



**February 9, 2026**  
 Stallings Government Center  
 321 Stallings Road  
 Stallings, NC 28104  
 704-821-8557  
[www.stallingsnc.org](http://www.stallingsnc.org)

## Town Council Agenda

	Time	Item	Presenter	Action Requested/Next Step
	7:00 p.m.	Invocation Pledge of Allegiance Call the Meeting to Order	David Scholl, Mayor	NA
	7:05 p.m.	Special Presentation <i>NCLM Law Enforcement Risk Review Award</i>	Dennis Franks, Police Chief	NA
	7:10 p.m.	Public Comment	David Scholl, Mayor	NA
1.	7:15 p.m.	Consent Agenda A. Minutes from the following meetings: (1) 01-12-2026 (2) 01-12-2026 – Closed – 1 of 2 (3) 01-12-2026 – Closed – 2 of 2 B. Microsurfacing Contract	David Scholl, Mayor	Approve Consent Agenda
2.	7:17 p.m.	Reports A. Report from Mayor B. Report from Council Members/Town Committees C. Report from Town Manager/Town Departments	Council and Staff	NA
3.	7:25 p.m.	Agenda Approval	David Scholl, Mayor	Approve agenda as written
4.	7:30 p.m.	RZ25.10.01 A. Stevens Schultz Ln General Rezoning B. Statement of Consistency and Reasonableness	Katie King, Sr. Planning Tech.	Approve/deny rezoning
5.	7:40 p.m.	CRTPO Bicycle and Pedestrian Project Funding and Prioritization	Kevin Parker, Eng. Director	Information and possible action
6.	7:55 p.m.	Ensuring Townwide Representation on Stallings Boards and Committees ( <i>Scholl</i> )	David Scholl, Mayor	Discussion and possible action
7.	8:05 p.m.	Planning Board Application Consideration	Erinn Nichols, Asst. Town Mgr.	Consider appointment
8.	8:10 p.m.	Travel Policy	Alex Sewell, Town Manager	Adopt policy

9.	8:20 p.m.	Annual Retreat Priorities Report	Alex Sewell, Town Manager	Approve report
10.	8:40 p.m.	Adjournment	David Scholl, Mayor	Adjournment

**MINUTES OF TOWN COUNCIL MEETING  
OF THE  
TOWN OF STALLINGS, NORTH CAROLINA**

The Town Council of the Town of Stallings met for its regular meeting on January 12, 2026, at 7:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor David Scholl; Mayor Pro Tempore Brad Richardson; Council Members Steven Ayers, Mike Couzens, Graham Hall, Jon Van de Riet, and Laurie Wojtowicz.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Max Hsiang, Planning Director; Kevin Parker, Engineering Director; June Rappe, Stormwater Manager; Jessie Williams, Finance Officer; and Melanie Cox, Town Attorney.

Invocation, Pledge of Allegiance and meeting called to order

Mayor David Scholl welcomed everyone to the meeting and Council Member Ayers delivered the invocation. Mayor Scholl then led the Pledge of Allegiance and called the meeting to order.

Special Presentation

*Police Life Saving Award*

Police Chief Dennis Franks presented the Life Saving Award to Ofc. Jacob Grimes for saving a life to a dog bite victim who had been left alone severely bleeding by transporting the victim to hospital.

Public Comments

Clarence Alsobrooks, Jr., Council Member in Indian Trail, stated that his comments were his own opinions and not those of the Indian Trail Council. He stated he grew up in Indian Trail and hoped that Stallings and Indian Trail could work together more in the future.

1. Consent Agenda

A. Minutes from the following meetings:

(1) 12-08-2025

B. Amended Budget Ordinance 10 – Council Travel Expenses and NCLM Mayors Association Dues

C. Panic Buttons

(1) Approval of Installation

(2) Amended Budget Ordinance 8

D. Traffic Ordinance Amendment Prohibiting Use of More than One Parking Spot

Council Member Richardson made the motion to approve the Consent Agenda as presented. The motion passed by a unanimous vote of Council after a second from Council Member Ayers. *Amended*

*Budget Ordinance 10 – Council Travel Expenses and NCLM Mayors Association Dues; Amended Budget*

*Ordinance 8 – Panic Buttons; and Traffic Ordinance Amendment Prohibiting Use of More than One Parking Spot* is attached to these minutes and therefore incorporated herein.

## 2. Reports

### A. Report from Mayor

Mayor Scholl reported that he met with several citizens on individual projects. He also met the President of Sell Ethics which was building a new location in Stallings.

### B. Report from Council Members/Town Committees

Council Member Hall had no report.

Council Member Couzens reported that he enjoyed the Staff holiday party and that he and Council Member Van de Riet attended a resident meeting about the Stevens Village project.

Council Members Van de Riet, Wojtowicz, Richardson and Ayers had no reports.

### C. Report from Town Manager/Town Departments

Town Manager Sewell reported the following:

- Thanked the staff for the Staff Holiday Party
- Budget Line Items Transfer List – The *December 2025 Budget Line Item Transfer List* is attached to these minutes and therefore incorporated herein.
- Council team building exercise opportunity was available with the Matthews Police Department simulator.
- Staff was working on the Town Campus appearance both on the grounds and the interior of the buildings.

## 3. Agenda Approval

Town Manager Sewell explained that the developer for Agenda Item 5, *CZ25.02.01 – Mill Creek*, had requested that the discussion for that item be moved up prior to Agenda Item 4, *Annexation 58 – Mill Creek*. Council Member Wojtowicz made the motion to approve the Agenda as presented by Staff. The motion was seconded by Council Member Van de Riet and passed unanimously.

## 4. Annexation 58 – Mill Creek

### A. Public hearing

Mayor Scholl opened the public hearing. Assistant Town Manager Nichols explained this was an annexation request for a 12.571-acre parcel on Hwy. 74 near the Cook-Out and Starbucks in Indian Trail. No one was present to speak at the public hearing. Mayor Scholl then closed the public hearing.

B. Ordinance to Extend

Council discussed the possible annexation into the Town of Stallings. Lisa Thompson, Moore & VanAllen representing the developer, explained that they would like to present the Council the rezoning information for the project prior to the annexation vote. Council Member Richardson made the motion to deny the annexation which was seconded by Council Member Wojtowicz. The motion was passed by a 5 to 1 vote with Council Member Ayers opposing.

Council discussed its options for the item and the process. Council Member Wojtowicz made the motion to suspend the rules, seconded by Council Member Hall which passed unanimously, followed by a motion to go into closed session pursuant to NCGS 138-381.11(a)(3) seconded by Council Member Hall. That motion passed unanimously.

*Council recessed into closed session at 7:33 p.m. and reconvened into open session at 7:52 p.m.*

Council Member Hall made the to motion to reconsider the vote on the Annexation 58 – Mill Creek. The motion was passed unanimously after a second from Council Member Van de Riet.

Council Member Hall made the motion to approve Annexation 58 – Mill Creek to which Council Member Couzens seconded. Council passed the motion unanimously.

5. CZ25.02.01

A. Mill Creek

Mayor Scholl opened the public hearing. Planning Director Max Hsiang explained this was a conditional zoning for the parcel that Council just annexed into the Town off of Hwy 74. The proposed development included:

- A multi-family residential community with 300 units (reduced from 324).
- A 6,000 sq ft commercial building along the frontage (new addition to CZ).
- A 12-ft multi-use path provided along the frontage (new addition to CZ).

Staff recommended approval of CZ25.02.01 with condition that the site plan include the commercial component.

Justin Houston, developer with Moore & VanAllen, stated that Moore & VanAllen was formally withdrawing the rezoning application for CZ25.02.01 and requested the Council reconsider the annexation vote for Annexation 58 – Mill Creek to reverse it.

Council Member Ayers made the motion to suspend the rules. The motion was passed unanimously by the Council after a second from Council Member Hall.

The motion was made by Council Member Hall to reconsider the vote on Annexation 58 – Mill Creek to not approve the annexation. Council Member Van de Riet seconded the motion to which Council approved unanimously.

No one was present to speak at the public hearing on this matter. Mayor Scholl then closed the public hearing.

B. Statement of Consistency and Reasonableness

*This item was not heard due to the withdrawal of Agenda Item 5.A., CZ25.02.01 – Mill Creek.*

6. Cameras

A. CRIME Program Camera Additions

Chief Dennis Franks reminded the Council that during the FY24-25 budget process, the Town Council approved funding for the Police Department to create and implement a new C.R.I.M.E. program. The C.R.I.M.E program (Crime Reduction and Investigative Monitoring Equipment) was implemented in 2025 with the initial approval of five sites, including licensing for ten years. During the FY25-26 budget discussions, funding was approved for the addition of one site each year, with the goal of adding approximately additional sites over the years to increase program coverage. The Council approved \$13,000 for an additional sites to be added during FY25-26 with the cost was projected for the next five years on the Capital Improvement Plan. When the Police Department received a quote for the addition of a site this year, projection costs per site had increased over \$15,000 due to inflation and labor costs for the equipment, installation, and ten-year licensing.

The Police Department requested the Council allow the Town Manager to enter into a contract with Verkada Inc/ Appalachian Network Services for a total of seven additional sites installed during the 2026 calendar year. Per the contract, the Town of Stallings would pay \$16,326 for the FY25-26 after completion of all sites' installation and four additional payments, one payment each year at the same fixed payment of \$16,326 until 2029. The seven additional sites would be under the ten-year licensing contract with Verkada, Inc, expiring in 2035 at a total cost of \$81,627. Appalachian Network Services came in at the lowest price when the item was bid out.

Council Member Van de Riet made the motion to approve the CRIME Program Camera Additions and contract with Verkada and Appalachian Network Service in the amount of \$81,627. The motion was seconded by Council Member Wojtowicz which was approved unanimously by Council.

B. Blair Mill Cameras

Parks and Recreation Director Eunice Donnelly explained that Blair Mill Park was a large park area that currently operated without any surveillance or monitoring systems. Over the past several months, the Parks and Recreation Department had experienced an increase in vandalism at the park, resulting in damage to public infrastructure and amenities.

The Parks and Recreation Department currently utilized the VERKADA camera system, which operated in addition to the Police Department's camera network. The proposed security cameras at Blair Mill Park would tie directly into the existing VERKADA system, allowing authorized staff and the Police Department to easily access and review footage as needed and provide interdepartmental efficiency while maintaining appropriate access controls.

The Parks and Recreation Department solicited three quotes for the installation of security cameras at key locations within the park. The proposed scope of work included the installation of a total of five cameras.

The motion was made by Council Member Hall and seconded by Council Member Ayers to approve the contract with Verkada and Appalachian Network Service in the amount of \$36,000 for the Blair Mill Cameras and approve Amended Budget Ordinance 9 – Blair Mill Cameras. The motion passed unanimously by Council. The *Amended Budget Ordinance 9 – Blair Mill Cameras* is attached to these minutes and therefore incorporated herein.

(1) Amended Budget Ordinance 9

*This item was addressed during Agenda Item 6.B., Cameras – Blair Mill Cameras.*

7. Council Mid-Year Priorities Check-in

Town Manager Alex Sewell reminded Council that during the 2025 Annual Retreat, the Town Council discussed issues raised by Council Members, reviewed existing priorities, considered potential new priorities, and identified next steps. After those discussions, the Town Council approved the 2025 Council Priorities & Action Strategies plan. Mr. Sewell reviewed that plan and provided updates thus far. The 2025 Council Priorities & Action Strategies plan is available on the Town's website for inspection. Council also held a brief discussion on package sewer plants.

8. Closed Session pursuant to NCGS 143-318.11(a)(3)

Council Member Hall made the motion to go into closed session pursuant to NCGS 143-318.11(a)(3) and invited Police Chief Dennis Franks and Parks and Recreation Director Eunice Donnelly into the session. The second was made by Council Member Van de Riet and the motion passed unanimously.

*Council recessed into closed session at 8:52 p.m. and reconvened into open session at 9:00 p.m.*

9. Adjournment

Council Member Wojtowicz moved to adjourn the meeting, seconded by Council Member Hall, and the motion received unanimous support. The meeting was adjourned at 9:00 p.m.

Approved on \_\_\_\_\_, 2026.

\_\_\_\_\_  
David Scholl, Mayor

\_\_\_\_\_  
Erinn E. Nichols, Town Clerk

Approved as to form:

\_\_\_\_\_  
Cox Law Firm, PLLC





# MEMO

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To: **Mayor and Town Council**  
From: Justin Russell, PE, Associate Engineer  
Date: February 9, 2026  
RE: Contract Execution Concurrence  
FY2025 Pavement Preservation Program

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In accordance with the Stallings Bid Policy and NCGS §143-129 for road construction/repair, staff advertised the project manual for the FY 2025 Pavement Preservation Program contract with formal bidding procedures on December 23, 2025. The original submittal deadline was January 6, 2026, at 2:00 p.m., however, only one bid was received, and the project was advertised for an additional 7 days. The final bid opening was on January 13, 2026, at 2:00 p.m. and one bid was received.

The bid was reviewed by staff for clarity, completeness, errors, and omissions. The sole and lowest responsible bidder for the contract was Slurry Pavers, Inc. at \$680,740.80.

**Key Contract Items:**

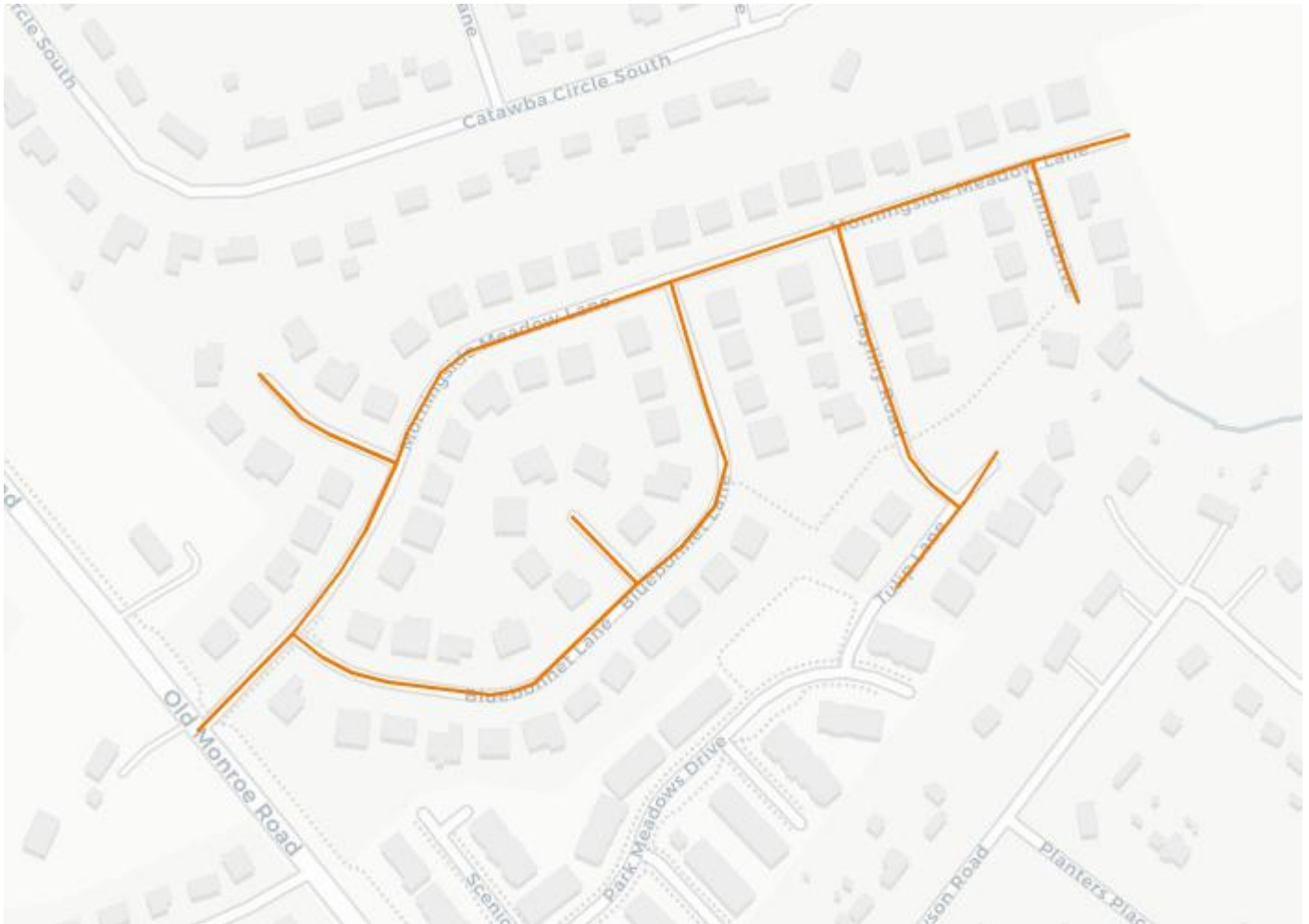
- May 1, 2026, Project Completion Deadline
- \$500/day liquid damages
- Performance bond retained through warranty period.
- Individual mailers, website and social media notifications will be posted.
- Prior to performing work, a representative from Slurry Pavers will attend a neighborhood meeting.
  - The neighborhood meeting will be specifically advertised to the communities affected by this work.
  - Slurry Pavers will provide information on the scope of work and allow for a Q&A discussion.

**Action Requested:**

Staff requests Council to authorize the Town Manager to execute the FY25 Pavement Preservation Program Contract with Slurry Pavers, Inc. for \$680,740.80.

## **Exhibit A – Roadway Maps**

### **Morningside Meadows Subdivision**



**Roads included: Morningside Meadow Lane, Bluebonnet Lane, Snapdragon Court, Daylilly Road, Tulip Lane & Zinnia Drive**

## Lakewood Subdivision



**Roads included: Lakewood Drive, Rhoderia Drive, Drexel Drive, Homewood Way & Sweetbriar Drive**

## Courtyards at Matthews Wedding Road



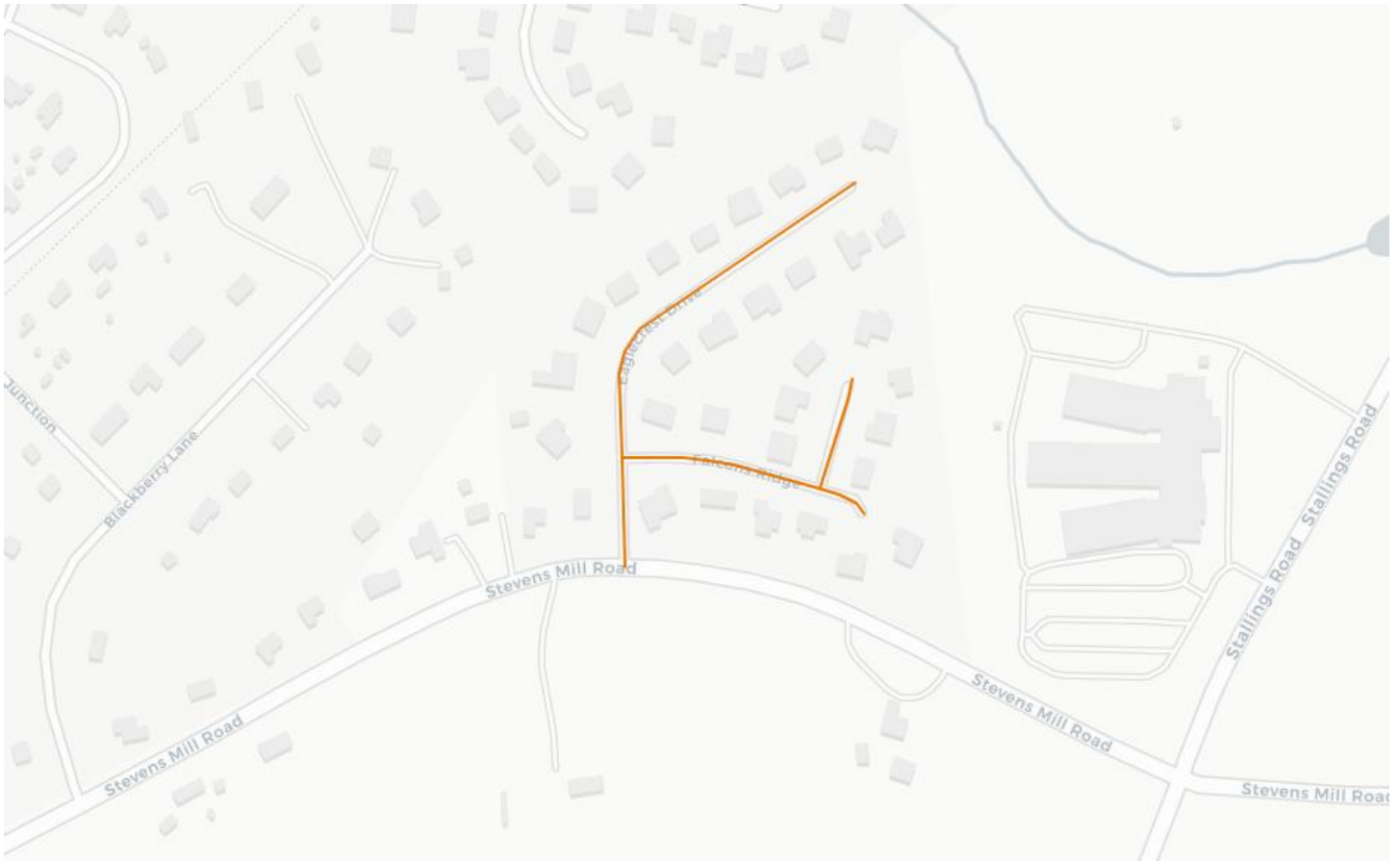
**Roads Included: Waypoint Court, Quincey Hollow Drive & Morningstar Lane**

## Springhill Subdivision



**Roads Included: Springhill Road & Hillwood Court**

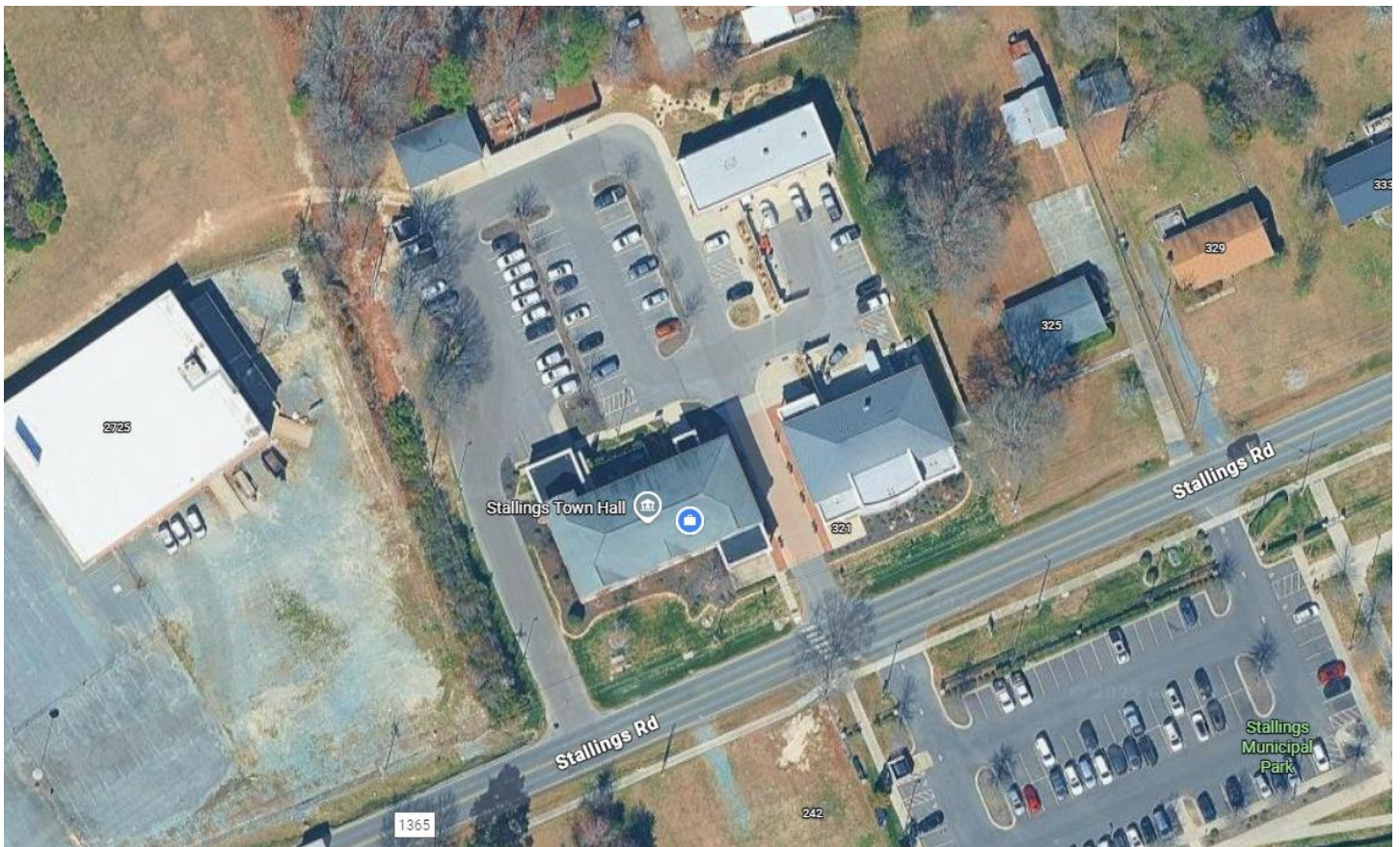
## Eaglecrest Subdivision



**Roads Included: Eaglecrest Drive, Falcons Ridge & Hawksnest Court**



## Stallings Town Hall Parking Lot





# General Rezoning Application RZ25.10.01 – Stevens Schultz Residential

02.09.2026

Staff Report | Town Council





# Request

## □ General Rezoning Request

Applicant, Denis Dashchenko, submitted a general rezoning request from **Mixed- Use 2 (MU-2)** to **Multi-Family Transitional (MFT)** at parcel ID #07075294, a property 3.6 acres in size at 3017 Stevens Schultz Ln.

**Neighborhood  
Meeting:  
11/17/2025**

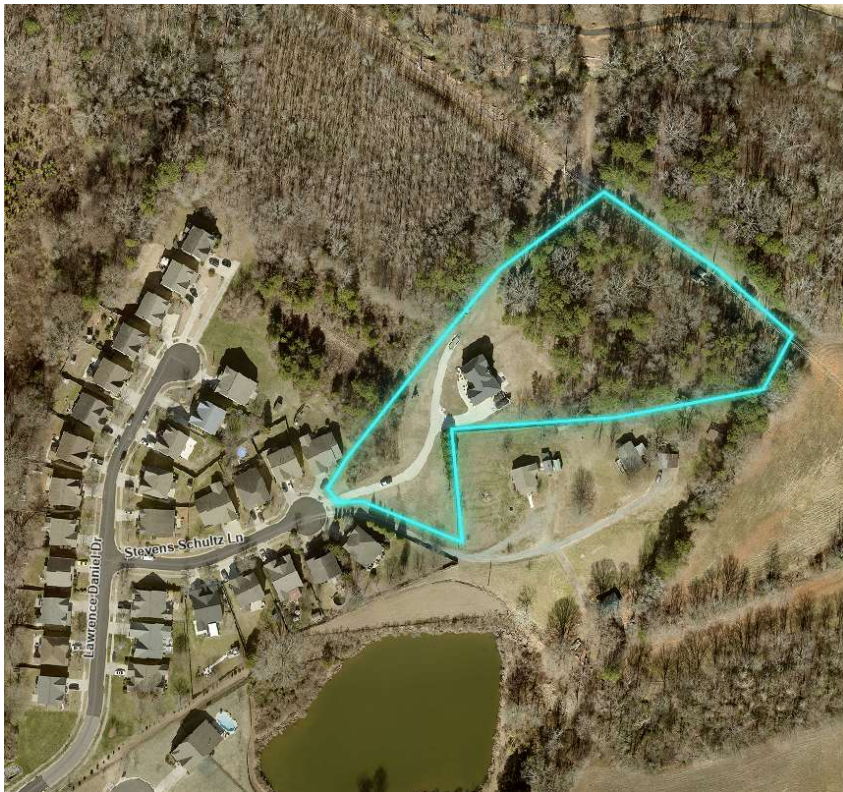


**Planning Board:  
~~12/16/2025~~  
01/20/2026**



**Town Council  
Hearing:  
02/09/2026**

# Aerial & Streetview



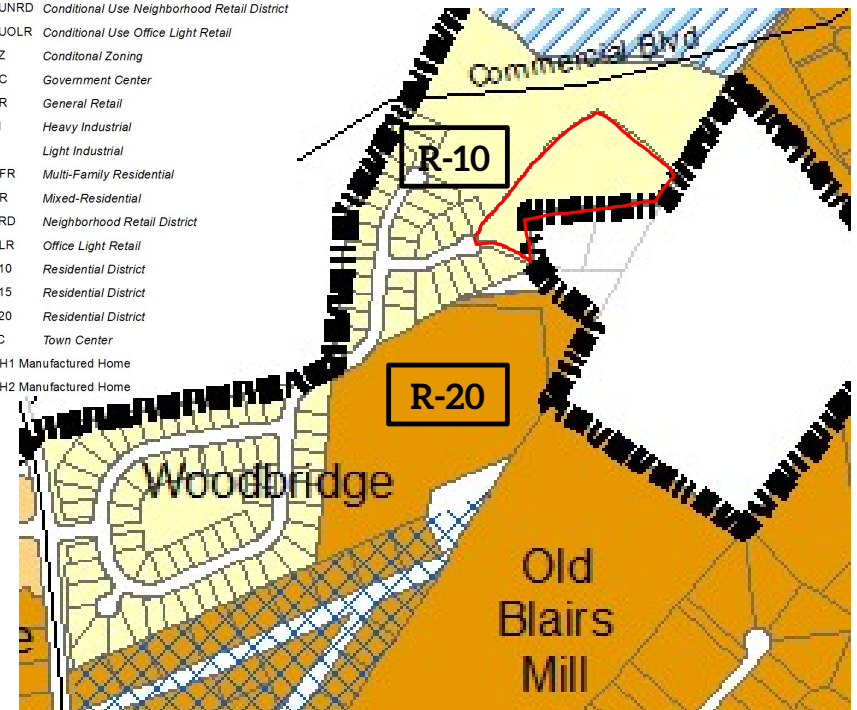
# History



- In 2018, the Town of Stallings adopted a new Development Ordinance, which rezoned this property from R10 (medium-density residential) to MU-2 (mixed-use). This zoning change allowed for more commercial development on the land.
- This property connects to the Woodbridge neighborhood by an access point on Stevens Schultz Ln. Prior to the zoning change in 2018, the Woodbridge neighborhood was also zoned R10 (now MFT).

## 2017 Zoning:

STALLINGS ZONING	
DISTRICT	
BC	Business Center
CUGR	Conditional Use General Retail
CUNRD	Conditional Use Neighborhood Retail District
CUOLR	Conditional Use Office Light Retail
CZ	Conditional Zoning
GC	Government Center
GR	General Retail
HI	Heavy Industrial
LI	Light Industrial
MFR	Multi-Family Residential
MR	Mixed-Residential
NRD	Neighborhood Retail District
OLR	Office Light Retail
R10	Residential District
R15	Residential District
R20	Residential District
TC	Town Center
MH1	Manufactured Home
MH2	Manufactured Home



# Project Summary

## Location:

- 3017 Stevens Schultz Ln

## Ownership:

- Denis Dashchenko

## Current Zoning:

- MU-2

## Existing Use:

- Residential

## Site/Project Size:

- 3.6 acres

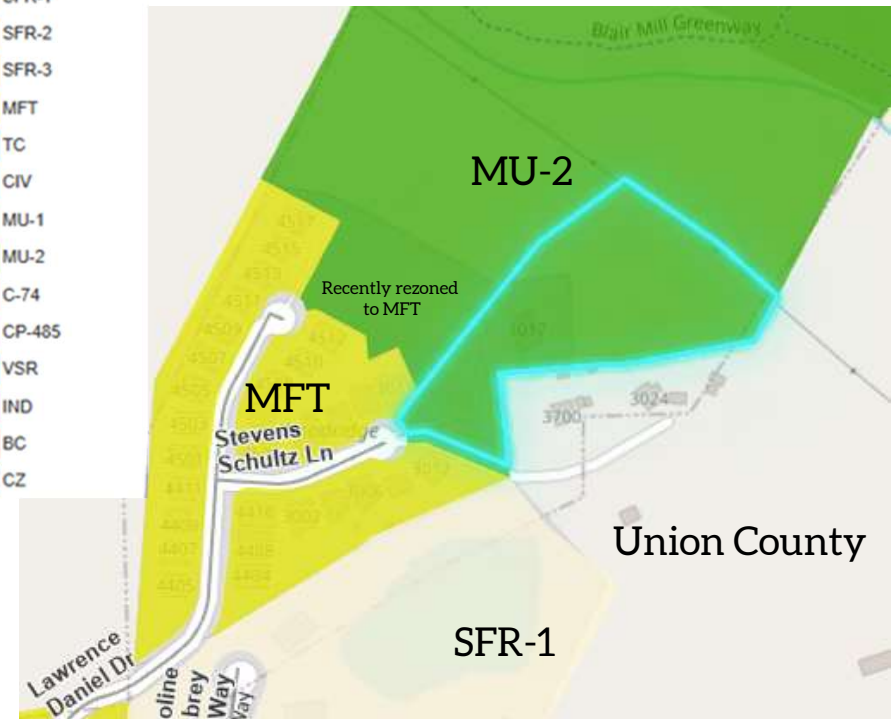
## Traffic Generation:

- N/A

## Current Zoning:

☒ Stalling Zoning

- AG
- SFR-1
- SFR-2
- SFR-3
- MFT
- TC
- CIV
- MU-1
- MU-2
- C-74
- CP-485
- VSR
- IND
- BC
- CZ







# Future Land Use



## Suburban Single-Family Neighborhood

Suburban single-family residential neighborhoods are formed as subdivisions or communities, with a relatively uniform housing type and density throughout. They may support a variety of single-family detached residential types, from mobile homes to large-lot, low-density single-family homes to denser formats of smaller single-family detached homes. Homes are oriented interior to the neighborhood and typically buffered from surrounding development by transitional uses or landscaped areas. Suburban single-family neighborhoods are often found in close proximity to suburban commercial, office, and industrial centers, and help provide the consumers needed to support these centers.



### Primary Land Uses

- Single-Family Detached Home

### Secondary Land Uses

- Community Park
- Community Center / Pool and Recreational Facilities
- Natural Areas



### FORM & PARAMETERS

General Development Pattern	Separate Uses
Typical Lot Coverage	50 – 75%
Residential Density	1.0 – 6.0 DU/ac
Non-Residential Intensity	N/A
Prevailing Building Height	1 - 2 Stories
Average Dwelling Unit Size	1,500 – 5,000 SF
Avg. Non-Resid. Building Size	varies
Transportation Choices	Auto
Typical Block Length	800 – 1,500 LF
Open Space Elements	Greenway/Natural Areas
Street Pattern	Curvilinear
Street Connectivity	Low/Medium
Parking Provisions	Private Driveway
Typical Street Cross Section	Rural/Suburban/Urban

### Future Land Use Plan Place Types

- Town Center
- Walkable Activity Center
- Walkable Neighborhood
- Suburban Commercial Ctr.
- Suburban Office Center
- Multi-Family Neighborhood
- Single-Family Neighborhood
- Open Space
- Civic Space
- Industrial Center
- NCDOT Right of Way



# Idlewild Road Small Area Plan





# Staff Recommendation

- Staff recommends approval of RZ25.10.01 to rezone the property to Multi-Family Transitional (MFT). This rezoning will make the property consistent with the current Future Land Use Plan and Small Area Plan.
- This rezoning will:
  - ▣ Create a seamless transition between the adjacent MFT zoned neighborhood and align with approved plans.
  - ▣ Protect the character of the Woodbridge neighborhood by removing the potential for future commercial development.
- Staff understands the residents concerns about traffic and property values but believes that this rezoning will allow for the greatest use of the land with the smallest impact to the character of the surrounding neighborhood.





# Vote and Statement of Consistency & Reasonableness

- **Step 1.**
  - ▣ Motion to recommend [Approval/Denial](#) for RZ25.10.01.
  
- **Step 2.**
  - ▣ With a statement of consistency that the proposal is [Consistent/Inconsistent](#) and [Reasonable/Not Reasonable](#) with the Comprehensive Land Use Plan.
  
- **Step 3.**
  - ▣ Example reasoning:
    - The rezoning helps protect the character of the surrounding neighborhood while aligning the property with the Future Land Use Plan and Small Area Plan.





Questions?



# MEMO

To: **Mayor and Town Council**  
From: Katie King, Senior Planning Technician  
Date: February 9th, 2026  
RE: **RZ25.10.01 – Stevens Shultz Rezoning Request**

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## Overview:

The purpose of this memo is to provide details regarding the general rezoning request for 3017 Stevens Shultz Ln. The request seeks to rezone the 3.608-acre property from Mixed-Use 2 (MU-2) to Multi-Family Transitional (MFT). It is important to note that the MFT district does not allow for the development of multi-family housing, only single-family detached homes.

## Property Details:

- **Address:** 3017 Stevens Shultz Ln
- **Parcel Number:** #07075294
- **Parcel Size:** 3.608 Acres
- **Current Zoning:** Mixed-Use 2 (MU-2)
- **Proposed Zoning:** Multi-Family Transitional (MFT)
- **Existing Use:** Single-Family Residential

## Key Considerations:

- The applicant, Denis Dashchenko, has requested this general rezoning with the intent to protect the existing neighborhood.
- The property is accessible by the Stevens Shultz Ln cul-de-sac in the Woodbridge neighborhood but is not a part of the neighborhood.
- The rezoning would allow for single-family residential use and other incidental uses.



## Planning Board:

- Pursuant to *NC G.S. §160D-604(b)*, if no recommendation is received from the Planning Board within 30 days of the referral, the governing board may proceed without that recommendation.
- Due to a lack of quorum, Planning Board was unable to hear this rezoning application for 30+ days.

## Future Land Use:

- The future land use for this property is Suburban Single-Family Neighborhood.
- This property is also included in the Idlewild Road Small Area Plan and is shown as Single-Family.

## Staff Assessment:

- The proposed rezoning aligns with our future land use and small area plans.
- The request also preserves the character of the Woodbridge neighborhood by requesting a zoning district that matches that of the neighborhood.

## Staff Recommendation:

Staff recommends approval of the general rezoning request RZ25.10.01.



## Statement of Consistency and Reasonableness

**ZONING AMENDMENT:** RZ25.10.01

**REQUEST:** Denis Dashchenko is requesting a general rezoning of the property located at 3017 Stevens Shultz Lane, identified as case RZ25.10.01, from MU-2 (Mixed Use-2) to MFT (Multifamily Residential).

**WHEREAS,** The Town of Stallings Town Council, hereafter referred to as the "Town Council", adopted the Stallings Comprehensive Land Use Plan on November 27, 2017; and

**WHEREAS,** the Town Council finds it necessary to adopt a new land development ordinance to maintain consistency with the Comprehensive Land Use Plan; and

**WHEREAS,** the Town Council finds it necessary to revise the Unified Development Ordinance to comply with state law found in NCGS § 160D.

**WHEREAS,** the Town Council finds it necessary to consider the Planning Board's recommendations.

**THEREFORE,** The Town Council recommends APPROVING/DENYING the proposed text amendment, finding it consistent/inconsistent and reasonable/unreasonable with the Comprehensive Land Use Plan's goals of promoting quality development and adhering to state regulations (NCGS §160D), based on the following reasons:

1. The future land use of single-family residential is consistent with the request.

**Recommended** this the \_\_ day of \_\_\_\_\_, 2026.

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Mayor

Attest:

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Town Clerk



**TOWN OF STALLINGS**  
**315 STALLINGS ROAD**  
**STALLINGS, NC 28104**  
**704-821-8557**

**APPLICATION INFORMATION**

Date Filed:	
Application #:	
Fee Paid:	

## REZONING APPLICATION

\*Please reference the Fee Schedule for cost.

Zoning Information								
Current Zoning (Circle One)	AG	SFR-1	SFR-2	SFR-3	SFR-MH	MFT	TC	CIV
	MU-1	MU-2	C-74	CP-485	VSR	BC	IND	CZ
Proposed Zoning (Circle One)	AG	SFR-1	SFR-2	SFR-3	SFR-MH	MFT	TC	CIV
	MU-1	MU-2	C-74	CP-485	VSR	BC	IND	
Conditional Zoning	Yes	No						

\*Please review Article 5 of the Stallings Development Ordinance for requirements on map amendment/rezoning submittals.

Property Information			
Physical Property Address:	3017 Stevens Schultz Ln. Matthews, NC 28104		
Description of Rezoning:	I would like to rezone my property to MFT so i can subdivide it and build more SF homes		
Parcel #:	07-075-294	Total Acreage:	3.6 acres
Property Owner(s):	Denis Dashchenko, Olga Dashchenko		
Owner(s) Address (if different from submittal address):	Same		
Phone:	704-249-6503	Email:	denisd@kw.com
If applicant is different than owner:			
Applicant Name:			
Applicant Address:			
Applicant Phone:		Applicant Email:	

**\*Disclaimer:** All zoning applications are public records and by providing the above information, you agree that said information can be released to the public by request.

**Owner/Applicant Statement:**

I hereby certify that all information provided in this application is accurate to the best of my knowledge, and I acknowledge compliance with all requirements of the Town of Stallings Ordinances.

Signature (Owner or Owner Representative):

*Denis Dashchenko*  
*Olga Dashchenko*

Date: 10/08/25

Signature of Zoning Official:

Date:



# MEMO

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To: **Mayor and Town Council**  
Via: Alex Sewell, Town Manager  
From: Kevin Parker, P.E., Town Engineer  
Date: February 9, 2026  
RE: CRTPO Bicycle and Pedestrian Project Funding and Prioritization

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## Overview

In advance of FY2027 budget discussions, Staff has been coordinating with the Charlotte Regional Transportation Planning Organization (CRTPO) and developing a list of bicycle and pedestrian projects that may be eligible for future CRTPO funding.

The project list was developed based on:

- Staff-identified sidewalk gaps where pedestrian connectivity is currently lacking, and
- Greenway segments identified in the Town's adopted Greenway Master Plan to improve bicycle and pedestrian connectivity.
- Staff utilized CRTPO prioritization tools to preliminarily score and evaluate these projects.

The purpose of this effort is to:

- Present staff-identified and prioritized sidewalk and greenway projects to Council,
- Obtain Council feedback on specific projects and priorities,
- Identify any additional projects Council would like Staff to evaluate, and
- Begin discussions regarding future budget implications, local financial commitments, and CRTPO funding strategies.

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## Funding, Prioritization, Timing, and Strategy Overview

- Large-scale bicycle and pedestrian projects are primarily funded through State and Federal transportation programs administered by NCDOT and CRTPO.
- Projects are submitted through NCDOT's Strategic Transportation Investments (STI) prioritization process and, if selected, are programmed into the Transportation Improvement Program (TIP).
- Projects are evaluated using a combination of:
  - Data-driven metrics, and
  - Local input points assigned by regional and local decision-makers.
- For bicycle and pedestrian projects:
  - Local input and project readiness are especially important.
  - There is no guaranteed minimum score required for funding.
  - Even highly ranked projects may not advance in cycles with limited State or Federal funding availability.
  - Local match requirements for bike/ped projects are typically 34%.
  - Projects that have completed engineering, design, right-of-way acquisition, and other key readiness components generally score higher and are more competitive for funding.

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## Timing and Funding Opportunities

- The next TIP prioritization cycle (Prioritization 9.0) is currently anticipated to begin in late 2026/early 2027, with project scoring and selections occurring in 2027.

- This cycle is expected to represent the best opportunity for these sidewalk and larger greenway corridor projects.
  - Early project identification and Council discussion of potential local financial participation improve the Town's ability to compete when funding opportunities become available.
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**Requested Action**

Staff is seeking Council feedback and direction to better align future funding applications and capital planning efforts with Council priorities.



# MEMO

To: Mayor and Town Council  
From: Alex Sewell, Town Manager  
Date: February 4, 2026  
RE: **Consideration of New Travel & Training Policy**

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## **Purpose**

The purpose of this agenda item is to present an updated and more comprehensive Travel Policy for Town Council consideration and to request Council direction on several elements specific to Council travel and reimbursement.

## **Background**

The Town's travel guidance has evolved over time through a combination of past policies and administrative practices. As the Town continues to engage in professional development, training, and regional and state-level activities, staff has prepared a consolidated Travel Policy intended to improve clarity, consistency, and accountability when Town funds are used for official travel.

The proposed policy applies to employees, non-Town participants, and elected officials, with distinctions recognizing differing roles and approval structures.

## **Council-Specific Policy Considerations**

Staff is requesting Council direction and/or awareness on the following items related specifically to Council travel:

### **1. First-Come, First-Served Use of Budgeted Travel Funds**

The policy provides that Town Council travel and training expenses be reimbursed on a first-come, first-served basis, subject to budget availability and compliance with policy requirements. This approach is intended to promote fairness, transparency, and predictability in the use of limited budgeted funds.

Council direction is requested on whether this approach aligns with Council expectations.

### **2. Car Allowance / Stipend**

Staff recommends providing a car allowance (stipend) for the Mayor only for travel within the Charlotte metropolitan region, in recognition of the additional external obligations and visibility inherent in that position. This is more cost effective than spending staff time on each individual reimbursement process.

- Cost Estimates
  - o Mayor Monthly Stipend of \$150 plus payroll taxes
    - For Remainder of FY 26 - \$810 (can be absorbed in FY26 budget)
    - Annualized - \$1,944



- Mayor Monthly Stipend of \$100 plus payroll taxes
  - For remainder of FY 26 - \$540 (can be absorbed in FY 26 budget)
  - Annualized - \$1,296
- Note – If approved, this amount would remain in place each year for current and future Mayors and would not change without direction from Council.

All Council members remain eligible for mileage reimbursement and travel/training funds as needed. Council may revisit this policy and consider expansion of stipends during future budget discussions. No automatic stipend is proposed for other Council members at this time but this can be changed.

Council direction is requested on whether to adopt a stipend for the Mayor and, if so, the monthly amount.

### **3. Council Review of Travel Expenses Exceeding Policy or Budget Limits**

The policy requires that if an elected official's travel expense exceeds the applicable budget or policy limits, the official must return to the Town Council to request approval of a budget amendment and/or policy exception. This ensures transparency and places decisions regarding exceptions squarely with the governing body, rather than staff.

Council awareness of this provision is requested.

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### **Fiscal Impact**

Adoption of the Travel Policy does not create a new fiscal impact. The policy establishes clearer parameters and controls for travel expenditures already authorized through the adopted budget. For planning purposes, a stipend for the Mayor at \$150/month would have a predictable and modest budget impact, which can be incorporated into current or future budget planning.

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### **Recommendation**

Staff recommends that the Town Council:

1. Adopt the updated Travel Policy as presented; and
2. Provide direction on the Council-specific travel items outlined above, including the Mayor stipend, to ensure consistent application and clear expectations moving forward.



## DRAFT TRAVEL POLICY

### **SECTION I. GENERAL**

#### **Applicability**

The intent of this policy is to provide Town departments and employees with a guideline for payment and reimbursement of travel expenses pertaining to official travel. All employees of the Town are subject to this policy. This revised policy is effective  , superseding all previous editions of and directives related to subject policy.

#### **Employee Responsibility**

Town employees may have authorized travel expenses paid for or reimbursed by the Town. Under no circumstances may duplicate reimbursement be made for that portion of an employee's expenses paid or reimbursed from a non-Town source.

An employee traveling on official business is expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and using personal funds. Employees will be held personally responsible for unauthorized costs and additional expenses incurred for personal preference or convenience.

Violations of this policy can result in disciplinary action up to and including recommendation for dismissal from Town employment. Willful violations may result in criminal prosecution.

### **SECTION II. DEFINITIONS**

**Authorizing Individual** – The Department Head is responsible to approve or disapprove requests for travel reimbursements and training expenditures. Department Heads and Assistant Town Manager's travel requires approval by their immediate supervisor.

**Car Allowance** – A stipend paid to qualifying Town employees or other individuals to compensate those employees for local mileage traveled in a personal vehicle in lieu of submission of a Mileage Reimbursement Form.

**Common Carrier** - Commercially scheduled airplane, rail, bus, or taxi.

**Conference** - Formal gathering to conduct Town business and exchange information for which registration fees may be paid.

**Duty Station** - The job location at which the employee spends the majority of his or her working hours or the point at which the authorized travel originates.

**Excess Expenses/Costs** - Any travel expenses/costs that exceed the limitations set forth in this policy.

**Local Travel** - Any official business travel that would have a round trip of less than 30 miles from the employee's primary position assignment location to another destination and back. Multiple destinations within one travel event do not add together to become one round trip for the purposes of this definition. For example, an employee leaves Town Hall and travels to park facilities for a total of 32 miles. This is still considered local travel as the round-trip mileage from Town Hall to any one of the destinations and back is less than 30 miles.

**Other Expenses** - Refers to a line item on travel reimbursement form where expenses not otherwise categorized should be recorded.

**Town Employee** - Any non-elected individual who is paid on the Town payroll system.

**Town Funds** - Any funds deposited with the Town.

**Town Manager** – The Town Manager of the Town of Stallings or his or her designee.

**Transportation Expenses** - Includes personal automobile, taxi, ride share, bus, train, airplane auto rentals, tolls and parking fees.

**Travel** - All activities involving expenses for transportation, lodging, meals, or other eligible expenses authorized to be paid from Town funds or which involve Town vehicles for transportation.

**Travel period** - The time spent away from the duty station on Town business.

**Willful Violations** - Excess costs such as indirect routes, luxury accommodations, and services unnecessary or unjustified in the performance of official Town business.

### **SECTION III. GENERAL GUIDELINES**

The appropriate Authorizing Individual must approve all travel prior to any expense or obligation being incurred.

Following travel, the final reconciled travel expense reports shall be filed with the Finance Department within seven (7) working days after the end of the travel period. Reimbursement requests for travel in the month of June shall be submitted no later than the 25th of June.

### **Travel Authorization**

Employees shall complete and submit a Travel Authorization and Expense Report for approval to their appropriate Authorizing Individual. Approval will be based upon need, cost/benefit of travel and the availability of sufficient unexpended funds. An approved copy of the form shall be submitted with another Travel Authorization and Expense Report upon return from travel. For all employees, certain costs require advance approval by the Town Manager:

- Estimated Lodging costs of \$250 or more per night (before taxes and fees.)
- Three (3) or more departmental staff attending the same overnight event.
- All travel outside the continental United States.
- Travel and training expenses totaling \$2,000 or more for a single employee

### **Travel Expense**

Accommodations, common carrier transportation fares, and registrations may be paid in advance by the Town or directly by the employee, but should not be billed to the Town except in extenuating circumstances. A Town issued purchasing card may be utilized for all non-meal related travel expenditures when applicable in accordance with the Town's policies and procedures. All other travel costs are to be paid directly by the employee. The employee should reserve transportation and lodging in advance when possible and employees are encouraged to utilize Town vehicles and travel with other employees of the Town. If a travel agent or travel agency is utilized, employees should use agencies that do not charge additional or supplemental fees to the Town.

### **Non-Town Employees and Elected Officials**

Non-Town employees who are traveling on official Town business and whose expenses are paid by the Town are subject to this policy, including per diem allowances, to the same extent as Town employees. Travel expenses for members of a non-employee's family are not eligible to be paid by the Town. The duty station for all non-Town employees and elected officials is Town Hall.

Elected officials will generally follow the same process as Town Employees. Elected officials do not need to get preapproval by submitting a form. All other sections apply to elected officials.

Travel and training costs for elected officials will be expensed on a first-come, first-served basis, based on budget availability and policy compliance unless otherwise determined by Town Council. If an official's expenditure or reimbursement request(s) exceeds the applicable budget or violates this policy, the elected official shall request the Town Council approve a budget amendment to cover the excess amount and/or a policy exemption at a Town Council meeting.

### **Prospective Employees**

The Town Manager is authorized to approve reimbursement of travel expenses of individuals visiting for employment interviews. The expenses should generally be limited to transportation, meals and lodging.

### **Registration Fees**

The Town allows reasonable registration fees for Town employees. Approved fees may be paid by the employee and then reimbursed or paid by the Town in advance. General registration fees should be listed on the Travel Authorization and Expense Report for appropriate approval. Any additional activities that the employee cares to attend are the responsibility of the employee.

### **Transportation**

*Common Carrier* - Actual coach fare (substantiated by receipt) will be reimbursed. First class travel should be used only in extraordinary circumstances and with approval of the Town Manager. Penalties and charges resulting from the cancellation of airline reservations or other travel reservations shall be the Town's obligation if the employee's travel has been approved in advance and the cancellation or change is made at the direction of and for the convenience of the Town. If the cancellation or change is made for the personal benefit of the employee, it shall be the employee's obligation to pay the penalties and charges. However, in the event of accidents, serious illness or death within the employee's immediate family, or other critical circumstances beyond the control of the employee, the Town will be obligated to pay the penalties and charges.

*Reduced Rates* - When traveling by common carrier to conduct official Town business, employees traveling to their destination earlier than necessary and/or delaying their return to avail the Town of reduced transportation rates may be reimbursed subsistence for additional travel days if it is cost effective.

*Personal Vehicle* - An employee may use his/her personal vehicle for travel and be reimbursed at the approved mileage rate if one of the following conditions is met:

- a) A Town vehicle is not readily available or use of such is not practical.
- b) The employee needs a specially equipped vehicle.

*Actual Mileage* – Actual mileage is reimbursable. The total number of miles should be measured from the duty station or home, whichever is less if leaving from home, to the destination and return. A minimal amount of additional use, such as driving the vehicle to and from meals or to and from a hotel to the School of Government for a class, is allowed.

*Town Vehicles* – Town vehicles should be used when practical and for authorized travel in accordance with Town policies. A minimal amount of additional use, such as driving the vehicle to and from meals or to and from a hotel to the School of Government for a class, is allowed.

*Parking Fees and Tolls* – Reimbursable or allowable on Town issued purchasing card when accompanied by receipt(s).

*Rental Vehicle* - Travel Authorization and Expense Report should include prior approval for use of a rental car and an itemized receipt is necessary for reimbursement or to accompany purchasing card records.

*Commuting* – No reimbursement shall be made for the use of a personal vehicle in commuting from an employee's home to his/her duty station.

*Travel to/from Airport (from Employee's Duty Station or starting destination, whichever is closest):* Reimbursement for travel between this location and the nearest airline terminal and for appropriate parking may be made under the following circumstances. For travel

by:

- a) Taxi - limited to reimbursement rate for use of private vehicle;
- b) Private vehicle - The approved mileage rate for a maximum of two round trips with parking charges. Receipts are required.

*Travel to/from Airport (at Travel Destination):* Reimbursement for travel to and from the airline terminal at the employee's destination may be made as listed below:

- a) Airport or hotel shuttle - one round trip fare;
- b) Bus or mass transit - one round trip fare;
- c) Taxi (when shuttle service is not available) actual fare to and from airline terminal or
- d) Rental vehicles - as defined above.

*Taxis, Ride-Share and Shuttles other than trips to and from the Airport* - The actual cost of taxi, ride-share service (Uber, Lyft, etc), and shuttle fares are reimbursable when required for travel on official Town business.

*Luggage* – When traveling by airline, a ticket may be purchased to include the cost of one checked bag if the additional cost is reasonable. Otherwise, a Town purchasing card may be used to cover the cost of one checked bag, or this cost can be reimbursed based upon appropriate documentation and included in the *Other* section of the Travel Authorization and Expense Report. Should a Town employee or other qualifying individual require more than one checked bag, the additional costs are the responsibility of said employee or other qualifying individual.

### **Lodging**

*Reimbursement* - Employees should request and utilize government and/or the lowest lodging rates where applicable, as well as, seek reasonably priced accommodations while considering personal safety and total cost to the Town.

Additional expenses incurred for personal preference are not reimbursable. Specific dates of lodging must be listed on the Travel Authorization and Expense Report and include an itemized receipt from a commercial lodging establishment.

*Tips* - Baggage handling tips may be claimed for porters at terminals and hotels as "Other Expenses" up to \$5 for each instance.

### **Meals**

Meals are reimbursed on an individual per diem basis determined by the [U.S General Services Administration \(GSA\)](#), which may vary by travel destination. Per diem amounts are inclusive of tips and no receipts are required to be turned in. Town purchasing cards are not to be used for meals during travel instead of per diem.

Per diem eligibility is determined by required travel time and whether any meals are provided by the conference/class/meeting/hotel/etc. Any full meals provided eliminate that individual per diem from an employee's travel reimbursement. Note: Continental breakfasts are not considered to be a breakfast meal.

Per diem eligibility for travel days are based on the criteria below:

Breakfast - Depart prior to 7:00 am (day of departure).

Lunch - Depart prior to 11:30 am (day of departure) or return after 1:00 pm (day of return).

Dinner - Return after 6:00 pm (day of return). If stopping for dinner would cause the employee to return after 6:00 pm, when he/she would otherwise have returned before 6:00 pm, dinner will not be reimbursed.

*Reimbursement* - Each meal reimbursement rate must be listed on the Travel Authorization and Expense Report. Actual meal costs that exceed the meal allowance identified must be approved by the Town Manager. Detailed meal receipts must accompany these exceptions. Under these circumstances, meal “tips” are limited to no more than 20%. Expenses for alcoholic beverages are not eligible for reimbursement under any circumstances.

*Reimbursement for Meals (Required Employee Attendance)* – An employee may be reimbursed for meals, including lunches, when the job requires his/her attendance at a meeting or conference in his/her official capacity, or when the meal is included as an integral part of a conference.

Travel Not Requiring an Overnight Stay - Travel events that do not require an overnight stay may still be reimbursed for meals at the eligible per diem rates. However, the IRS considers such meal reimbursements to be taxable to the employee. Therefore, meal reimbursements for travel that do not involve an overnight stay will be considered income to the employee and taxed appropriately.

### **Miscellaneous**

On occasions, employees may be attending events as representatives of the Town which allow the use of alcohol after their regular work hours, or when not officially on duty nor acting in an official capacity as a representative of the Town.

These occasions may include lunches, dinners and business conferences. On any such occasion, only the moderate and limited use of alcoholic beverages is acceptable. All employees are expected to remain responsible and professional at all times. Employees attending events on behalf of the Town which allow the use of alcohol must adhere to the following guidelines:

1. Employees are strictly prohibited from consuming alcohol while operating, or prior to operating, a Town-owned, leased, or rented vehicle.
2. Employees may not operate a personal vehicle for Town business while under the influence of alcohol or any impairing substance.
3. All other requirements of the Town’s Substance Abuse Policy/Drug Free Workplace remain applicable.



## **SECTION IV. FORMS**

All requests for travel authorization, travel expense reimbursements, and mileage reimbursements should be completed on Town forms available on the Admin drive under Forms or from Finance.

### **Mileage Reimbursement Form**

This form is to be used to record mileage traveled by an employee on Town business using their personal vehicle when no other trip expenses are incurred. Employees receiving a Car Allowance (defined in Section II) may not submit local mileage on a Mileage Reimbursement Form. This form should be submitted to the Finance Department at least annually, no later than June 25th of each year, and no more often than monthly. The Authorizing Individual reviews and signs the Mileage Reimbursement Form.

### **Travel Authorization and Expense Report**

This form is required to obtain authorization to travel and to report actual expenses. Estimated expenses for registration, transportation, lodging and meals are calculated and approved by the Authorizing Individual. Copies of documents showing estimated costs for lodging, registration fees, mileage (such as from Map Quest), transportation, and conference brochures with dates and schedules should also be attached. Upon return all actual expenses are added to the authorization form with the required receipts and supporting documentation attached. Travelers using their personal vehicle should record the total miles driven in the "Auto Allowance" category. The total expense is calculated less any accounts payable checks, and/or purchasing card charges. A check will be issued if there is a "Balance Due to Employee." Taxable meal per diems will be issued through payroll, rather than Accounts Payable, for tax reporting purposes.

### **Town Manager Adjustments Authorized**

The Town Manager is authorized to make relatively minor changes to this policy including but not necessarily limited to aligning amounts with IRS guidelines, and/or adjusting threshold limits to keep pace with cost of living and/or when he/she determines such adjustments are reasonable and proper, and formatting changes.



# MEMO

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To: Mayor and Town Council  
From: Alex Sewell, Town Manager  
Date: February 5, 2026  
RE: **2026 Annual Retreat Follow-Up, Priorities, & Draft Action Plan**

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**Purpose:**

The purpose of this agenda item is to present the follow-up report from the January 24, 2026 Annual Retreat and to seek Council approval of the proposed priorities and draft action plan developed by staff in coordination with the Town's facilitator, Curt Walton.

**Background:**

On January 24, 2026, the Mayor and Town Council held the Annual Retreat to review prior-year priorities, discuss Council goals and values, and identify strategic focus areas for the coming year and beyond. Following the retreat, staff worked with Mr. Walton to synthesize the discussion into a summary report and a set of proposed priority areas with corresponding draft action steps.

The attached report is intended to reflect the themes and direction expressed by Council during the retreat and to translate those discussions into actionable items that can guide staff work plans, budget development, and future policy discussions.

**Next Steps:**

Staff are submitting this draft to the Town Council for consideration. Council feedback and, if appropriate, approval of the proposed priorities and action plan will provide staff with clear direction moving forward.

**Recommended Action:**

Approve the 2026 Annual Retreat Follow-Up, Priorities, and Draft Action Plan.

# **Town of Stallings**

## **2026 Retreat Follow-Up, Priorities, & Action Plan Report**

## **Create an Operating Agreement that Maintains the Stallings Culture of Respect and Collaboration**

- Set and maintain the standard our citizens expect from us:
  - Attendance at Council meetings and community events is an expectation
  - Maintain professional behavior at all times
  - Everyone reads material in advance and comes prepared to do business
  - Dress in a manner (perhaps business casual) that demonstrates our respect for our citizens
  - Focus on keeping partisanship out of our decision-making
- Mutual respect and openness between the elected officials and staff
- Be more intentional about our approach to open discussion about issues on Council members' minds; set aside time outside of regular meetings for strategic discussions

### **Action Steps**

*(Assigned Department)*

1. Staff to draft and present an operating agreement for the Council's consideration by 2/28/26. Incorporate it into the Town Council's Rules of Procedure for Council's consideration on a biannual basis.  
(Administration)
2. Place an item on Town Council Meeting agenda quarterly in calendar year 2026 for strategic discussions as Council deems appropriate.  
(Administration)

## **Develop a Sustainable Financial Strategy for Fiscal Year 2027 and Beyond**

- Adhere to the FY2026-2027 Priority & Budget Decision-Making Process as approved by Council on November 24, 2025.
- Ensure maximization of revenues other than the property tax by benchmarking against comparable municipalities
- Consider requiring more of developers, such as streetlights, sidewalks, streetscapes, etc., including a review of fees and charges to developers
- Review zoning and area plans as we look to recalibrate our residential/commercial property valuation ratio

### **Action Steps**

1. Follow the FY 26-27 Priority & Budget Decision-Making Process. (Administration, Finance)
2. During the FY 25-26 Budget Process, evaluate fee structure to confirm fees are aligned with the market rates based on other area jurisdictions. (Planning, Parks, Finance)

## **Maximize Economic Development Opportunities**

- Consider the future of the former John Deere tractor dealership in light of current Town uses, lease restrictions, and completion of the road project
- Revisit the Town Center area plan
- Monitor the status of the Funderburk property, including current zoning and current area plan
- Develop a capital improvement program for Union West Business Park to have in reserve in case of an opportunity to present a request to the General Assembly or attracting a new tenant to the Park
- Continue the pursuit of a hotel in Stallings
- Monitor the status of the McGee property, including current zoning and current area plan
- Consider the best strategy for attracting the right businesses in the Town Center to serve as “pioneer” businesses
- Adopt stronger, more binding wording on Conditional Zoning agreements to prevent the promise of a commercial portion of a mixed-use project from being abandoned down the road
- Require a more aggressive timeframe with progress triggers that will ensure the commercial component doesn’t get unreasonably delayed
- Consider the best use of limited sewer capacity when making planning and zoning decisions

### **Action Steps**

1. Economic Development (ED) Committee to monitor the old John Deere Tractor building situation in 2026 and recommend a change to current strategy to Town Council if warranted. The current strategy is

to continue to market the old John Deere tractor building but, understanding that its value to the Town Center vision will increase long-term and its location is key, be willing to have it be vacant unless an ideal tenant is identified. (ED Committee, Administration)

2. Staff to review Town Center Small Area Plan (SAP) and present findings/recommendations to Town Council by 6/30/27 for further discussion and potential Council action. (Planning)
  - a. Decision-Point for Town Council – waiting until after Old Monroe Road project is completed?
    - i. Value in doing it now, but probably will get a better product if we wait until after NCDOT's Old Monroe Road project is completed and we see how the changes impact it. In contrast, the downside to waiting is that it could be 3-5 years before the project is complete.
3. Monitor the McGee property and update the Town Council when it goes up for sale. (Administration)
4. Update the cost estimate for road improvements in Union West Business Park and share with Town Council by 3/31/26. (Engineering)
5. Town Council members to engage with NC General Assembly members regarding Union West Business Park by 6/30/27. (Town Council)
6. ED Committee to engage with Atrium in 2026 regarding a hotel around the hospital. (ED Committee)



## **Enhance the Identity for our Town**

- Evaluate how better to communicate with our citizens
- Change the physical appearance of the Town through streetscapes, branding/signage, etc.
- Consider a recreation center, community center, or branch library as a central gathering place for our citizens
- Consider extending Planning communications beyond the required 500 feet
- Consider assigning Planning Board members official Town email addresses to protect the privacy of the members and to comply with transparency and public records requirements.

### **Action Steps**

1. Check with Union County regarding putting the Town's logo on the County's water tower by the Highway 74 bypass by 2/28/26.  
(Administration)
2. Staff to provide funding options during the FY 26-27 budget process including but not necessarily limited to monument signage, enhancing Blair Mill Park including pursuing grant opportunities, coming up with a new plan for the old farmers market space, and investing in Town Center streetscape by Town owned properties (as long as NCDOT's Old Monroe Road project is not an impediment – move to subsequent fiscal years in CIP if so and/or possibly start engineering earlier).  
(Administration, Finance, Parks, Engineering)
3. Review current communications methodologies with Council to identify potential strategic enhancements in Council's desired communication strategy by 4/30/26.

4. Staff to present funding during FY 26-27 Budget process for staffing to draft and implement an enhanced strategic communications plan. (Administration)
5. Staff and planning attorney to present enhanced notification options for Council's consideration and discussions by 7/31/26. (Planning)
6. Ensure greater Town Council member understanding of projects prior to resident meetings with developers by changing process to move Council Member subcommittee meetings prior to neighborhood meetings by 2/28/26. (Planning)
7. Assign Planning Board members official Town email addresses by 6/30/26. (Administration)

## **Wastewater Solutions**

- Explore the impact of the Hendrick Motor Sports development bringing Charlotte Water service to the east of 485 and into Stallings' Town limits
- Consider site-specific package plants when proposed by developers
- Invite Union County Commissioners to share their long-term strategy for wastewater
- Continue working with other jurisdictions to share strategies for addressing the wastewater issue
- Evaluate avenues to support citizens with failing septic tanks

### **Action Steps**

1. Staff will contact Hendrick to determine plans and how it relates to sewer capacity by 4/30/26. (Engineering)
2. After coordinating with Hendrick, staff will contact Charlotte Water and report back to Council by 6/30/26. (Engineering)
3. Staff will contact Union County regarding reports concerning failing septic tanks in the Millstone subdivision to determine if there are any County or State resources available to help by 3/31/26. (Engineering)
4. The Town will evaluate alternative wastewater treatment proposals, such as package plants, on a project-by-project basis as submitted by developers in a formal application. (Engineering)
5. Provide sewer capacity updates as listed by Union County in monthly staff report (Engineering).