



## DC AND FRANCES LINN PARK COMMITTEE

Monday, June 23, 2025 at 6:00 PM

Landis Board Room

### MINUTES

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PLEASE SILENCE ALL CELL PHONES

#### 1. INTRODUCTION:

##### 1.1 Call Meeting to Order

Madam Chair Michelle Gray called the meeting to order at 6:01 PM.

##### 1.2 Determination of Quorum

**Present:** Madam Chair Michelle Gray, Member Katie Sells, Member David Sells, Member Tony Corriher, Member Meredith Bare Smith left at 6:30pm, Member Randall Peterman, Member Dannon Webster, Member Jessica St. Martin, Member John Hall

**Absent:** Leanne Freeze

**Employees Present:** Town Manager Michael Ambrose, Planning Technician/Deputy Clerk Angie Sands

##### 1.3 Pledge of Allegiance

Madam Chair Michelle Gray led those in attendance to the Pledge of Allegiance

##### 1.4 Recognitions and Acknowledgements

##### 1.5 Adoption of Agenda

**A MOTION WAS MADE TO ADOPT THE AGENDA AS PRESENTED BY JOHN HALL, SECONDED BY KATIE SELLS, MOTION PASSED UNANIMOUSLY (9-0)**

#### 2. APPROVAL OF MINUTES FOR MEETING(S):

##### 2.1 Consider Approval of May 19, 2025, Meeting Minutes

**A MOTION WAS MADE FOR APPROVAL OF MAY 19, 2025, MEETING MINUTES BY JESSICA ST. MARTIN, SECONDED BY JOHN HALL, MOTION PASSED UNANIMOUSLY (9-0).**

### **3. NEW BUSINESS:**

#### **3.1 Consider Discussion of Lighting Package for Phase 1 Construction**

Madam Chair Michelle Gray stated that this item was tabled from the May 19, 2025, meeting. Town Manager Michael Ambrose met with the Electrical Engineers for the town, and he stated that the globe lights that are uptown we could still get those type lights for the park. They do make a shade that would keep the lighting from shining into the houses across the street. This shield would go on the inside and not be noticeable. The lighting would be consistent with the park and tie into the lighting on North and South Central.

Town Manager Michael Ambrose stated that Chapel Street Baptist donated six (6) lights that look similar to the ones uptown. We can bring those for everyone to see.

Katie Sells added that as long as we have the correct shading that is all that really matters.

Madam Chair Michelle Gray stated that the Town of Landis would provide the globe lights to match what is downtown, the lights would have shades on the street side in front of the residence on the back side of Chapel.

**A MOTION WAS MADE TO RECOMMEND THE LIGHTING PACKAGE WITH THE SHADE TO THE BOARD OF ALDERMAN BY KATIE SELLS, SECONDED BY JOHN HALL, MOTION PASSED UNANIMOUSLY (9-0).**

#### **3.2 Consider Discussion of Member Resignation**

**A MOTION WAS MADE BY JOHN HALL, SECONDED BY KATIE SELLS TO ACCEPT THE RESIGNATION OF MEMBER SUMMER FAW, MOTION PASSED UNANIMOUSLY (9-0).**

#### **3.3 Consider Approval of Ad Proof for the Rowan County Chamber of Commerce Display for DC & Frances Linn Park**

Madam Chair Michelle Gray gave a brief overview of how Rowan Chamber of Commerce would be helping with marketing for the DC and Frances Linn Park.

Member Jessica St. Martin stated that she received an email from Rowan Chamber of Commerce before the meeting apologizing for the delay, but they were working on some final edits on the add and they would be sending it over as soon as they finished.

Madam Chair Michelle Gray asked when their campaign was intended to begin.

Town Manager Michael Ambrose stated that the town was given leeway with the deadline due to the digital team not being at full capacity.

Madam Chair Michelle Gray asked if Member Jessica St. Martin could share what information she may have that was included.

Member Jessica St. Martin stated that they had the images from the groundbreaking the QR code which takes you to the foundation site, the renderings.

Town Manager Michael Ambrose stated it would stay up all year long and the cost is \$544 per year.

Madam Chair Michelle Gray asked how the committee would respond since the edits were not complete in time for the deadline.

Member John Hall asked if the committee could designate someone to approve in their absence.

Town Manager Michael Ambrose stated sure you can nominate someone.

Member Meredith Bare Smith stated that ultimately the Board of Alderman would approve it by July 14, 2025.

Town Manager Ambrose stated that the option would be to have a special called meeting before July 14, 2025.

The members discussed amongst themselves on how they wanted to proceed.

**A MOTION WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL, TO DESIGNATE JESSICA ST. MARTIN TO BE THE MEMBER TO MAKE THE FINAL DECISION ON THE MARKETING THAT THE ROWAN CHAMBER OF COMMERCE CREATES. MOTION PASSED UNANIMOUSLY (9-0).**

#### **4. OLD BUSINESS:**

##### **4.1 Consider Discussion of the Order of Phase 1 Construction**

Town Manager Michael Ambrose stated this item was tabled from the May meeting in order to get more parking on the E. Garden side.

Mr. Burgin gave a brief overview of parking with 18 spaces. They drew it diagonally and with straight on spaces and we were able to get the same number of spaces both ways.

Madam Chair Michelle Gray stated that the committee had discussed the drawback in making that traffic one way would be the emergency vehicles. Is that still an issue.

Town Manager Michael Ambrose stated it would limit which way they could go.

Member Meredith Bare Smith stated that would mess up the First Reformed Church traffic for Preschool pick up.

Madam Chair Michelle Gray added that the reason it was suggested was for ease on that side in particular is the children's side, and parking at an angle would be easier to get strollers etc. out of the back. People do prefer to park at an angle rather than parallel park.

Mr. Bergin added that if diagonally changed the number of spaces they would have drawn it that way, but it doesn't, and it keeps us from changing the direction of traffic. We will also have 10 additional parking spaces on the Ryder side.

**A MOTION WAS MADE TO RECOMMEND TO THE BOARD OF ALDERMEN ADDING 10 ADDITIONAL SPACES ON THE RYDER AVENUE SIDE OF THE PARK AND CHANGING THE PARKING FROM PARALLELL PARKING TO PULL IN PARKING ON THE GARDEN STREET SIDE BY JOHN HALL, SECONDED BY RANDALL PETERMAN, MOTION PASSED UNANIMOUSLY (8-0).**

##### **4.2 Consider Discussion of Parking and Fence Work Around the Park**

Town Manager Michael Ambrose stated that the recommendation is to put up the fencing that needs to happen and leave a big enough gap knowing that more fencing would be coming in later. Put up a construction gate to be utilized, because this will be utilized for at least five to 10 years. My recommendation is to go ahead and fence that in as the construction entrance on N. Chapel.

Member John Hall asked why he chose Chapel Street.

Town Manager Ambrose stated that it must be a state-maintained road, and there is already an apron there.

**A MOTION WAS MADE TO RECOMMEND TO THE BOARD OF ALDERMEN TO DO 100% FENCING IN THE FIRST PHASE WITH THE EXCEPTION OF HAVING AN ACCESS GATE PUT IN FOR CONSTRUCTION ON THE STATE MAINTAINED ROAD ON CHAPEL STREET, BY RANDALL PETERMAN, SECONDED BY JOHN HALL. MOTION PASSED UNANIMOUSLY (8-0).**

**4.3 Consider Discussion of Updates from Ramsay, Burgin, Smith Architecture Inc**

Mr. Burgin stated they are just drawing, and the electrical is close to being finished. We will have the civil work done shortly. The plumbing and mechanical will come along as we get those buildings drawn. Then it will just be a matter of how much you want to build.

**4.4 Consider Discussion of Updates from DC & Frances Linn Park Foundation**

Madam Chair Michelle Gray gave a brief overview of the DC & Frances Linn Park Foundation updates.

**5. CLOSING:**

**5.1 Committee Comments**

The committee discussed amongst themselves brick sales and maybe purchasing bricks and having an area where they will be kept together.

**5.2 Motion to Adjourn**

**A MOTION TO ADJOURN WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL, MOTION PASSED UNANIMOUSLY (8-0).**

Respectfully Submitted,

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Angie Sands, Deputy Town Clerk