



DC AND FRANCES LINN PARK COMMITTEE

Tuesday, April 14, 2026 at 5:30 PM

Landis Board Room

MINUTES

PLEASE SILENCE ALL CELL PHONES

1. INTRODUCTION:

1.1 Call Meeting to Order

Madam Chair Michelle Gray called the meeting to order at 5:37 PM.

1.2 Determination of Quorum

Members Present: Chair Michelle Gray, Member Randall Peterman, Member Katie Sells

Members Absent: Member David Sells, Member John Hall

Staff Present: Town Manager Michael Ambrose, Deputy Clerk Angie Sands, Dannon Webster Parks and Rec Coordinator

Others Present: Alderman Tony Corriher

1.3 Pledge of Allegiance

Madam Chair Gray led those in Attendance to the Pledge of Allegiance

1.4 Recognitions and Acknowledgements

Town Manager Ambrose Acknowledged that the town did have a new Deputy Clerk / Assistant to the Town Manager Tori Martin that will be coming on board this week.

1.5 Adoption of Agenda

A MOTION WAS MADE BY MEMBER RANDALL PETERMAN TO ADOPT THE AGENDA AS PRESENTED, SECONDED BY MEMBER KATIE SELLS, MOTION PASSED BY UNANIMOUS VOTE (3-0).

2. APPROVAL OF MINUTES FOR MEETING(S):

2.1 Consider Approval of March 10, 2026, Meeting Minutes

A MOTION WAS MADE BY MEMBER KATIE SELLS, SECONDED BY MEMBER RANDALL PETERMAN TO APPROVE THE MARCH 10, 2026, MEETING MINUTES AS WRITTEN, MOTION PASSED BY UNANIMOUS VOTE (3-0).

3. NEW BUSINESS:

3.1 Consider Discussion of Infrastructure Updates

Madam Chair Gray asked if the stump grinding was being done.

Parks and Rec Coordinator added that all the small stumps had been removed. The bigger ones will require larger equipment to remove those.

Madam Chair Gray wanted to thank Parks and Rec Director Jessica St. Martin for using some of her budget to take care of the small stump removal. Can we request that she have quotes ready for us next meeting to recommend to the Board of Aldermen for the next meeting.

Manager Ambrose added that the Town did have certified operators that could do that. We have force count labor, and what that means is the town budget pays for the employees to do the work, and the town Passive Park fund pays for the rental of the equipment.

Madam Chair asked if we could get those quotes for the equipment rental for next meeting so that we could recommend those to the next Board meeting.

Manager Ambrose expressed that it would go on the June meeting for Board of Aldermen due to the fact of the DCFL Park meeting being the day after the Board of Aldermen meeting.

Madam Chair Gray asked if we could just let Director St. Martin present the quotes to the Board of Aldermen and not have to come to DCFL Park Committee for recommendation.

Manager Ambrose stated that the recommendation would have to come from the DCFL Park Committee. If the quotes are on the June Board meeting, they would have to be completed by June 30, 2026, due to the budget year beginning July 1, 2026. You could call a Special Called Meeting to get the recommendations to the Board for the May meeting. Is there a time you could meet.

Madam Chair Gray asked if we could process these quotes to get them on the May Agenda for the Board that would be most excellent.

A MOTION WAS MADE BY MEMBER KATIE SELLS, SECONDED BY MEMBER RANDALL PETERMAN TO HAVE A MEETING ON WEDNESDAY APRIL 29, 2026, AT 5:30 PM TO DISCUSS THE QUOTES FOR THE STUMP GRINDING EQUIPMENT RENTAL AND ALSO PRICING FOR THE PARK MERCHANDISE AND COLORS OF THE T-SHIRTS. MOTION PASSED BY UNANIMOUS VOTE (3-0).

4. OLD BUSINESS:

4.1 Consider Discussion of Updates from Ramsay, Burgin, Smith Architecture Inc

Madam Chair Gray stated that she spoke with Mr. Burgin and we are on track with the schedule that we received from him last meeting. There was some discussion that Mr. Burgin had received an email and thought that he was being terminated from the project.

Manager Ambrose clarified that the email stated I know that your firm is busy, should we be looking for other firms to maybe do portions of the work. It was NOT a termination.

Manager Ambrose stated that the fence RFP should be on the street already if not it will be shortly. We will at least have that fencing to keep people from parking in the field.

Member Randall Peterman brought up discussion of the issue with the county. He asked if there was an obstacle with the county and getting the permits.

Manager Ambrose stated that he didn't know that it was an obstacle there. I believe the county is still waiting for civil plans.

Madam Chair Gray stated the county has been consistent saying the same thing over and over again. I think the architect thinks he doesn't need to have the full civil plans due to just buildings being moved and no water being run to them, however, the county says yes, we understand that but there will be running under those buildings, you can't put buildings down and then run lines under them.

Manager Ambrose stated that it was just part of the confusion. The other part is we have different phases and the county wants everything.

4.2 Consider Discussion of Updates from DC & Frances Linn Park Foundation

Member Katie Sells stated that she had questions for the Foundation. Do we know for sure the taxes have been filed. Has anyone seen paperwork.

Madam Chair Gray stated that the Committee was told the paperwork was turned over to the accountant to file taxes at the last park meeting.

Member Katie Sells asked if the Foundation had any meetings.

Deputy Clerk Angie Sands stated that Foundation Chair Ryan Nelms messaged her that he didn't have any updates for this meeting and he needs to have a meeting next week, but he needed to figure that out.

Member Katie Sells stated that Ryan had said for a few months that he needs to have a meeting and it didn't happen and he was in violation of the 501C3 rules.

Madam Chair Gray stated that holding on to money that was specifically given to the park that's not being discussed or fundraised or marketed. We'd like to partner. Are there things as a committee that we can require because the partnership had to be divided. The 501C3 still must come to the board to spend that money, but there's no development and as a committee that wants to see this park built and move forward. Grants are not being applied for or discussed because they're not even having meetings. What kind of responsibility do we have to make sure that it functions in a healthy way because that money was given for the park, and we are not over it, what is our responsibility to see that it's handled well.

Member Randall Peterman added that he didn't think that DCFL Committee had any legal authority to do anything. They are volunteers but they signed up and agreed, so again it's a reflection on them and their commitment as well as ours. I don't know what the solution is.

Madam Chair Gray asked Deputy Clerk Angie Sands if she could meet with Manager Ambrose to see what the requirements for the foundation to the Town of Landis and the community so that we can have him navigate that relationship. I would like some clarity if we should be doing something what that might be. I am a grant writer, and I would donate my time to help them if needed. Are there nonprofits that never have an annual meeting, yes, are they effective, no. How can we solve the stagnation. We want to help them and we as the Park Committee can volunteer to do that.

4.3 Consider Discussion of Park Benches Ordered for Display

Parks and Rec Coordinator Dannon Webster gave a brief overview of the park bench samples. She gave confirmation that the samples had been shipped and we should be receiving them this week to place at the park for 125 Anniversary Celebration.

4.4 Consider Discussion of Funds Requested from Board of Aldermen for Park Merchandise

Parks and Rec Coordinator Dannon Webster stated that the Board of Aldermen had approved the purchase of the Park Merchandise. The DCFL Committee will need to discuss pricing for each item that will be sold and send it to the board for approval.

Madam Chair Gray asked if we could use the same pricing guidelines that the town used for pricing the 125 merchandise.

Parks and Rec Coordinator Dannon Webster also asked if they had colors for the T-shirts that they wanted.

Madam Chair Gray asked if Parks and Rec Director St. Martin could get us some colors to look at with the pricing guide and they could make a decision then.

Parks and Rec Coordinator Webster added the DCFL survey has been completed, and a digital draft was sent of the recombination plat. Director St. Martin is waiting on the hard copy of that plat for us to file.

Parks and Rec Coordinator Webster asked if any of the DCFL Committee Members would be working at the 125 Celebration.

Madam Chair Gray stated that she would be here for that and asked for a time schedule.

Parks and Rec Coordinator Webster stated that they could set up by 3:00 PM. You will be close to the Police Department on May 2nd.

**4.5 Consider Discussion to Follow up on South Rowan High School
Masonry Class Request for a Redesign of the Sign at Corner of
Chapel & Ryder**

Madam Chair Gray stated that the Board of Aldermen did not approve the class to do the sign at this time. The Board stated that they didn't even know what they wanted the sign to look like. This is surprising to me and I made sure to catch up with them afterwards and let them know that our architect is using the renderings that the Board approved with the designs of the signs when they were on this committee and as a board approved the renderings. Unless they want a different design for park they already approved, they might want to hustle up and let us know because we are not going to pay the architect to do that. The Board of Aldermen asked if I could possibly come to a work session and I have not heard anything else about that. What they proposed is that Mr. Yow design a sign and make it larger and angle it the way that the one at Ryder and Chapel is and have the smaller sign at the front as is on the renderings. I think that's a great idea.

5. UPCOMING EVENTS:

5.1 Upcoming Events

6. CLOSING:

6.1 Motion to Adjourn

A MOTION WAS MADE TO ADJOURN MEETING AT 6:35 PM BY MEMBER KATIE SELLS, SECONDED BY MEMBER RANDALL PETERMAN, MOTION PASSED BY UNANIMOUS VOTE (3-0).