



November 28, 2023

Mr. Michael Ambrose, Town Manager  
Town of Landis  
P. O. Box 8165  
Landis, North Carolina 28088

**SUBJECT: 2024 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)**

Dear Mr. Ambrose,

Each year the North Carolina Department of Transportation (NCDOT) requires the MPO to supply a list of current TAC and TCC representatives along with their alternates. At present, Mrs. Meredith Bare Smith is the appointed member and Mr. Ashley Stewart serves as alternate to represent the Town of Landis on the TAC. Mr. Joe Halyburton is currently the TCC representative and Mr. Brian Brown currently is serving as alternate. Please notify the MPO as to who will serve in 2024 as your designated appointees to the TAC (elected official only), as well as the TCC (staff) appointee and alternate. The TAC and TCC appointees must be available to attend regular monthly meetings and also participate on regional transportation planning committees. Attendance at the meetings is critical to the success of our planning efforts and to bring information back to their respective communities. A schedule of the meetings will be sent to your designated representative as soon as their information is made available to us.

As the current TAC members are aware, there is a requirement to serve as a member or alternate of the TAC. TAC members are subject to provisions of the NC State Government Ethics Act, Chapter 138A of the NC General Statutes. There are two specific requirements: 1) State of Economic Interest (SEI) application, and 2) Real Estate Disclosure Form. Current MPO TAC members and their alternate must electronically file their SEI and Real Estate Disclosure Form annually by April 15<sup>th</sup>. This information can be found at <https://ethics.nc.gov/seis/electronic-filing>. Go to Statement of Economic Interest and click on MPO/RPO filers. Any representative or alternate new to the TAC must file during the first week of January 2024. Please alert your TAC representatives of this requirement when making your selections.

Please provide current contact information for your selected individuals to include mailing address, telephone number, fax number and e-mail address to Connie Cunningham at the CRMPO office by January 5, 2024. Please email your information to [ccunningham@mblsolution.com](mailto:ccunningham@mblsolution.com).

Thank you for your attention to this matter.

Sincerely,

*Phil Conrad*

Phil Conrad  
Cabarrus Rowan MPO Executive Director