integrate conservation science, data, and other mapping tools into land use and transportation planning. The workshop covered priority species and habitats for the coastal plain of North Carolina, conservation-based land use and transportation plans, and effective conservation policies, ordinances, and incentives to encourage centralized growth patterns and avoid sprawl. Staff were also trained on the North Carolina Natural Heritage Program Data Explorer and began interpreting conservation data for the Town.

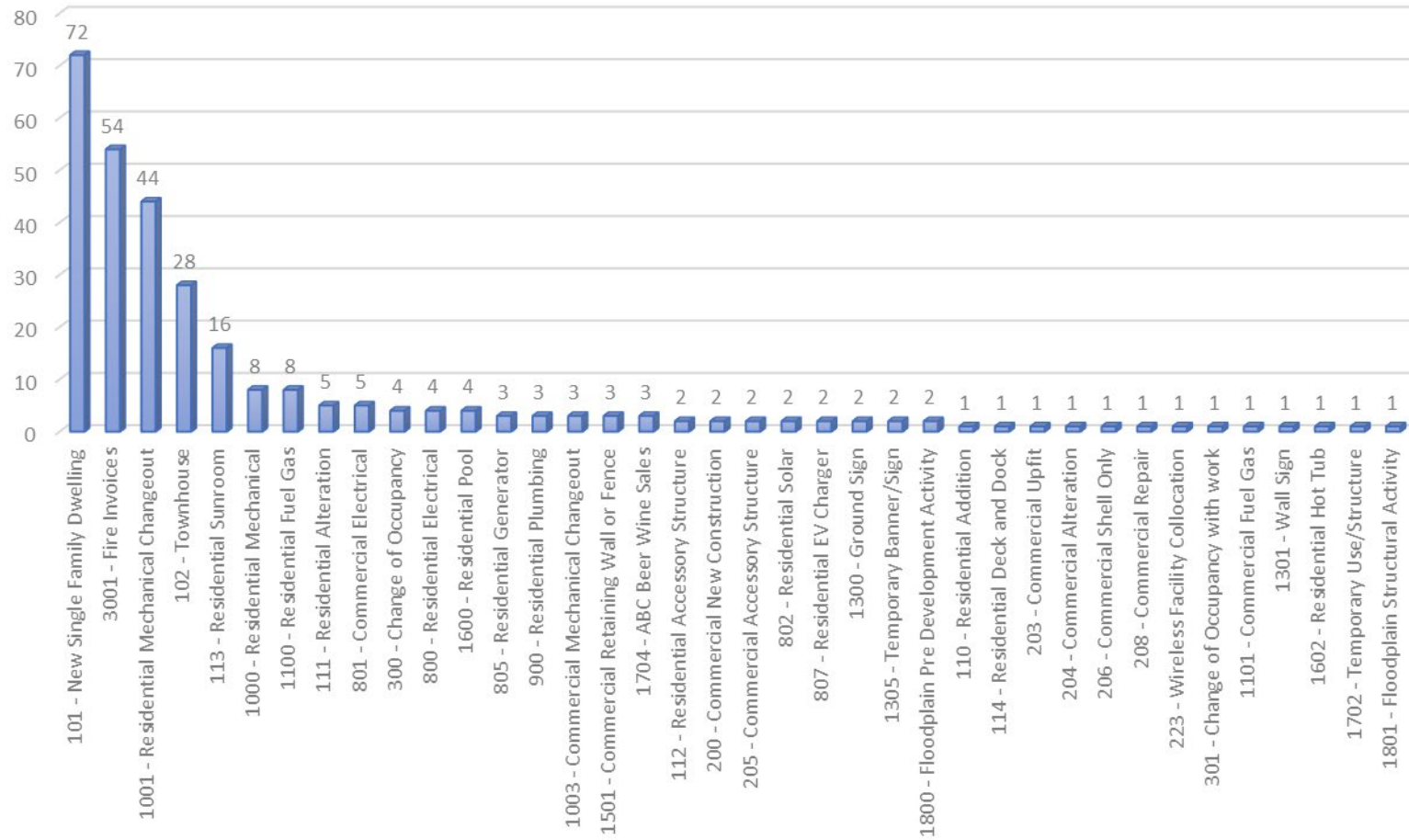
Transportation Planning Update

Staff provided a letter of support to UNC’s Highway Safety Research Center for their pursuit of an SS4A planning grant that would fund the creation of speed management plans for Leland and other municipalities in North Carolina that have adopted Vision Zero plans.

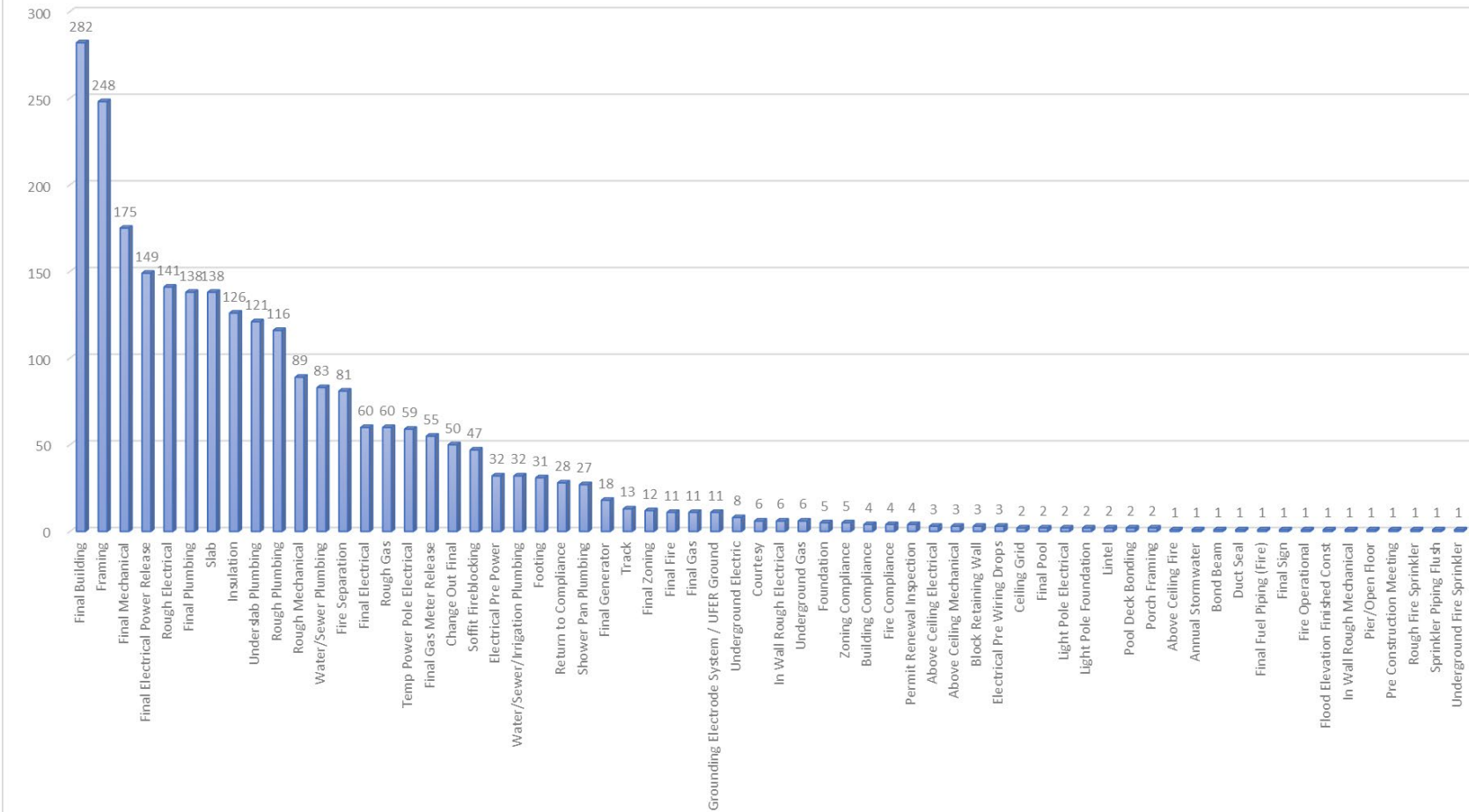
Building Permitting and Inspections Update

Total Permits Issued	Total Inspections	Total Value of Construction
296	2,532	24,853,148

Permits Issued by Type 6/1/25 to 6/30/25



Inspections Completed by Type 6/1/25 to 6/30/25



Code Enforcement Update

Case Summary

6/1 Through 6/30	Minimum Housing	Nuisance	Zoning	Vehicle	Total
Cases Carried over from May	1	3	21	0	25
Cases Opened June 2025	0	19	1	1	21
Cases Closed June 2025	0	16	0	1	17
Active Cases (Evolve) 2025	1	6	22	0	29

Department News

In June, staff met potential utility providers and prospective buyers with interests in the Leland Innovation Park to discuss ongoing activity, needs, and the opportunity of attracting Leland's target markets to the park. Staff also met with current and prospective business owners in the Gateway District to discuss opportunities to grow and establish their businesses. Staff attended the North Carolina Economic Development Association's annual conference in Wilmington where tourism, retail analysis, population growth, and national trends served as the focal areas.

New Businesses

- No new businesses were announced in June.

New Construction/Development

- No new projects were submitted to the Technical Review Committee in June.

Economic Development Committee Meeting Summary

The Economic Development Committee met on June 12 to discuss the draft Economic Development Incentive Program. The next meeting is scheduled for July 10, 2025.

Department News

The department has enjoyed a busy start to summer. The June 5 Phantom Playboys concert was a big hit, and everyone enjoyed some great music. Staff is putting final plans together for the Summer Art Market on July 19 as well as completing plans for the release of the fall schedule.

Parks and Recreation Board Summary

The Parks and Recreation Board did not meet in June. The next meeting is scheduled for July 23, 2025.

Upcoming Events

July 19, 10 a.m.-3 p.m. – Summer Art Market, LCAC

July 26, 10 a.m.-1 p.m. – Discovering Creativity through Visual Journaling, LCAC

August 2-27 – Instructor Showcase Gallery, LCAC

August 2, 10 a.m.-1 p.m. – Open House, LCAC

August 2, 10 a.m.-1 p.m. – Gallery Reception, LCAC

August 4, 9:30-11 a.m. – Birding on the Water Cruise, Wilmington

August 5-15 – Brunswick Arts Council Gallery, LCAC

August 11, 6:30-8 p.m. – Sunset Paddle, Wrightsville Beach

August 16, 11 a.m.-2 p.m., Crafty: Southern Pinecone Treasures, LCAC

August 16, 7-10 p.m. – Contra Dance, LCAC

Social Media Update

- PRCR Facebook Highlights (June 1 – 30, 2025)
 - Followers/Likes – 6,435
 - Page reach – 15,663
 - Top post (Largest reach): “Don’t miss this electrifying show! Rock, roll, and jump with The Phantom Playboys on Thursday, June 5, from 6 to 8 p.m. at the Leland Cultural Arts Center! Get ready for high-energy rockabilly and ’50s vibes that’ll keep you dancing all night.”
- LCAC Facebook Highlights (June 1 – 30, 2025)
 - Followers/Likes – 5,301
 - Page reach – 5,476
 - Top post (Largest reach): “Don’t miss this electrifying show! Rock, roll, and jump with The Phantom Playboys on Thursday, June 5, from 6 to 8 p.m. at the Leland Cultural Arts Center! Get ready for high-energy rockabilly and ’50s vibes that’ll keep you dancing all night.”
- PRCR Instagram (June 1 – 30, 2025)
 - Followers/Likes – 2,068
 - Post reach – 1,372
 - Top post (Largest reach): “Calling all Swifties – of all ages! Get ready for a night of fun at Swifties Night Out – a celebration of all things Taylor Swift! Dance to your favorite Taylor hits with a live DJ. Learn fun moves from a dance instructor. Make your own friendship bracelets to trade and wear. Whether you're in your Fearless era or your Midnights mood, this is the perfect night to shake it off and celebrate with fellow fans!”
- LCAC Instagram (June 1 – 30, 2025)
 - Followers/Likes – 2,052
 - Post reach – 333
 - Top post (Largest reach): “The Leland Cultural Arts Center has modified hours. Starting today, from June 23- 26, the LCAC will be open from 9 a.m.-5 p.m. The facility will be closed June 27 through July 5.”

Department News

In June, the Town welcomed six new employees including one Captain in the Fire/Rescue Department, four Police Officers, and one part-time Recreation Assistant. Three employees ended their service with the Town. The department is working to plan and confirm the upcoming fiscal year employee appreciation and recognition events to align with the new fiscal year. A successful employee training on benefits and leave was held before the June Employee Forum. The recruitment process continues for new positions approved in the FY25-26 budget, with a great pool of applicants being considered.

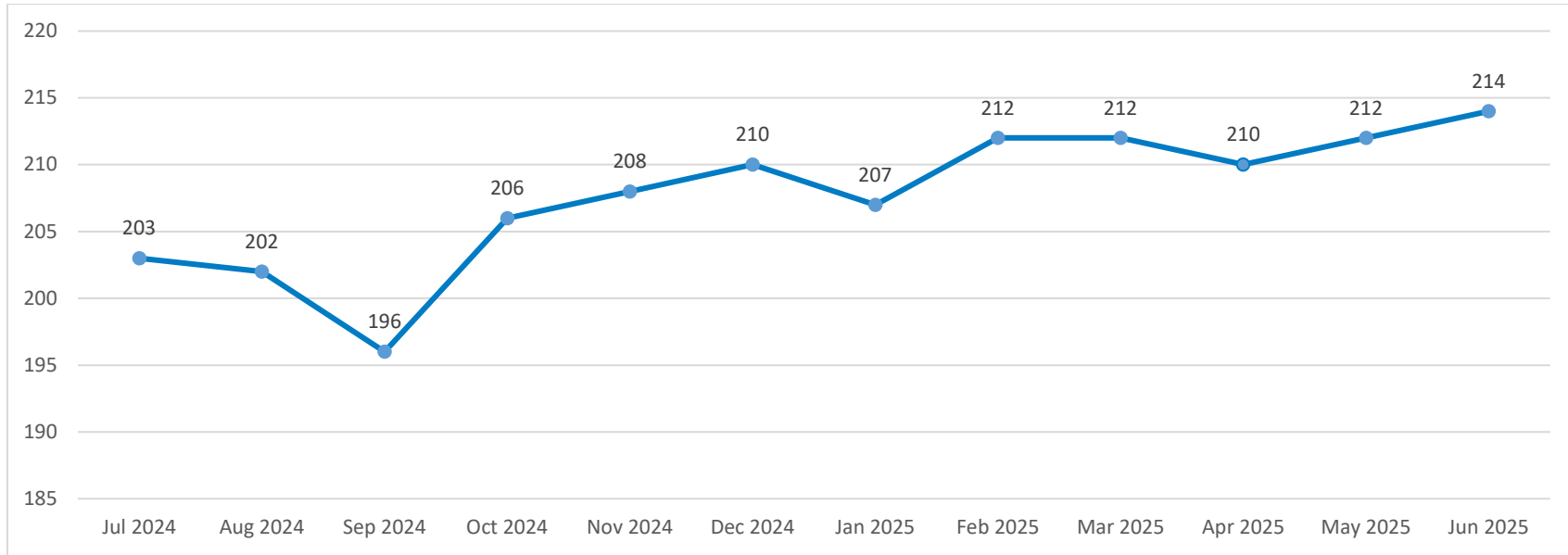
Personnel Updates

Name of Employee	Department	Type of Change	Date of Change	Position Title	From Position	To Position
Holly Martin	Police Department	Termed	6/4/2025	Senior Police Officer		
Zachary "Trey" Shipp	Fire/Rescue Department	New Hire	6/9/2025	Fire/Rescue Captain		
Sam Blobe	Police Department	Termed	6/13/2025	Master Police Officer		
Jonathan Kazee	Police Department	Termed	6/20/2025	Police Sergeant		
Vincent Bongiorno	Police Department	New Hire	6/23/2025	Police Officer		
Jason Clemente	Police Department	New Hire	6/23/2025	Police Officer		
Bradley Greenier	Police Department	New Hire	6/23/2025	Police Officer		
Devin Williams	Police Department	New Hire	6/23/2025	Police Officer		
Shea Duncan	Parks, Recreation, and Cultural Resources	New Hire	6/23/2025	PT - Recreation Assistant		

Workers Comp Data June 2025

Number of Incidents	Loss Time (Y or N)	Brief Description of Incident and Injury/Illness
1	N	Left pinky finger injury
1	N	Right finger laceration

Headcount (FT and PT Employees) July 2024 – June 2025



Headcount ⓘ
214
 As of June 2025

Hired ⓘ
47

Termed ⓘ
34

Growth Rate ⓘ
6.5%

Turnover Rate ⓘ
16.4%

Average Tenure ⓘ
4.2
 (Years)

Terminations include voluntary and involuntary separations of employment.

Department News

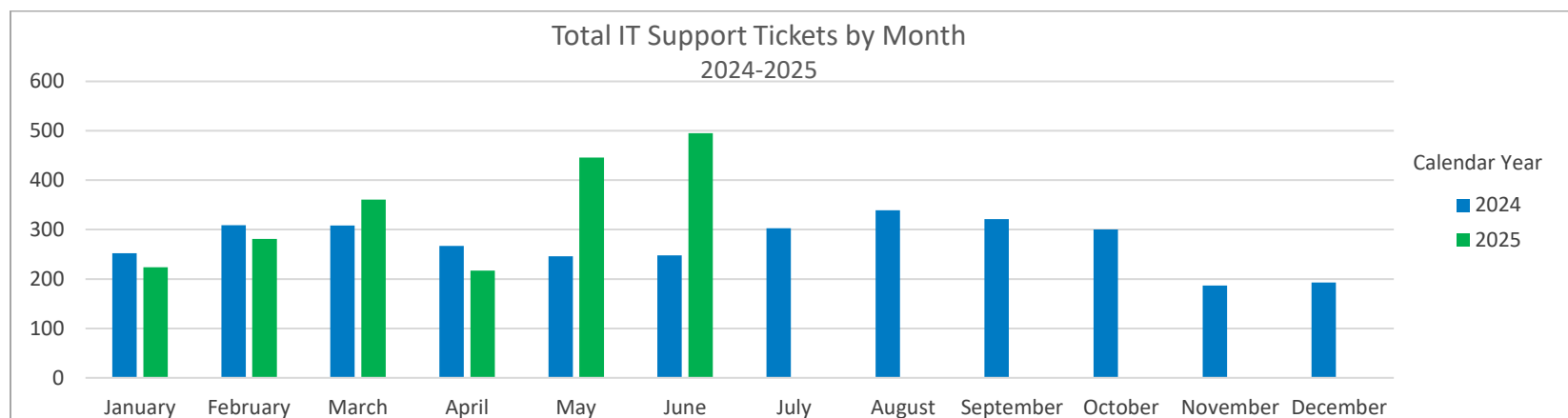
Mr. Thomas attended Critical Incident Stress Management training as an opportunity to learn and understand techniques that can be used to improve employee wellness.

Major Work Priorities

- Town Hall Expansion and Renovation Access Control and Network Equipment: Staff are coordinating with vendors to oversee installation of door access control and network equipment in new areas of Town Hall.
- Planning for Hardware Procurement: Staff are in the requirements gathering and planning phase for purchasing new end user workstations and server infrastructure in the coming months.
- Website Platform Evaluation: Staff are assessing various website platforms to identify the appropriate solution for improving the Town’s web-based communications.

Projects Completed

- 11 employees onboarded/offboarded
- Street Data Verification: Staff have created reports for the Brunswick County Board of Elections that provide validation for voter addresses within Leland municipal limits.
- Purchase Requisition Automation: Staff have worked with the Finance Department to develop automation workflow that brings efficiencies to the purchasing process.



Town Clerk's Office

Mayor Bozeman and Parks and Recreation Board Chair Scott Hennis signed letters of support for the T-Mobile Hometown Grant Program for the purpose of seeking funding for the installation of public art in Founders Park.

Mayor Bozeman signed a letter of support for the 2025 Brunswick Heritage Riverside Ride, scheduled for September 27. Hosted by the WMPO, the 16-mile bike ride will follow the Gullah Geechee Cultural Heritage Corridor from Phoenix Park in Navassa to Belville Riverwalk Park and back.

As NCAMC President, Sabrena Reinhardt submitted the President's Message and other supporting documents for the [June 2025 NCAMC Newsletter](#), and organized and facilitated the virtual June 13 North Carolina Association of Municipal Clerks quarterly Board meeting.

Ms. Reinhardt played a key role in organizing and facilitating the Cape Fear Region Clerks Education Session, held on June 26 and hosted by the Town of Leland. Focused on "The Role of the Municipal Clerks in Effective Governance," the session brought together clerks, deputy clerks, and mayors. Mayor Bozeman served on the four-person Mayors Panel, offering insights on how clerks support effective meetings, public records compliance, and transparent governance. Their involvement highlights Leland's dedication to clerk education, collaboration, and strong local leadership.

The Town Council held a second Special Meeting on June 5 to conduct interviews with applicants for various Town Boards and Committees. During the Regular Council Meeting on June 19, Council voted to make the following appointments:

- **Board of Adjustment:** Abby Lorenzo, Alan Kerry, and Councilmember Bill McHugh
- **Economic Development Committee:** Heather McWhorter, Jozy Raven, and Molly Smith
- **Planning Board:** Barbara Akinwole, Alan Kerry, Mike Panek, and Cody Watkins

These appointments reflect Council's continued commitment to community engagement and effective governance through active Board and Committee participation.

Work Priorities

- The Town Clerk published meeting agendas and prepared minutes for the following meetings:
 - June 2 Leland TDA Meeting
 - June 5 Special Council Meeting
 - June 10 Board of Adjustment Meeting (Canceled)
 - June 12 Economic Development Committee Meeting
 - June 16 Agenda Council Meeting

- June 16 Closed Session Meeting
- June 19 Regular Council Meeting
- June 24 Planning Board Meeting

- Action Items:
 - Budget Amendments – 2
 - Budget Ordinances – 0
 - Minutes – 7
 - Agendas – 6
 - Resolutions – 12
 - Ordinances – 1
 - Proclamations – 0
 - Presentations – Fiscal Year Grant Overview Presented by Sam Cook, Grant Manager
 - Public Hearing Notices for the Council Meetings – 1
 - Current Board/Committee Vacancies: Parks & Recreation Board Student Representative (2)
 - Board/Committee Appointments – At the June 19 Regular Council Meeting, the Council made the Board and Committee appointments whose terms begin on July 1, 2025.

Government Portal (iCompass) Transparency Update

- Portal Visits – 3,270
- Portal Unique Visits – 2,511
- Leland TDA Special Meeting June 2 Agenda Views – 145
- Special Council Meeting June 5 Agenda Views – 196
- Economic Development Committee Meeting June 12 Agenda Views – 275
- Board of Adjustment Meeting June 10 Agenda (Canceled) Views – 42
- Agenda Council Meeting June 16 Agenda Views – 295
- Regular Council Meeting June 19 Agenda Views – 573
- Planning Board Meeting June 24 Agenda Views – 337
- June 2025 Monthly Staff Reports – 51