



October 26, 2026
 Stallings Government Center
 321 Stallings Road
 Stallings, NC 28104
 704-821-8557
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>Samuel Smith, Boy Scout Troop 174</i> <i>Eagle Scout Project</i>	Eunice Donnelly, Parks & Rec. Dir.	NA
	7:10 p.m.	Public Comment	David Scholl, Mayor	NA
1.	7:20 p.m.	Consent Agenda A. Minutes (1) 09-14-2026 (2) 09-28-2026 B. Ordinance Adopting the Code of Ordinances Supplement 16 C. Fiber Advocacy Letter D. Amended Budget Ordinance 2 – Police Department State Bonuses E. Speed Limit Change on Matthews- Indian Trail Road	David Scholl, Mayor	Approve/Amend Consent Agenda
2.	7:25 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.	7:35 p.m.	Agenda Approval	David Scholl, Mayor	Approve agenda as written
4.	7:37p.m.	Communications Strategic Assessment and Plan Consultant A. Proposal B. Amended Budget Ordinance 3	Alex Sewell, Town Manager	Approve/Deny proposal
5.	7:45 p.m.	Landscaping A. Potters/Pleasant Plains Intersection B. Town Hall	Kevin Parker, Engineering Dir.	Approve/Deny landscaping
6.	7:55 p.m.	Park Benches (<i>Couzens</i>)	Mike Couzens, Council Member	Discussion and possible action
7.	8:05 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 September 14, 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; Jessie Williams, Finance Officer; Eunice Donnelly, Parks and Recreation Director; 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 Jon Van de Riet delivered the invocation. Mayor Scholl then led the Pledge of Allegiance and called the meeting to order.

Public Comments

Arthur Cramer, 161 Tallemore Court, Shannamara, was present to ask the Council to reconsider its stance on pickle ball courts lighting. He cited the Town's own reports about pickle ball courts bringing neighbors together. Stallings permitted pickleball until 9 p.m. but prevented court lights after sunset. He wanted to know why lighting was currently permitted on tennis courts but not pickleball. He gave Council examples of other towns' rules on lighting for pickle ball courts. He said it extended beyond him and his family as a petition had received over 100 signatures to allow professional lighting on courts during approved hours. He requested staff draft an amendment for lighting during the allowable hours.

Joe Horvath stated he was not going to listen to the dog and pony show and would be leaving after his comments. He stated that the Town did not know that there were no analytics on the website for eight years and no one mentioned it. He stated that he could not find TIAs, but it took staff two months to find them. He could not find how the Council and Planning Board voted on the TIAs. He stated that the Council was stating that the public was generating garbage for the Town to collect. He asked that the Town Council look in the mirror and that the employees should be doing more on the front end for public to have proper access to information. He stated the Shannamara home values were off 12% since the Council voted for Stevens Village and he felt the timing was incidental. He stated that the Town had two live websites. He did not want a rebuttable because the Council did not ever rebut.

Karen Knudsten stated she was back about the yard damage from Kinetic's dig. She stated that Council Member Couzens had been helping but there were more claims now that people were using irrigation systems again after the drought. Homeowners were being asked to pay for the repair costs and

submit for reimbursement. She also mentioned that now Spectrum was digging up the yard. There were ongoing issues with internet provider damages. She stated that it seems like the issues were compounding.

1. Consent Agenda

A. Minutes from the following meetings:

(1) 08-10-2026

B. 2026 Order of Collection

C. Stallings Municipal Park Pickleball Courts Non-Conforming Approval

D. Stallings Police Department and Central Piedmont Community College Memorandum of Understanding for use of 2725 Old Monroe Road

Council Member Richardson made the motion to approve the Consent Agenda as presented. The motion was seconded by Council Member Wojtowicz and passed unanimously by Council. The *2026 Order of Collection* is attached to these minutes and therefore incorporated herein.

2. Reports

A. Report from Mayor

Mayor Scholl reported he attended the Union County Chamber of Commerce event where the County presented its State of the Union annual report.

B. Report from Council Members/Town Committees

Council Members Ayers and Hall had no reports.

Council Member Couzens reported he would continue to help residents with fiber digging complaints. He also announced that on the north side of Town a new dry cleaners opened and Novant opened a new medical office in that same complex. He also reported that he attended the groundbreaking for the new Atrium West Hospital addition with Mayor Pro Tem Brad Richardson, Town Manager Alex Sewell, and Chief Dennis Franks.

Council Member Van de Riet had no report.

Council Member Richardson reported that at the next Charlotte Regional Transportation Planning Organization (CRTPO) meeting, where he was the chair, the board would discuss and vote on the managed lanes delivery for I-77 improvements. Stallings had been in favor of this project for many years and was not in the group of municipalities who changed that position. The state had imposed penalties on the municipalities who changed their position.

Council Member Wojtowicz had no report.

C. Report from Town Manager/Town Departments

Town Manager Sewell reported the following:

- Budget Line Items Transfer List – The *August 2026 Budget Line Item Transfer List* is attached to these minutes and therefore incorporated herein.

- Parks and Recreation Director Eunice Donnelly reminded the Council and public that Stallings Fest would be held the upcoming weekend and would run Friday night and Saturday.

3. Agenda Approval

Mayor Scholl requested moving Agenda Item 7.A., *Fiber Installation Concerns (Couzens)*, to Agenda Item 5.A. and to remove Agenda Item 7.C., *State Capital Funds*. Council Member Richardson asked to remove Agenda Item 7.B., *Communications Plan*.

Council Member Wojtowicz made the motion to approve the Agenda with the changes above. The motion was seconded by Council Member Ayers and passed unanimously.

4. Public Records Request Special Assessment *Recessed from 08-10-2026*

Town Attorney Cox reminded the Council that it recessed this item on 08-10-2026 in order to study the policy and share any desired revisions. She reminded the Council it was discussing this because there had been a huge increase in public records requests and the types of public records requests over the past several months. She noted that North Carolina General Statutes 132-6(b) allowed municipalities to charge special service charges for extensive use of technology resources or extensive clerical or supervisory assistance. The Public Records Request Special Assessment Policy outlined the structure that would trigger the special charge which was a request taking over four hours of Staff time.

Council Members gave their feedback on the policy and expressed support for adopting the policy.

Council Member Richardson made the motion to approve the Public Records Request Special Assessment Policy. The motion was passed unanimously by Council after a second from Council Member Van de Riet. The *Public Records Request Special Assessment Policy* is a part of the Town of Stallings Town Policies located on the Town's website.

5. Encroachment Agreement Ordinance and Fee Schedule Updates

Engineering Director Kevin Parker explained the Town currently utilized a single Right-of-Way Encroachment Agreement and charged a uniform \$100 fee for all encroachments, regardless of the size, complexity, or type of work proposed within Town-maintained right-of-way. The Town had experienced

a significant increase in large-scale right-of-way construction projects, including fiber/broadband and other linear facility installations.

Those larger projects required substantially more staff involvement, including construction-plan review, contractor coordination, preconstruction meetings, field inspections, resident and Council communications, restoration monitoring, and follow-up on construction-related concerns. The existing \$100 flat fee did not adequately reflect the Town resources required to administer these larger encroachments. Based on the larger projects and a review of staff time associated with right-of-way projects, Staff worked with the Town Manager, Finance Department, and Town Attorney to develop a revised Right-of-Way Encroachment Ordinance and Fee Schedule. Staff's complete review and assessment is attached to these minutes and therefore incorporated herein.

Council discussed the item. Council Member Couzens made the motion to approve the Encroachment Agreement Ordinance and Fee Schedule. The motion was passed unanimously by Council after a second from Council Member Ayers. The *Encroachment Agreement Ordinance and Fee Schedule* is attached to these minutes and therefore incorporated herein.

5.A. Fiber Installation Concerns (Couzens)

Council Member Couzens explained there was an unfairness that contractors have the ability to perform work in Town but any repairs were up to the homeowners. Therefore, he suggested that the Town collaborate with other municipalities who had experienced these issues.

Council Member Van de Riet stated that he would bring the issue up at the next WUMA meeting. Town Manager Sewell would also bring a sample resolution/state representative letter back to Council for approval that addressed the issue.

6. CRTPO Discretionary Grants Program Project Applications

Engineering Director Kevin Parker reminded Council that at its July 13, 2026 meeting, Town Council approved moving forward with the Chestnut Road sidewalk project in partnership with the Town of Indian Trail. During that discussion, Staff advised Council that additional bicycle and pedestrian projects on the north side of Town would be evaluated for potential submission through the Charlotte Regional Transportation Planning Organization's (CRTPO) Fall 2026 call for projects.

CRTPO opened its 2026 Discretionary Grants Program call for projects on August 17, 2026. Approximately \$52.3 million was available through the program, with approximately \$10.3 million targeted toward non-highway projects. Final applications were due October 30, 2026.

Staff identified four potential bicycle and pedestrian project applications for Council consideration:

- Northern Spine Greenway – Segment A – Total cost: \$7.7M; Town Match: \$5.4M
- Northern Spine Greenway – Segment B - Total cost: \$7.5M; Town Match: \$5.2M
- Northern Spine Greenway – Segment C - Total cost: \$3.9M; Town Match: \$1.3M
- Lawyers Road Sidewalk Connectors - Total cost: \$3.5M; Town Match: \$1.0M

Staff did not recommend committing to projects.

Engineering-only cost were:

- Northern Spine Greenway – Segment A – Total cost: \$843K; Town Match: \$169K
- Northern Spine Greenway – Segment B - Total cost: \$1.1M; Town Match: \$228K
- Northern Spine Greenway – Segment C - Total cost: \$595K; Town Match: \$119K
- Lawyers Road Sidewalk Connectors - Total cost: \$545K; Town Match: \$109K

Staff recommended funding the engineering costs. The Council held consensus to bring this item back during the annual retreat and budget meetings.

7. Council Discussions

A. Fiber Installation Concerns (Couzens)

This item was moved to Agenda Item 5.A.

B. Communications Plan (Couzens)

This item was removed from the Agenda.

C. State Capital Funds (Scholl)

This item was removed from the Agenda.

8. Adjournment

Council Member Ayers moved to adjourn the meeting, seconded by Council Member Richardson, and the motion received unanimous support. The meeting was adjourned at 8:47 p.m.

Approved on _____, 2026.

David Scholl, Mayor

Erinn E. Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC

DRAFT

**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 September 28, 2026, at 7:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

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

Those absent were: Mayor David Scholl.

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

Invocation, Pledge of Allegiance and meeting called to order

Mayor Pro Tempore Brad Richardson welcomed everyone to the meeting and delivered the invocation. He then led the Pledge of Allegiance and called the meeting to order.

Public Comments

No one was present who wished to give public comment.

1. Consent Agenda

A. NCDOT Agreement – Town Street Signs at Potter/Pleasant Plains Intersection

Council Member Ayers made the motion to approve the Consent Agenda as presented. The motion was passed unanimously by Council after a second from Council Member Hall.

2. Agenda Approval

Council Member Ayers made the motion to approve the Agenda as presented. The motion was seconded by Council Member Wojtowicz and passed unanimously.

3. Solicitation Ordinance

Town Attorney Cox explained the Stallings Code of Ordinances Chapter 113 currently regulated panhandling/begging, canvassing, and commercial solicitation as three separate categories, each subject to different rules depending on what the speaker was saying. However, the ordinance needed to be brought into compliance with current First Amendment law and to substantially reduce the Town's exposure to a

constitutional challenge. Courts have held that any ordinance which applied different rules depending on the topic or content of the speech was “content-based” and must survive the highest level of judicial scrutiny, a standard content-based speech restrictions almost never meet.

Council Member Van de Riet made the motion to approve the Solicitation Ordinance as presented in order to come into compliance with the First Amendment. The motion passed unanimously by Council after a second from Council Member Wojtowicz. The Solicitation Ordinance is attached to these minutes and therefore incorporated herein.

4. Balanced Scorecard FY 25-26 Annual Report

Town Manager Sewell reminded the Council that the Balanced Scorecard was a Council priorities guide for the departmental work and the use of Town resources creating a tool for performance measures. He then reviewed the Balanced Scorecard FY 25-26 Annual Report with the Council. The *Balanced Scorecard FY 25-26 Annual Report* is available for inspection on the Town’s website.

5. Fiber Advocacy Letter

Town Manager Sewell reminded Council that at its last meeting, Council discussed ongoing concerns related to fiber and broadband deployment in Stallings neighborhoods, including resident communication, restoration issues, private-property impacts, utility strikes, contractor responsiveness, and the limits of local government authority. Following that discussion, staff prepared the requested draft advocacy letter. The draft letter had been reviewed individually by the Council and the Town Attorney. Council held consensus to add the topic of multiple providers digging at different times to the letter and bring the letter back to Council for approval with that addition.

6. Landscaping Options for Potter/Pleasant Plains Intersection (Ayers)

Council Member Ayers explained that he had received some complaints about the landscaping at the Potter/Pleasant Plains Intersection. He requested Staff determine some options and bring it back to Council.

7. Adjournment

Council Member Couzens moved to adjourn the meeting, seconded by Council Member Ayers, and the motion received unanimous support. The meeting was adjourned at 7:56 p.m.

Approved on _____, 2026.

David Scholl, Mayor

Erinn E. Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC

DRAFT



AN ORDINANCE ADOPTING THE CODIFIED CODE OF ORDINANCES with SUPPLEMENT SIXTEEN

WHEREAS, American Legal Publishing Corporation has completed the codified version with Supplement Sixteen to the Code of Ordinances of the Town of Stallings, which the supplements contain all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of the Town of Stallings; and

WHEREAS, the codified ordinances contain the official ordinances of the Town;

NOW THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Stallings, NC that the codified version through Supplement Sixteen to the Code of Ordinances of the Town of Stallings is the official version for the Town.

ADOPTED this the 26th day of October, 2026.

David Scholl, Mayor

Attest:

Erinn Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC



To: Mayor and Town Council
From: Alex Sewell
Date: 10/22/26
RE: **Fiber Advocacy Letter – Request for State and Federal Review**

Requested Action

Town Council to consider approval of the attached fiber/broadband advocacy letter and authorize the Mayor to sign and transmit the letter on behalf of the Stallings Town Council.

Background

At the September 14, 2026 Town Council meeting, Council discussed ongoing concerns related to fiber and broadband deployment in Stallings neighborhoods, including property damage, restoration, utility strikes, contractor responsiveness, and the limits of local government authority.

Following that discussion, staff prepared an advocacy letter requesting state and federal review of the current regulatory framework. The draft was reviewed by the Town Attorney, and legal clarifications were incorporated.

At the September 28, 2026 meeting, Council expressed support for the overall approach and requested additional language addressing the cumulative impact of multiple providers repeatedly excavating the same neighborhoods, rights-of-way, and utility easements.

Staff incorporated that language, including a request for improved coordination and consideration of approaches that could reduce repeated excavation. As of October 19, no additional revisions have been requested by Council.

Summary

The proposed letter recognizes the importance of continued broadband expansion while requesting a better balance between timely deployment, resident protection, and provider accountability.

Specifically, the letter requests state and federal consideration of:

1. Clearer provider and contractor accountability;
2. More effective restoration and claims processes;
3. Protections for private-property impacts without making local governments claims administrators;

4. Preservation of practical local right-of-way management authority;
5. Better coordination to reduce repeated excavation and neighborhood disturbance;
6. Reasonable cost recovery for local governments;
7. A clearer state-level complaint and escalation process; and
8. Improved utility-strike and safety reporting.

The letter seeks legislative and regulatory consideration of these issues. Its approval would not itself change the Town's current ordinances, permitting requirements, or enforcement authority.

Financial Impact

No direct financial impact is anticipated beyond staff time associated with transmitting the letter and any subsequent coordination.

Staff Recommendation

Staff recommends approval of the attached advocacy letter and authorization for the Mayor to sign and transmit it on behalf of the Stallings Town Council.

Enclosure

Proposed Fiber/Broadband Advocacy Letter



Town of
Stallings

315 Stallings Road ▪ Stallings, North Carolina 28104

[Date]

Re: Request for State and Federal Review of Fiber/Broadband Deployment Accountability, Resident Protection, and Local Right-of-Way Authority

Dear State and Federal Leaders:

On behalf of the Town of Stallings, the Mayor and Town Council respectfully request your review and assistance regarding the state and federal framework governing fiber and broadband deployment affecting local rights-of-way, utility easements, and residential neighborhoods.

The Town of Stallings understands and supports the continued expansion of reliable broadband infrastructure, provided that deployment occurs with reasonable safeguards for residents, neighborhoods, public infrastructure, and local rights-of-way. Reliable high-speed internet service is important for residents, businesses, education, public safety, economic development, remote work, and quality of life. We recognize that state and federal policy encourages broadband deployment, competition, and access to modern communications infrastructure.

However, deployment should not come at the expense of clear accountability, safe construction practices, timely restoration, or meaningful resident recourse when problems occur.

Recent fiber installation activity in Stallings has shown that the current framework does not always provide residents, local governments, or providers with a clear and workable accountability process when construction-related problems occur.

Over the past several months, Stallings residents have raised concerns involving yard restoration, irrigation and backflow systems, driveway and driveway-apron damage, settlement or recurring restoration failures, service interruptions, open or unsecured work areas, utility strikes, contractor communication issues, and difficulty identifying the correct provider or contractor contact for follow-up. Many of these issues arise from work performed by contractors or subcontractors on behalf of a broadband or fiber provider.

Council has also observed a related and recurring concern: multiple broadband providers may enter the same neighborhood, right-of-way, utility easement, or yard area in sequence, with one provider installing conduit and

disturbing the area, followed by another provider returning later and disturbing the same area again. This repeated construction activity can create cumulative impacts for residents, even where each individual provider is acting under its own approval or construction process. Residents experience the practical effect as repeated disturbance to the same yard, easement, or neighborhood area, including repeated or incomplete restoration efforts and uncertainty about which provider is responsible for a particular condition.

The Town has worked to respond appropriately within its authority. Staff has helped route resident concerns, identify provider contacts, screen issues for immediate safety or Town infrastructure concerns, and improve the Town's own communications, intake, permitting, and right-of-way processes. The Town's guiding principle has been that the Town should listen, help residents reach the appropriate party, screen concerns for safety or Town-infrastructure issues, and identify recurring problems that may warrant broader provider coordination, while the responsible provider or contractor remains responsible for investigating and resolving private-property damage, restoration, service, and contractor-conduct concerns.

However, the larger issue is not simply a local administrative issue. It is also a state and federal policy issue.

Under North Carolina law, municipalities have general authority and control over public streets, sidewalks, alleys, bridges, and other ways of public passage. This includes the power to regulate the use of streets, sidewalks, and alleys, as well as the power to regulate, license, and prohibit digging or the placement of pipes, poles, wires, fixtures, or appliances in those areas.

At the same time, North Carolina's broadband deployment statute requires a city to approve or deny a broadband right-of-way or encroachment application within 30 days, provides that an application is deemed approved if no written decision is issued within that period, and limits local conditions to reasonable installation guidelines, prompt repair of damage caused by the applicant or its agent, and financial responsibility or commercially reasonable insurance demonstrating adequate resources to repair damage caused by the applicant or its agent. The statute also requires applications to include information such as the identity of the applicant and contractors, the type of installation, the proposed construction timeline, and the location or address of the proposed work.

Federal law also limits state and local requirements that prohibit or have the effect of prohibiting telecommunications service, while preserving state and local authority to manage public rights-of-way and require fair and reasonable, competitively neutral, nondiscriminatory compensation for use of those rights-of-way. Federal cable law, where applicable, also provides that a cable franchise authorizes construction of a cable system over public rights-of-way and through easements dedicated for compatible uses, subject to safety, cost, and damage-related obligations.

These laws serve important deployment goals. But in practice, the existing framework leaves municipalities with limited practical enforcement and accountability tools when construction is underway, residents experience property damage or restoration disputes, and providers or contractors are slow to respond. Local governments are not well positioned, legally or practically, to determine causation, adjudicate reimbursement claims, or act as the claims administrator between a resident and a fiber provider. At the same time, residents naturally turn to their local government when the work occurs in their neighborhood, near the street, or within a utility easement.

This issue is not unique to Stallings. Public guidance from at least one other North Carolina municipality reflects similar challenges: fiber providers may have access to rights-of-way or easements, cities may have limited control over private easement activity, and residents are often directed to the responsible utility or contractor's claims process, with the local government helping make the connection when appropriate.

The Town is not asking state or federal leaders to stop broadband deployment. We are asking for a better balance between timely deployment and meaningful accountability. Broadband providers should be able to build modern infrastructure efficiently, but residents should also have a clear, reliable process when construction damages property, creates unsafe conditions, disrupts service, or leaves restoration incomplete.

The Town respectfully asks state and federal leaders to consider reforms or clarifications in the following areas:

1. Clear provider and contractor accountability.

Providers deploying fiber or broadband infrastructure should be required to maintain a clear local construction/restoration contact, a public claims or concern process, ticket numbers or tracking, acknowledgement deadlines, inspection and response timelines, and an escalation contact for residents and local governments. These requirements should apply to work performed by contractors and subcontractors on the provider's behalf.

2. Meaningful restoration and claims process.

State law currently allows municipalities to require financial responsibility or commercially reasonable insurance demonstrating adequate resources to repair damage caused by the applicant or its agent. The law should be clarified so that residents and local governments understand how that financial responsibility is accessed, how claims are submitted, what documentation is required, and what timeline applies when property damage or recurring restoration failure is alleged.

3. Protection for private-property impacts without making local governments claims administrators.

Many resident concerns involve yards, irrigation, landscaping, driveway edges, and other property-specific impacts. The Town asks state and federal leaders to consider whether a provider-administered, state-supervised, or otherwise standardized claims, bond, escrow, warranty, or insurance mechanism is appropriate for private-property restoration claims arising from broadband construction. Such a process should protect residents without placing municipalities in the role of determining causation or reimbursement between private parties.

4. Preservation of practical local right-of-way management authority.

Municipalities need clear authority to require reasonable pre-construction coordination, project phasing, resident notice, visible contractor identification, emergency contact information, restoration standards, closeout information, and corrective action when work creates safety concerns, damages public infrastructure, or repeatedly fails to comply with local right-of-way requirements. This should be balanced with the shared goal of timely broadband deployment.

5. Better coordination to reduce repeated excavation and serial neighborhood disturbance.

State and federal leaders should consider whether "dig once," joint-trench, shared-conduit, or construction-window coordination policies can be adapted to residential broadband deployment. A workable framework

could require providers planning underground work in the same neighborhood, corridor, right-of-way, or utility easement area to provide advance route and timeline information, identify potential joint-trench or shared-conduit opportunities, coordinate sequencing where feasible, and explain when separate excavation is technically or legally necessary. Such a framework should preserve broadband competition and timely deployment while reducing repeated disturbance to residents' yards, utility easements, and neighborhood rights-of-way.

6. Reasonable cost recovery for local governments.

Large-scale fiber projects can require significant staff time for plan review, coordination, pre-construction meetings, inspections, resident concerns, provider follow-up, reinspection, and restoration monitoring. Any state or federal policy on right-of-way fees should preserve the ability of local governments to recover reasonable actual costs rather than shifting the cost of private infrastructure deployment to local taxpayers.

The Federal Communications Commission is currently considering proposed wireline deployment rules that would limit state and local wireline authorization fees to a reasonable approximation of actual, direct right-of-way management costs and establish safe harbor fee levels. As that proceeding moves forward, the Town asks that any final framework preserve reasonable local cost recovery for review, coordination, inspection, public-infrastructure protection, and restoration-related work.

7. A clear state-level complaint and escalation path.

Residents often do not know whether to contact the provider, contractor, local government, Attorney General, Utilities Commission/Public Staff, NC 811, or another agency. Current North Carolina Public Staff guidance indicates that broadband, internet, cable or satellite television, wireless, and similar complaints can be directed to the North Carolina Attorney General's Office, while also noting that the Attorney General does not have jurisdiction over all complaint types.

The Town asks the State to consider a clearer statewide intake or escalation framework for broadband construction and restoration complaints, including coordination among the Attorney General, Public Staff, Department of Information Technology, NC 811, local governments, and providers.

8. Improved utility-strike and safety reporting.

North Carolina law already requires an excavator who damages a facility to immediately notify the Notification Center and the facility operator, if known, of the location and nature of the damage. When the damage results in the discharge of electricity, the escape of flammable, toxic, or corrosive gas or liquid, or danger to life, health, or property, the excavator must immediately notify emergency responders, including 911, the Notification Center, and the facility operator.

When such incidents occur during broadband deployment in residential neighborhoods and affect public safety, public infrastructure, or local right-of-way management, local governments should also receive timely incident information sufficient to understand the location, responsible contractor, safety status, and corrective steps before additional work proceeds nearby.

The Town of Stallings would welcome the opportunity to work with our legislative delegation, congressional delegation, state agencies, federal partners, local government organizations, and broadband providers on practical reforms that support both broadband access and resident protection.

Thank you for your consideration and for your service to North Carolina communities and the Town of Stallings.

Respectfully,

David Scholl
Mayor, Town of Stallings

On behalf of the Stallings Town Council



MEMO

To: Stallings Town Council
Via: Alex Sewell, Town Manager
From: Jessie Williams, Finance Officer
Date: October 26, 2026
RE: **Amended Budget Ordinance No. 2**

North Carolina is providing a one-time \$1,750 compensation bonus to sworn local law enforcement officers. The bonus is part of the 2026 state budget and the Back the Blue Pay Act (HB 42).

The Town was required to certify the number of sworn law enforcement officers employed as of June 30, 2026 and then received a check in mid-October totaling \$50,864.76 to fund the one-time \$1,750 bonus plus the employer social security and medicare (FICA) taxes for 27 sworn officers.

These bonus payments were required to be made as close to October 15, 2026 as was practicable and in a separate payroll run. Friday October 16th was a normal bi-weekly pay date, so these bonuses were paid on Friday, October 23rd.

Staff is requesting approval of an amended budget ordinance to recognize the funding received for this bonus.

Requested Action:

Adoption of attached Amended Budget Ordinance 2

AMENDED BUDGET ORDINANCE – NO. 2
TOWN OF STALLINGS, NORTH CAROLINA
FISCAL YEAR 2026-2027

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the budget for fiscal year 2026-2027 is hereby amended as set forth below:

Category	Account Number	Net Increase or (Decrease)	Current Budget	Amended Budget
<u>General Fund</u>				
<u>Revenue Budget - Police</u>				
Miscellaneous Revenue	10-10-3839-430	\$ 50,865	\$ -	\$ 50,865
<u>Expense Budget - Police</u>				
General Operating/Patrol				
Salaries & Wages	10-10-4310-000	\$ 45,500	\$ 2,370,800	\$ 2,416,300
Payroll Tax - Employer Portion	10-10-4310-009	\$ 3,481	\$ 193,600	\$ 197,081
School Resource Officer				
Salaries & Wages	10-10-4411-000	\$ 1,750	\$ 71,000	\$ 72,750
Payroll Tax - Employer Portion	10-10-4411-009	\$ 134	\$ 6,000	\$ 6,134

Explanation: To recognize funding from the 2026 Local Law Enforcement Bonus Program approved with the State's budget.

This Amendment to the Budget Ordinance shall be effective upon adoption.

The said Budget Ordinance, except as amended, shall remain in full force and effect.

ADOPTED this the 26th day of October 2026.

David Scholl, Mayor

Erinn Nichols, Assistant Town Manager/Town Clerk



MEMO

To: **Mayor and Town Council**
Via: Alex Sewell, Town Manager
From: Kevin Parker, P.E., Town Engineer
Date: October 26, 2026
RE: Matthews-Indian Trail Road Speed Limit Reduction

Background:

In response to resident inquiries regarding vehicle speeds along Matthews-Indian Trail Road, Town Staff requested that the North Carolina Department of Transportation (NCDOT) conduct a speed limit evaluation. Following its review, NCDOT recommended reducing the posted speed limit from 45 mph to 35 mph along the segment of Matthews-Indian Trail Road extending north from the intersection with Stallings Road to the Town limits.

The proposed reduction is intended to address traffic safety concerns and improve traffic conditions along this corridor. Because the affected roadway segment is located within the Town of Stallings' corporate limits, NCDOT has requested formal approval from Town Council before implementing the change.

An attached map identifies the roadway segment subject to the proposed speed limit reduction. To proceed, Town Council must repeal the existing speed limit ordinance applicable to this segment and adopt a new ordinance establishing the recommended 35 mph speed limit.

Requested Action:

Staff requests that Town Council repeal the existing speed limit ordinance for Matthews-Indian Trail Road, from Stallings Road north to the Town limits, and adopt the proposed ordinance establishing a 35 mph speed limit along this segment, as recommended by NCDOT.



Proposed Limits of Speed Limit
Reduction (45 mph to 35mph)

Concrete Supply
Matthews plant

1423

1423

1423

Advance Auto Parts

Atrium Health Union
West Emergency

Union County
Water Tower

Robert's Lift Services
LLC | Automotive Car...

Public Storage
4.7★ (502) Public
Storage Facilities

InTown Suites Extended
Stay Matthews NC...

Union County
Business Center

Certification of Municipal Declaration To Repeal Speed Limits and Request for Concurrence

Concurring State Ordinance Number: 1042748

Division: 10 **County:** UNION

Municipality: STALLINGS

Type: Municipal Speed Zones

Road: SR 1367

Car: 45 MPH

Truck: 45 MPH

Description: Matthews-Indian Trail Road (SR 1367) from Stallings Road (SR 1365) to thenorthern corporate limit, at the Mecklenburg-Union county line, approximately 0.55 mile north of Stallings Road (SR 1365).

Municipal Certification

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the _____ day of _____, 20____, the repeal of speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of _____, 20_____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____



To: Mayor and Town Council
From: Alex Sewell, Town Manager
Date: 10/22/26
RE: **Strategic Communications Assessment and Plan Proposal**

Requested Action

Review the attached proposal, provide any desired direction on its scope, and approve a \$9,000 budget amendment to fund the strategic communications assessment and plan, including an allowance for related expenses.

Background

Earlier this year, Council reviewed the Town's communications and directed several low-cost improvements, while opting not to add a dedicated communications position due to cost concerns.

Several members of the public have continued to share concerns and ideas about Town communications with Council members. At Mayor Pro Tem Brad Richardson's invitation, the Mayor, Assistant Town Manager Erinn Nichols, and I met with Dr. Julie Hill to discuss the Town's current practices and opportunities for improvement. We appreciate Brad's help in making that connection.

As outlined in the September 25 Council update, Dr. Hill prepared a proposal for an independent assessment and strategic communications plan. Erinn and I met with her on October 8 to discuss the proposed scope, process, and expectations.

Summary

The proposal would help the Town identify what is working, where residents encounter difficulties obtaining or understanding information, and which improvements would provide the greatest benefit within available resources.

The primary focus is external communications with residents and other stakeholders. The assessment may also identify internal coordination improvements needed to support that work, along with opportunities for broader internal communications improvements in the future.

The approximately 90-day engagement would include:

- An assessment of current communications practices, channels, policies, responsibilities, and resources.
- Input from staff, elected officials, and other stakeholders.

- A strategic communications plan covering approximately 12 months, with longer-term recommendations as appropriate.
- Recommendations addressing communications methods, coordination, staffing, and resources.
- Measures of effectiveness aligned with the Town's Balanced Scorecard.

In reviewing the proposal, staff emphasized the importance of considering Council members' ideas, strengthening coordination across departments, and identifying the workload and resource implications of recommended improvements.

This work would build on Council's earlier review and the improvements it directed. The assessment would inform future decisions; proceeding with it would not commit Council to adding a position or funding particular implementation recommendations.

Dr. Hill plans to attend the October 26 Council meeting and will be available to answer questions about the proposal.

Financial Impact

Staff requests a \$9,000 budget amendment to cover the \$7,500 proposal fee and a \$1,500 allowance for approved expenses or additional work associated with the engagement. Survey distribution, printing, focus group materials, and other out-of-pocket expenses require prior written approval from the Town Manager or designee. Work outside the agreed scope requires advance agreement and would be billed at \$95 per hour. Staff would manage the engagement within the \$9,000 authorization.

This funding covers assessment, planning, and implementation recommendations. Any additional funding needed to carry out the resulting plan would be brought back to Council for consideration.

Beyond this engagement, staff could also seek Dr. Hill's assistance with occasional communications questions or specific needs at the proposal's rate of \$95 per hour. Such work would be agreed upon in advance, subject to available budget authority, and funded separately from the \$9,000 requested here.

Staff Recommendation

Staff recommends approving the proposed engagement with Dr. Hill and the \$9,000 budget amendment. An independent assessment would help Council evaluate communications needs and practical options, with attention to resident access to information, staff capacity, and measurable results.

Enclosed: Strategic Communication Plan Development Proposal

Town of Stallings Strategic Communication Plan Development Proposal

Julie Hill, PhD

October 6, 2026

Content

1. Summary
2. Scope of work
3. Deliverables
4. Plan Components
5. Consultant Qualifications
6. Project Fee and payment schedule

Summary

The Town of Stallings' 2026 priorities call for the development and implementation of an enhanced strategic communications plan to strengthen its communication with residents, businesses, community organizations, visitors, employees, and other key stakeholders. This includes considerations for different/additional communication methods and staffing to address persistent concerns about information access and clarity of existing tools. The timing for this work is especially useful as it gives the Town the opportunity to consider a range of factors that should inform a contemporary plan: the evolving landscape for communication, citizen expectations, how and where people get information, and what resources are needed to put an effective program in place.

Making government easier for residents to understand and easier for employees to explain is a hallmark of good municipal stewardship. Stallings already has a solid communications infrastructure, including a website, Council agendas/minutes and recordings, planning information, social media, and established social media policy, so the approach being proposed here is to focus, reshape and reinvigorate. The goal is not simply to communicate *more*, but to communicate more clearly, consistently, strategically, and effectively while allowing appropriate flexibility for different audiences and situations.

Scope of Work

An effective municipal communications program should make it easier for residents to access information, provide information that is easy to understand and consistent across departments and channels, and feature ways to meaningfully engage stakeholders.

This project will provide an independent assessment as the foundation to creating a strategic framework for the Town's communications program—what it should look like, and what staffing, processes and resources are needed to provide it. The resulting strategic plan will emphasize clear and consistent messaging, improved access to information, proactive communication with various stakeholder groups, opportunities for public engagement, and preparedness for emergencies and other high-interest events.

The central questions driving this proposal are twofold:

1. How do we turn all of the information the Town already produces into a coordinated communications program that residents can easily navigate?
2. What should be stopped, started, or changed to improve the Town's communication infrastructure, availability of information, and citizen satisfaction with the service?

While this proposal focuses primarily on external communication, it recognizes the inextricable linkage between good internal and external communication and may also result in some considerations for addressing internal communication strategies.

This work will be completed over approximately 90 days and will result in a strategic communications plan and implementation recommendations tailored specifically to the Town of Stallings. The proposed process is designed to be practical and scalable, recognizing limited staff capacity and financial resources.

Deliverables

The consultant will develop a Strategic Communication Plan informed by an assessment of the Town's current situation, communication practices and resources, policies, procedures, organizational structure, staff responsibilities, tactics and channels, stakeholder input (potentially gathered through a survey), emerging technologies, research on media and communication, and municipal communication best practices.

The deliverables include:

- Communications assessment
- Stakeholder interviews (maximum of two days on site; potentially a mix of focus groups and individual interviews with selected staff, elected officials and other stakeholders identified jointly by the Town and consultant.)
- Strategic communications plan covering 12 months (+/-) with longer term recommendations as needed/appropriate
- Leadership presentation if requested
- One round of revisions
- Digital final version

Plan Components

The plan will emphasize data-driven, cost-effective approaches and make maximum use of existing Town resources wherever practical.

- **Situation analysis** – Summary of the current status of the communication in general and the Town's function based on materials review, interviews and other feedback along with best practices in the field
- **Communication Goals** – Specific to the Town's communications program
- **SMART Objectives** – Specific, measurable, achievable, realistic and time-bound
- **Target audiences** –Residents, businesses, community organizations, media, employees and other stakeholders
- **Key messages** - A framework for communicating the Town's primary responsibilities, services and priorities in clear, resident-focused language
- **Communications channels/tactics** – Depending on situation analysis, may include, but not be limited to, website, email, social media, news media, community engagement, signage, print materials, emergency notification systems
- **Content strategy** - A practical framework for recurring communications about such things as town news, services, projects, public safety, parks and recreation, development, infrastructure, emerging issues and events, meetings and decisions, employee/community recognition
- **Measurement** – A set of communications measures and reporting procedures consistent with the Town's Balanced Scorecard

Consultant Qualifications

Julie Hill, PhD, brings more than 25 years of professional experience in municipal and public safety communications, including leadership responsibility for communications programs serving local governments and law enforcement organizations.

She has expertise in educational campaign design and execution, media relations, issues management and crisis communication. She has guided communication responses to a range of manmade and natural disasters and led successful communication components for challenging referendum campaigns.

Julie has been a professor at two major public universities and a consultant and trainer for a variety of public and private sector organizations. She has co-authored three communication-related guidebooks for law enforcement, each through funding partnerships between the Department of Justice Community Oriented Policing (COPS) Office and Major Cities Chiefs Association.

Julie earned an undergraduate degree from Emerson College in Boston, Massachusetts, and her M.S. and PhD (Interpersonal and Public Communication) from Bowling Green State University in Ohio.

Project Fee

The project fee of \$7500 includes all services described above with the exception of any costs associated with the distribution of a community survey, should there be one, as well as printing, focus group materials, or other out-of-pocket expenses. No money will be spent on any out-of-pocket materials without written consent from the town manager or his designee. These expenses will be reimbursed to the consultant at cost.

The Town will be invoiced at three points: when the consultant completes the interviews, when the consultant has the draft plan complete, and when the final digital version is submitted, completing the project. Work outside of the defined scope will be discussed with the Town, agreed upon in advance, and charged at a rate of \$95/hour.

AMENDED BUDGET ORDINANCE – NO. 3
TOWN OF STALLINGS, NORTH CAROLINA
FISCAL YEAR 2026-2027

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the budget for fiscal year 2026-2027 is hereby amended as set forth below:

Category	Account Number	Net Increase or (Decrease)	Current Budget	Amended Budget
<u>General Fund</u>				
<u>Revenue Budget</u>				
Taxes Ad Valorem - Prior Years	10-00-3198-200	\$ 9,000	\$ -	\$ 9,000
<u>Expense Budget - Administration</u>				
Outside/Contract Services	10-00-4120-039	\$ 9,000	\$ 138,656	\$ 147,656

Explanation: To recognize prior year ad valorem taxes received to fund communications consultant.

This Amendment to the Budget Ordinance shall be effective upon adoption.

The said Budget Ordinance, except as amended, shall remain in full force and effect.

ADOPTED this the 26th day of October 2026.

David Scholl, Mayor

Erinn Nichols, Assistant Town Manager/Town Clerk



MEMO

To: **Mayor and Town Council**
Via: Alex Sewell, Town Manager
From: Kevin Parker, P.E., Town Engineer
Date: October 26, 2026
RE: Potter Road/Pleasant Plains Road Intersection Landscaping

Background

At the September 28, 2026 Town Council meeting, Council requested that staff evaluate potential landscaping and beautification opportunities at the intersection of Potter Road and Pleasant Plains Road and return with high-level options for consideration.

Staff reviewed the intersection and consulted with a landscape designer regarding plant materials that may be appropriate for the existing roadway medians.

Existing Conditions

The most practical opportunity for landscaping appears to be within the existing medians along Potter Road. The medians are relatively narrow, generally ranging from approximately 8 to 12 feet wide at their widest points and approximately 150 to 200 feet long.

There is very limited available right-of-way at the corners of the intersection. As a result, staff does not believe there are landscaping or beautification opportunities at the intersection corners without creating conflicts with utilities, sight-distance requirements, or other roadway/pedestrian infrastructure.

Potter Road and Pleasant Plains Road are maintained by NCDOT. Therefore, any improvements within the roadway right-of-way would be subject to NCDOT review and approval prior to installation. Staff believes the concepts outlined below are generally consistent with the types of improvements that may be acceptable to NCDOT; however, no formal NCDOT review has occurred at this time.

Preliminary Landscaping Options

Staff has identified a few high-level options for Council's consideration.

- **Decorative River Rock**
 - Decorative river rock could be incorporated within the medians either as the primary treatment or in combination with plantings. This could provide a cleaner, more finished appearance while reducing the amount of mulch and associated maintenance.
 - Although river rock would reduce some maintenance, periodic weed control, debris removal, and general upkeep would still be necessary.
- **Low-Maintenance Plantings**
 - Ornamental grasses
 - Yucca
 - Caryopteris
 - Russian sage
 - Rosemary

These plants were identified due to their appearance, drought tolerance, and relatively low maintenance requirements once established. They could be used individually or as part of a mixed planting scheme, potentially in combination with decorative river rock.

The intent would be to select plant materials that remain relatively low, maintain appropriate sight distance, tolerate the heat and environmental conditions associated with roadway medians, and require limited watering and maintenance once established.

Preliminary Cost and Maintenance Considerations

Staff has not obtained formal installation or maintenance estimates at this stage. However, for preliminary planning purposes, staff anticipates approximately \$10,000-\$15,000 for installation of landscaping within the medians. The Town would also be responsible for ongoing maintenance. Staff preliminarily anticipates approximately \$5,000 annually for maintenance of the median landscaping.

These figures are conceptual planning estimates only and could vary depending on the final design, quantity and type of plant materials, use of decorative stone, establishment requirements, and contractor pricing.

The estimates apply only to improvements within the existing medians.

Next Steps

If Council would like staff to continue pursuing the project, staff would refine the preferred concept based on Council feedback, coordinate the proposed improvements with NCDOT, develop a more detailed landscaping plan, and obtain installation and maintenance pricing before returning to Council for further consideration.

Low-Maintenance Planting Examples



Rosemary



Russian Sage



Yucca



Caryopteris



MEMO

To: **Mayor and Town Council**
Via: Alex Sewell, Town Manager
From: Kevin Parker, P.E., Town Engineer
Date: October 26, 2026
RE: Town Hall Landscaping

Background

Landscaping improvements around Town Hall were included in the Town's approved budget to help address erosion while also improving the appearance of several under-landscaped areas. Phase 1 of the project, which focused on the parking lot area, was completed in Fall 2025.

As staff prepares to move forward with the next phase, one item requires Council direction: whether to retain the existing mature crape myrtles or remove and replace them as part of the landscaping improvements.

Existing Crape Myrtles

Several of the crape myrtles along the front and side of Town Hall are approximately 30 feet in height and are creating ongoing maintenance issues, including:

- Branches growing into or over the building eaves;
- Ants and other insects using branches to access offices and windows;
- Large and intrusive root systems within the planting areas and near utilities; and
- Difficulty establishing new landscaping around the existing root systems.

These issues are occurring despite routine trimming and maintenance of the trees.

Staff also met onsite with a landscaping contractor to discuss implementation of the planned landscaping improvements. The contractor recommended considering removal of the crape myrtles because the existing root systems may make establishment of the proposed smaller plantings more difficult.

Staff also consulted with the landscape designer, who indicated support for removing the crape myrtles if Council prefers that approach. Potential replacement options include smaller ornamental trees or large shrubs such as Saucer Magnolia, Redbud, and Snowball Viburnum. The overall planting plan would also require minor revisions to account for the increased sunlight resulting from removal of the mature trees.

Council Consideration

Removing the existing crape myrtles would noticeably change the appearance of Town Hall, particularly while replacement landscaping becomes established. However, removal would also provide an opportunity to address the recurring maintenance concerns and incorporate replacement landscaping that is better suited to the building and surrounding planting areas.

The currently approved \$40,000 project budget is not anticipated to be affected by this change.

Requested Council Direction

Staff requests guidance from Council on whether or not to remove and replace the existing mature crape myrtles.

Staff will proceed with the approved landscaping project based on Council's direction.

Existing Town Hall



Crape Myrtle Replacement Examples



Magnolia



Snowball Viburnum



Redbud



MEMO

To: Mayor and Council
Via: Alex Sewell, Town Manager
From: Eunice Donnelly, Parks and Recreation Director
Date: 10/21/2026
RE: **Bench Memorial Program**

Background/Issue:

I am providing Council with preliminary research on the possibility of establishing a memorial bench program in Stallings. A program could give residents and families a meaningful way to honor a loved one while supporting seating in our parks and along greenways. I recommend developing a draft policy and a cost-based fee for Council's consideration before opening applications.

This memo presents options for discussion. The proposed eligibility rules, locations, fees, and maintenance commitments below would require further development and Council consideration.

Community	Posted fee	How the program operates
Mint Hill [1]	\$1,500	New six-foot engraved bench with a concrete pad. Honorees must be current or former residents and may be living or deceased. Staff approve placement and wording. The Town owns and maintains the bench, but does not promise replacement after warranty coverage ends.
Concord [2]	\$1,500	Application approval precedes purchase of a bench with a plaque. Donors may request a park or greenway; staff determine placement based on need. The City states a minimum bench lifespan of seven to ten years.
Mecklenburg County [3]	\$1,500	Dedications use existing benches with an available placard space. The fee includes a placard with up to three lines of text. This offers an alternative to installing a new bench for every dedication.

Fees above are published examples reviewed October 21, 2026, not vendor quotes or proposed Stallings fees. Mint Hill's linked policy is dated June 14, 2019; its current webpage also lists \$1,500. Availability and pricing should be confirmed before implementation.

Mint Hill Bench Example:



Mecklenburg County Bench Example:



Town of Cramerton Bench Example:



Options for Stallings

Program scope. Begin with a limited number of approved locations at Stallings Municipal Park, Privette Park and suitable Town-maintained greenway sites. Review the need for seating, accessible connections, and maintenance access before offering a location. Revisit Blair Mill Park when Master Plan amendment is decided.

Bench and dedication standards. Use a Town-selected commercial bench and a consistent plaque or engraving format. Honorees must be current or former residents - living honorees are eligible. Limit plaques to a Town-approved template with three fields: a dedication title, the honoree's first and last name, and a date or date range. Donors may select only from "In Memory Of," "In Honor Of," or "In Recognition Of." No custom messages, additional wording, logos, or images would be permitted. Staff would verify eligibility and approve each plaque before ordering.

Application and payment. Have Parks & Recreation review the location and inscription before collecting full payment and ordering. Provide a written agreement explaining ownership, installation timing, cancellation terms, and donor responsibilities. Consider scheduled ordering periods to manage staff workload.

Fees and ongoing care. Price a new bench to cover the bench, freight, customization, pad or site work, installation, and administration. Evaluate an allowance for future care. An existing bench dedication could be a separate option where benches are suitable and available.

Ownership and replacement. Retain Town ownership and authority to relocate or remove benches for safety or park improvements. Define routine care, the dedication term or useful-

life standard, damage and vandalism provisions, and replacement or renewal costs. Avoid promising perpetual replacement. Maintain donor contact information and an inventory of dedications.

Financial considerations and next steps

A donor-funded model could offset acquisition and installation costs, but it would still require staff time and ongoing maintenance. A reliable Stallings fee and any budget impact remain undetermined until bench specifications, site needs, and current vendor pricing are established.

Recommended Program Framework

1. **Eligibility:** Honor living or deceased individuals with a meaningful connection to Stallings. Businesses and organizations may participate as donors.
2. **Locations:** Begin with limited, staff-approved park and greenway locations, offering new and existing bench dedications.
3. **Costs and design:** Require donors to cover program costs. Use standard benches and plaques without advertising or logos.
4. **Ownership and maintenance:** Retain Town ownership and placement authority. Provide routine care without guaranteeing permanent placement or replacement.
5. **Administration:** Have Parks & Recreation manage applications and approvals using Council-adopted criteria and designated application periods.
6. **Program review:** Start with a limited pilot and evaluate costs, participation, and staff workload after one year.

Requested outcome: Council consensus on the proposed framework and direction for staff to develop a memorial bench program policy and fee recommendation, obtain Town Attorney's review, and return to Council for discussion and approval at a future meeting.