



## Town Council Agenda

	Time	Item	Presenter	Action Requested/Next Step
	7:00 p.m.	<b>Invocation</b> <b>Pledge of Allegiance</b> <b>Call the Meeting to Order</b>	Wyatt Dunn, Mayor	NA
	7:05 p.m.	<b>Public Comment</b>	Wyatt Dunn, Mayor	NA
1.	7:15 p.m.	<b>Consent Agenda</b> <b>A. Minutes from the following meetings:</b> <b>(1) 05-09-2022 – special</b> <b>(2) 05-09-2022</b> <b>(3) 05-16-2022 – special</b> <b>(4) 05-23-2022</b> <b>(5) 05-23-2022 - closed</b> <b>B. Union County Tax Assessors Office -</b> <b>Stallings Tax Collection Interlocal</b> <b>Amendment (Collection Fee Reduction)</b> <b>C. Amended Budget Ordinance 5 for</b> <b>FY2021-2022</b>	Wyatt Dunn, Mayor	<b>Approve Consent Agenda</b> <i>(All items on the Consent Agenda are considered routine, to be enacted by one motion. If a member of the governing body requests discussion on of an item, the item will be removed from the Consent Agenda and considered separately.)</i>  <b>Motion:</b> I make the motion to: 1) Approve the Consent Agenda as presented; or 2) Approve the Consent Agenda with the following changes: _____
2.	7:17 p.m.	<b>Reports</b> <b>A. Report from Mayor</b> <b>B. Report from Council Members/Town Committees</b> <b>C. Report from Town Manager/Town Departments</b>	Council and Staff	NA
3.	7:45 p.m.	<b>Agenda Approval</b>	Wyatt Dunn, Mayor	<b>Approve agenda as written.</b> <i>(ADD, IF APPLICABLE: with changes as described by Mayor Dunn)</i>  <b>Motion:</b> I make the motion to: 1) Approve the Agenda as presented; or 2) Approve the Agenda with the following changes: _____
4.	7:50 p.m.	<b>FY2021-22 Proposed Budget</b> A. Open Public Hearing B. Public Hearing C. Close Public Hearing D. Council Discussion E. Council Vote	Alex Sewell, Town Manager	<b>Hold public hearing.</b> <b>Discussion and possible action.</b>
5.	8:00 p.m.	<b>Streetscape Design Direction</b> <i>Recessed form 05-23-22</i>	Max Hsiang, Planning Dir.	<b>Discussion and possible action</b>

6.	8:20 p.m.	<b>Annexation 56 – Castlebridge</b> <i>Resolution to Direct the Clerk to Investigate</i>	Erinn Nichols, Asst. Town Manager	Approve/Deny resolution
7.	8:25 p.m.	<b>Resolution Approving Bid Advertisements By Solely Electronic Means</b>	Erinn Nichols, Asst. Town Manager	Approve/Deny resolution
8.	8:30 p.m.	<b>Citizen Survey Feedback</b>	Erinn Nichols, Asst. Town Manager	Review questions and survey
9.	8:45 p.m.	<b>Adjournment</b>	Wyatt Dunn, Mayor	Motion to adjourn

**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 May 9, 2022, at 7:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore David Scholl; Council Members Steven Ayers, Heather Grooms, Graham Hall and Brad Richardson.

Those absent were: Council Member Taylor-Rae Drake.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Max Hsiang, Planning Director; Marsha Gross, Finance Officer; Brian Price, Public Works Director; Karen Reid, Human Resources Director; Eunice McSwain, Parks and Recreation Special Events Coordinator.

Invocation, Pledge of Allegiance and meeting called to order

Mayor Wyatt Dunn welcomed everyone to the meeting and delivered the invocation. Mayor Dunn then led the Pledge of Allegiance and called the meeting to order.

Public Comments

No one was present to give public comment.

Police Department Special Recognitions

Chief Franks awarded Sgt. John Lefor and Officer Kamron Thomas with the Life Saving Award from the Town of Stallings. Due to Sgt. Lefor's and Ofc. Thomas' quick response and recognition of a medical emergency, along with their proper use of CPR, they saved a female victim's life in February 2022.

1. Approval of Consent Agenda Items

- A. Minutes of the following meetings:
  - (1) 03-28-2022 – closed
  - (2) 04-11-2022
  - (3) 04-25-2022 – special
  - (4) 04-25-2022
- B. Indian Trail 5K Annual Road Closure Request Resolution
- C. ARPA Items
  - (1) Nondiscrimination Policy
  - (2) Record Retention Policy
  - (3) Conflict of Interest Policy
- D. Amended Budget Ordinance 3

Council Member Ayers made the motion to approve the Consent Agenda Items as presented. The motion was seconded by Council Member Grooms which passed unanimously by Council. The Indian Trail 5K Annual Road Closure Request Resolution; ARPA Policies (Nondiscrimination Policy, Record Retention Policy, and Conflict of Interest Policy); and Amended Budget Ordinance 3 are attached to these minutes and therefore incorporated herein.

## 2. Reports

### A. Report from the Mayor

Mayor Dunn reported that he had been interviewed by WBTV regarding wastewater issues in Union County. Mayor Dunn conducted the interview at the Atrium Hospital in Stallings.

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

There were no Council Members who had reports.

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

Town Manager Sewell reported on the following information:

- Council Member Drake was not in attendance due to COVID.
- Street sweeping would be completed that week.
- Planning Board Members are needed.
- Mr. Sewell explained the difference between the NCDOT work order system and the Stallings work order system. Stallings staff did not have jurisdiction over the NCDOT work order system. Stallings Staff would continue to try to put pressure on NCDOT to complete the projects.
- Council was reminded that Staff was seeking its feedback on the downtown streetscape draft plan.
- The DFI downtown feasibility contract would kick off in late July/early August.
- MS4 Stormwater application had been submitted.
- Atrium Hospital was required to do intersection improvements in Indian Trail and Indian Trail would like an interlocal agreement to get the work done simultaneously.

## 3. Agenda Approval

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

## 4. FY2023 Budget Discussions

Humana Resources Director Reid reviewed the renewal quotes for health insurance which was quoted less than the previous fiscal year. Council held consensus to approve the health insurance with the North Carolina League of Municipalities.

Council held consensus to come to the next special budget meeting ready to make a decision on the notable items list and the CMIIP items. Finance Officer Gross reviewed the CMIIP items. This list is attached to these minutes and therefore incorporated herein.

Next budget meeting was scheduled for Monday, May 16 at 5:30 p.m.

5. Adjournment

Council Member Richardson moved to adjourn the meeting, seconded by Council Member Grooms, and the motion received unanimous support. The meeting was adjourned at 8:01 p.m.

Approved on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

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

Approved as to form:

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

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

The Town Council of the Town of Stallings met for a special budget meeting on May 9, 2022 at 5:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore David Scholl; Council Members Steven Ayers, Heather Grooms, Graham Hall and Brad Richardson.

Those absent were: Council Member Taylor-Rae Drake.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Max Hsiang, Planning Director; Marsha Gross, Finance Officer; Brian Price, Public Works Director; Justin Russell, Associate Engineer; Bo Conerly, Interim Town Engineer; Karen Reid, Human Resources Director; Mary McCall, Deputy Town Clerk; and Eunice McSwain, Special Events Director.

1. Call the meeting to order

Mayor Dunn called the meeting to order.

2. Budget Discussions for the FY2022-2023

Town Finance Officer Marsha Gross presented to the Council with the following items with staff assistance. The presentation information is attached to these minutes and therefore incorporate herein.

- Transportation – Interim Town Engineer Bo Conerly  
Proposed Budget: \$1,712,000 (38.4%/\$475.4 increase)

*Council Member Hall arrived at 5:42 p.m.*

- Storm Water – Interim Town Engineer Bo Conerly and Associate Engineer Justin Russell  
Proposed Budget: \$630,100 (28.6%/\$140K increase)
- Public Works – Public Works Director Brian Price  
Proposed Budget: \$732,500 (146.3%/\$435.1K increase)

3. Adjournment

Council Member Scholl moved to adjourn the meeting, seconded by Council Member Ayers, and the motion received unanimous support. The meeting was adjourned at approximately 6:32 p.m.

Approved on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

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

Approved as to form:

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

DRAFT

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

The Town Council of the Town of Stallings met for a special budget meeting on May 16, 2022 at 5:30 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore David Scholl; Council Members Steven Ayers, Taylor-Rae Drake, Heather Grooms, Graham Hall and Brad Richardson.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Assistant Chief James Perry; Max Hsiang, Planning Director; Marsha Gross, Finance Officer; Brian Price, Public Works Director; Justin Russell, Associate Engineer; Karen Reid, Human Resources Director; Mary McCall, Deputy Town Clerk; and Eunice McSwain, Special Events Director.

1. Call the meeting to order

Mayor Dunn called the meeting to order.

2. Budget Discussions for the FY2022-2023

Council went through the Notable Items List. The updated Notable Items List based on Council's consensus' is attached to these minutes and therefore incorporated herein.

*Council Member Drake arrived at 6:12 p.m.*

3. Adjournment

Council Member Richardson moved to adjourn the meeting, seconded by Council Member Hall, and the motion received unanimous support. The meeting was adjourned at approximately 7:34 p.m.

Approved on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

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

Approved as to form:

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

**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 May 23, 2022, at 7:00 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Pro Tempore David Scholl; Council Members Steven Ayers, Taylor-Rae Drake; Heather Grooms, Graham Hall and Brad Richardson.

Those absent were: Mayor Wyatt Dunn.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Eunice McSwain, Special Events Coordinator; Max Hsiang, Planning Director; Matthew West, Planning Technician; Marsha Gross, Finance Officer; Karen Reid, Human Resources Director; and Mac McCarley, Planning Attorney.

Invocation, Pledge of Allegiance and meeting called to order

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

Public Comments

No one was present to give public comment.

1. Agenda Approval

Town Manager Sewell requested that the Council add the following items to the Agenda:

- Amended Budget Ordinance 4 – Agenda Item 1.A.
- Planning Board Application – Agenda Item 1.B.
- Closed session pursuant to NCGS 143-318.11(a)(3) – Agenda Item 8.A.

And remove Agenda Item 5, Code of Ordinances 32.10 Amendment - Planning Board Duties and Responsibilities Amendments.

Council Member Richardson made the motion to approve the Agenda with the above listed changes. The motion was passed with Council's unanimous support after a second from Council Member Ayers.

1.A. Amended Budget Ordinance 4

Finance Officer Gross explained the Police Department applied for a NC Governor's Crime Commission Grant to purchase a LiveScan Fingerprint Machine which was needed to perform digital fingerprinting. In order to receive the grant, the department had to purchase the equipment and then apply to be reimbursed for the expense. The machine was purchased this fiscal year and the department received funds in the amount of \$19,436 on May 16, 2022, from the NC Governor's Crime Commission in the form of grant revenue. Staff was requesting the Council approve the FY2022 Budget Amendment 4 which increased grant revenue \$19,436 and the offsetting expense for the Police Department.

Council Member Richardson made the motion to approve Amended Budget Ordinance 4 to which Council Member Hall seconded. The motion received Council's unanimous support. Amended Budget Ordinance 4 is attached to these minutes and therefore incorporated herein.

1.B. Planning Board Application Consideration

Council Member Ayers made the motion to appoint Ryan Awaldt to the Planning Board with the term expiration date of 03-31-2025. The motion received Council's unanimous support after a second from Council Member Hall.

2. RZ22.03.01

A. General Rezoning of 409 Stallings Road from SFR-3 to MU-2

Matthew West, Planner 1, presented the Council with the Staff Report for RZ22.03.01 which is attached to these minutes and therefore incorporated herein. Mr. West explained this rezoning was a request to change the zoning from SFR-3 to MU-2 located at 409 Stallings Road, 0.533 acres. Staff recommended a rezoning to Town Center (TC) instead of Mixed Use 2 (MU-2) be considered for this property. The Planning Board recommended approval of the rezoning.

Mayor Pro Tem Scholl opened the public hearing. Applicant Badran addressed the Council explaining that she planned to put a hair salon on the property.

No one was present to speak on the rezoning. Mayor Pro Tem Scholl then closed the public hearing.

Council Member Richardson made the motion to approve RZ22.03.01 and the Statement of Consistency and Reasonableness for RZ22.03.01. The motion received a second from Council Member Grooms and unanimous support by the Council. The Statement of Consistency and Reasonableness for RZ22.03.01 is attached to these minutes and therefore incorporated herein.

B. Statement of Consistency and Reasonableness

*See above motion for this item.*

3. TX22.04.01

A. Amend the Stallings Development Ordinance to match 160D amendment to decriminalize violations except in certain instances.

Planning Director Max Hsiang presented the Council with the Staff Report for TX22.04.01 which is attached to these minutes and therefore incorporated herein. Mr. Hsiang explained that the Governor and General Assembly of the State of North Carolina set into law Session Law 2021-138 on the September 2, 2021, amending G.S. 160D to decriminalize violations except in certain instances. Mr. Hsiang went over the changes as they pertained to the Stallings Development Ordinance.

Mayor Pro Tem Scholl open the public hearing. No one was present to give public comment on the item. Mayor Pro Tem Scholl then closed the public hearing.

Council Member Hall made the motion to approve TX22.04.01 and the Statement of Consistency and Reasonableness for TX22.04.01. Council Member Grooms seconded the motion, and the Council unanimously supported the motion. The Statement of Consistency and Reasonableness for TX22.04.01 is attached to these minutes and therefore incorporated herein.

B. Statement of Consistency and Reasonableness

*See above motion for this item.*

4. Streetscape Design Direction

*Recessed form 04-25-22*

Planning Director Max Hsiang reminded the Council he presented the Council with the Streetscape Proposed Design in April 2022. Mr. Hsiang wished to bring forward a text amendment in in November to formalize the design requirements.

Council discussion on options and wanted to to have more time to review and make comments. Council held consensus to the recess this item until its June 13, 2022, meeting.

5. Code of Ordinances 32.10 Amendment - Planning Board Duties and Responsibilities Amendments

*This item was removed from the Agenda during Agenda Approval.*

6. 2022 Summer Concert Series Alcoholic Beverages Consideration

Special Events Coordinator Eunice McSwain explained the Parks and Recreation Department would like to contract with craft-beer and wine providers to sell alcohol at the Summer Concert Series.

Town Ordinance 130.02 prohibits the consumption and possession of alcoholic beverages at Town sponsored special events but allows for exceptions to be made by the Town Council on a case-by-case basis. Specifically, the ordinance states “Exceptions to the provisions of this section can only be made by the Town Council on a case-by-case basis. Such exemptions shall apply to the annual barbeque event.” Staff requested an exception be made to Town Ordinance 130.02 by the Town Council for the Annual Concert Series.

Council Member Ayers made the motion to approve the exception to the Town Ordinance to allow alcohol at the Summer Concert Series. Council Member Richardson seconded the motion to which the Council approved unanimously.

7. Annexation 55 – Lawyers/Epcon3 - Resolution to Direct the Clerk to Investigate

Assistant Town Manager Nichols explained the Town had received a petition for annexation. The first step in that process per state statute was for the Council to approve a resolution to direct the Clerk to investigate the petition.

Council Member Ayers made the motion to approve Annexation 55 – Lawyers/Epcon3 - Resolution to Direct the Clerk to Investigate which was seconded by Council Member Richardson. Council passed the motion unanimously. The Annexation 55 – Lawyers/Epcon3 - Resolution to Direct the Clerk to Investigate is attached to these minutes and therefore incorporated herein.

8. Greenway Request for Bids – Electronic Advertisement Option

Assistant Town Manager Nichols reminded the Council that the Town was requesting proposals for the construction of the Stallings Greenway adjacent to Blair Mill Park on Stevens Mill Road. In addition to the Town’s Bid Policy, the Town must also adhere to the NC Statutes requirements for advertising such a project.

NCGS 143-129(b) allowed for the Town to advertise such a project electronically as long as the governing board approved. For several reasons (cost, other advertising sources, etc.), staff was requesting the Town be allowed to advertise this project electronically.

The motion was made by Council Member Scholl to advertise for the Stallings Greenway Project electronically. Council Member Drake seconded the motion to which Council unanimously approved.

8.A. Closed Session Pursuant to NCGS 143-318.11(a)(6)

Council Member Richardson made the motion to go into closed session pursuant to NCGS 143-318.11(a)(6) and inviting Human Resources Direction Karen Reid and Town Planning Attorney Mac McCarley into the closed session. The Council approved this motion unanimously after a second from Council Member Grooms.

*Council went into closed session at 7:54 p.m. and reconvened into open session at 8:18 p.m.*

9. Adjournment

Council Member Richardson moved to adjourn the meeting, seconded by Council Member Ayers, and the motion received unanimous support. The meeting was adjourned at 8:20 p.m.

Approved on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

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

Approved as to form:

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



# MEMO

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To: Mayor Dunn and Stallings Town Council  
VIA: Alex Sewell, Town Manager  
From: Marsha Gross, Finance Officer  
Date: 6-3-2022  
RE: **Union County Interlocal Tax Agreement Amendment**

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Union County Tax Office has been billing and collecting the town's taxes through an interlocal tax collection agreement. The annual cost is based on a percentage of collections which has been 1.5% since inception of this agreement. For FY2022, the estimated total cost is approximately \$82,400 for the collection of both ad valorem and storm water taxes. The Town received notice from the county stating that after reviewing the collection fee portion of the agreement, they believed it is time for a slight modification to those terms. They are reducing the fee from 1.5% to 1.25% beginning July 1, 2022. This amendment will save the Town in FY2023 approximately \$12,100 based on the budgeted ad valorem and storm water taxes.

Attached is the amended interlocal agreement which makes the fee change. Management feels that it continues to be a prudent decision to use the county in this capacity. Moving collection in house would require additional staffing and would be more costly than the collection fees charged by the county. Management is requesting approval from Council to move forward with signing the agreement.

Please let me know if you need additional information.

STATE OF NORTH CAROLINA

AMENDMENT

COUNTY OF UNION

This Amendment, made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2022, by and between UNION COUNTY, a political subdivision of the State of North Carolina, hereinafter referred to as “County,” and the TOWN OF STALLINGS, a municipal corporation organized under the laws of the State of North Carolina, hereinafter referred to as “Town,” shall modify as indicated that interlocal agreement between the parties dated May 11, 2015, hereinafter referred to as the “Agreement.”

WITNESSETH:

WHEREAS, the County and the Town entered into an agreement pursuant to which the County, by and through its duly appointed Tax Administrator, lists and assesses municipal properties, both personal and real, for the purpose of levying ad valorem taxes; and

WHEREAS, pursuant to the Agreement, the County also bills and collects delinquent municipal ad valorem taxes by methods set forth in Article 26 of Chapter 105 of the North Carolina General Statutes; and

WHEREAS, the Town compensates the County for the services provided in the Agreement on a percentage rate equal to one and one-half percent (1.5%) of the total amount of ad valorem taxes, penalty, interest, and fees collected by the County on behalf of the Town; and

WHEREAS, the parties desire to reduce the compensation percentage rate for County’s compensation under the Agreement from one and one-half percent (1.5%) to one and one-quarter percent (1.25%); and

WHEREAS, the Town is willing to continue to receive the services set forth under the Agreement, and County is willing to continue to provide such services under the Agreement, for the reduced compensation percentage rate.

NOW, THEREFORE, in consideration of the parties’ continuing obligations under the Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do each contract and agree with the other as follows:

1. In the first sentence of Section 8 of the Agreement, the phrase “one and one-half percent (1.5%) shall be replaced with the phrase “one and one-quarter percent (1.25%),” such that the first sentence of Section 8 shall now read as follows:

The Town will compensate the County for the services provided in this Agreement on a percentage rate equal to one and one-quarter percent (1.25%) of the total amount of ad valorem taxes, penalty, interest and fees

collected by the County on behalf of the Town in accordance with this Agreement.

- 2. This Amendment is effective July 1, 2022.
- 3. Except as herein amended, the terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto, acting under authority of their respective governing bodies, have caused this Amendment to be duly executed, this the day and year first above written.

ATTEST: UNION COUNTY

By: \_\_\_\_\_  
Lynn West, Clerk to the Board

By: \_\_\_\_\_  
William M. Watson, County Manager

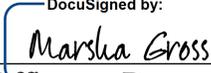
ATTEST: TOWN OF STALLINGS

By: \_\_\_\_\_

By: \_\_\_\_\_

Name & Title: \_\_\_\_\_

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

DocuSigned by:  
  
 \_\_\_\_\_  
 Finance Officer or Deputy Finance Officer  
 Town of Stallings

Approved as to Legal Form: BTI



# MEMO

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To: Mayor and Council  
VIA: Alex Sewell, Town Manager  
From: Marsha Gross, Finance Officer  
Date: 6-8-2022  
RE: **FY2022 Budget Amendment #5 - NC OSBM SCIF Grant Contract # 11561**

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On February 11, 2022, the Town of Stallings submitted a request for a SCIF grant through the NC OSBM. This request related to a purchase of real property to begin establishing a downtown area for the Town. The property was purchased on December 21, 2021, for the amount of \$2,750,000. The town applied for the funds in accordance with the Local Government SCIF Grant Use Clarification noted below:

## **LOCAL GOVERNMENT SCIF GRANT USE CLARIFICATION**

**SECTION 18.3.** Section 40.16 of S.L. 2021-180 reads as rewritten:

**"SECTION 40.16.** Funds appropriated from the State Capital and Infrastructure Fund for Local Government Infrastructure Grants, as identified in the Committee Report referenced in Section 43.2 of this act, shall be used exclusively for property owned by the grant recipient city, ~~county, or county,~~ regional council of ~~government.~~ government, or any local government member of a regional council of government. Funds may also be used by the grant recipient for the purchase of real property, acquisition of easements, and the purchase of equipment and vehicles."

The grant was awarded and on March 30, 2022, the town signed NC OSBM Contract #11561 for a grant in the amount of \$1,600,000 which was received on April 6, 2022. Since these funds were a reimbursement of costs already incurred, the Town planned to reimburse the General Fund by reducing the amount of Appropriated Unrestricted General Fund Balance originally budgeted for the purchase by the amount of the grant. The attached FY2022 Budget Amendment #5 is needed to record this transfer back to the General Fund.

For further information or any questions, contact Marsha Gross at 704-821-0311 or Alex Sewell at 704-821-0314.

**AMENDED BUDGET ORDINANCE – NO. 5**

**TOWN OF STALLINGS, NORTH CAROLINA**

**FISCAL YEAR 2021-2022**

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the estimated expenditures for the fiscal year 2021-2022 are hereby amended as set forth below:

<b>Category</b>	<b>Account Number</b>	<b>Budgeted Amount</b>	<b>Amend to the Following</b>	<b>Net Increase or (Decrease)</b>
<b>General Fund</b>				
<b>Revenue</b>				
NC OSBM SCIF Grant	10-00-3430-300	\$ -	\$ 1,600,000	\$ 1,600,000
General Fund Appropriated Fund Balance	10-99-3991-600	\$ 3,611,982	\$ 2,011,982	\$ (1,600,000)

*Explanation: amendment is to account for NC OSBM SCIF Grant revenue and allocate these funds to partially refund the General Fund through a reduction of the General Fund Appropriated Fund Balance for the purchase of real property located at 2725 Old Monroe Road in Stallings.*

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 13th day of June, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

\_\_\_\_\_  
Erinn Nichols, Town Clerk

Approved as to form:

\_\_\_\_\_  
Melanie Cox, Town Attorney, Cox Law Firm, PLLC



# MEMO

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To: Town Council  
From: Max Hsiang, Planning Director  
Date: 6/13/2022  
Re: Downtown Streetscape

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The Town Council identified priorities and action strategies at their retreat on January 12, 2022. A priority they identified was the creation of a Stallings Downtown, which included;

- investment in making Downtown a destination point,
- promoting a uniform and pedestrian-friendly Downtown Streetscape,
- and incorporating Downtown Streetscape requirements into the zoning ordinance by 12/31/22.

The proposed Downtown Streetscape was created with the help of the consultant Destination by Design (DBD). The proposed Stallings Downtown Streetscape was presented to Town Council at their regularly scheduled meeting on April 25, 2022. The plan explained three potential plan types: Greenway, Typical, and Narrow Side Street. Each plan type had two forms: Downtown Core and Landscape. The plan also included multiple renderings of how the Streetscape's potential buildout would look.

The contract with DBD allows one revision by Town Council without additional costs to the Town. Once we have compiled all of the Town Council's modifications, we will follow up with DBD and revise the final document.

If the Downtown Streetscape Plan were to be adopted, Staff would create a text amendment to require the streetscape improvements in the Town Center (TC) zoning. Staff also plans to create a map that details which Streetscape would be needed for each street in the TC zoning limits. This would be completed by November 2022.

The main concern that Council addressed was the initial cost to the developer and the long-term maintenance of the Streetscape. Lower cost materials like different paver types of concrete are being explored. Downtown Matthews was a discussion item, but they do not have a consistent streetscape design. Also, oil spills were a concern, but the streetscape would not allow motor vehicle traffic. Also, bollards are part of the streetscape and could be installed in areas of concern.

Next Steps:

Staff is requesting recommendations for revisions to the Downtown Streetscape.

# Stallings Downtown Streetscape Plan

June 2022



# Action Item

- Confirm moving forward based on Council feedback.



# Background

- A priority the Town Council identified was the creation of a Stallings Downtown at their retreat on January 12, 2022, which included:
  - investment in making Downtown a destination point,
  - promoting a uniform and pedestrian-friendly Downtown Streetscape,
  - and incorporating Downtown Streetscape requirements into the zoning ordinance by 12/31/22.
- The Town hired Destination by Design (DBD) for the creation of the Downtown Streetscape.
  - Three plan types for the Streetscape, photo-realistic renderings, and construction specifications

# Council Feedback

## Cost

- Reduce cost of materials and installation
- Partner with DFI on developer incentives

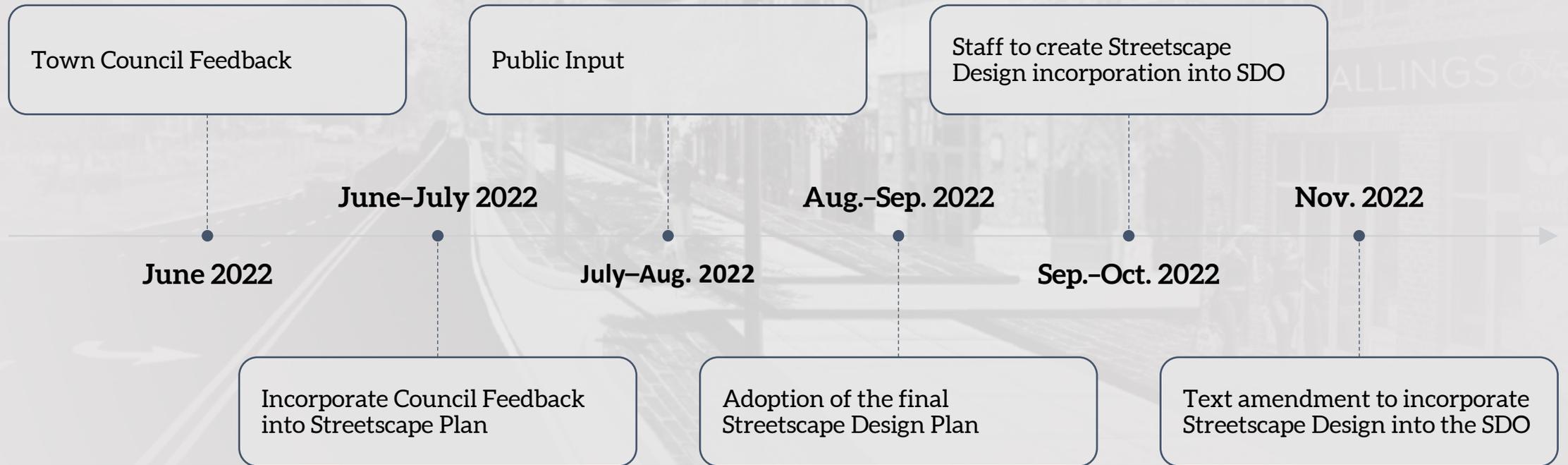
## Public input

- Online
- Mail Notices
- Open House

## Maintenance

- The Town will maintain the Streetscape after installation

# Timeline



# Discussion



# Streetscape Plan Design Recap

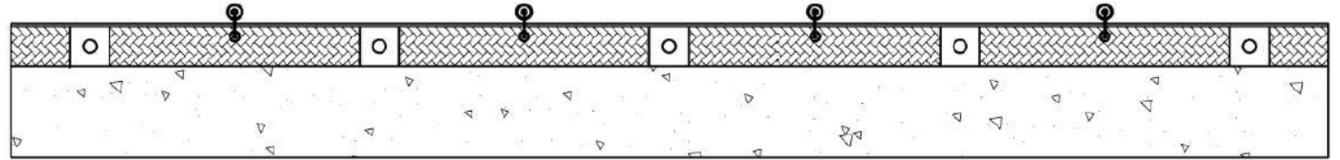


# Streetscape Design

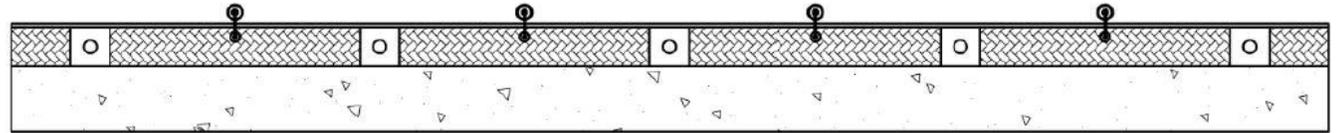
- There are Plan Types based on the type of street, location, and abutting building design.
- We will identify the location of each of the Streetscape Plan types during the implementation phase in September-October.

## PLAN TYPE OVERVIEW Section Bases

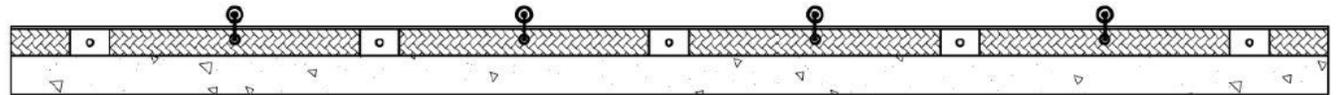
Plan Type 1 - "Greenway"



Plan Type 2 - "Typical"



Plan Type 3 - "Narrow Side Street"



# RENDERING 1

## Stallings Road Existing Conditions



# RENDERING 1

Downtown Core Along Stallings Rd



# RENDERING 2

## Extension Road Existing Conditions



# RENDERING 2

## Extension Road with Streetscape

Type 3



# Materials



# Discussion





**Resolution Directing the Clerk to Investigate  
a Petition Received under N.C.G.S. 160A-31**

**WHEREAS**, a petition requesting annexation of an area described in said petition (Parcel No.: 07099176) on Castlebridge Lane was received on May 23, 2022 by the Town of Stallings; and

**WHEREAS**, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

**WHEREAS**, the Town Council of the Town of Stallings deems it advisable to proceed in response to this request for annexation;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Stallings that:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Town Council the result of her investigation.

Approved this the 13<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

Attest:

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

Approved as to form:

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



## RESOLUTION APPROVING BID ADVERTISEMENTS BY ELECTRONIC MEANS

**WHEREAS**, NCGS §143-129 sets forth the procedure for letting of public contracts in North Carolina and subsection (b) sets forth the procedure for advertisement and letting of contracts and states: “Where the contract is to be let by a political subdivision of the State, proposals shall be invited by advertisement in a newspaper having general circulation in the political subdivision or by electronic means, or both. A decision to advertise solely by electronic means, whether for particular contracts or generally for all contracts that are subject to this Article, shall be approved by the governing board of the political subdivision of the State at a regular meeting of the board.”; and

**WHEREAS**, the Stallings Town Council believes more potential contractors/bidders will be reached if proposals are advertised electronically as opposed to advertising in a newspaper; and

**WHEREAS**, the Stallings Town Council wishes to be good stewards of residents’ tax dollars:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF THE TOWN OF STALLINGS** does hereby resolve to advertise solely by electronic means, whether for particular contracts or generally for all contracts that are subject to North Carolina General Statute § 143-129.

ADOPTED this the 13<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
Wyatt Dunn, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Erinn Nichols, Town Clerk

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



# MEMO

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To: Mayor and Council  
From: Erinn Nichols, Asst. Town Manager  
Via: Alex Sewell, Town Manager  
Date: 06-09-2022  
RE: **Citizen Survey**

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As you are aware, the Town teamed up with Western Carolina University's (WCU) Public Policy Institute, Department of Political Science and Public Affairs to complete a citizen survey for the Town of Stallings free of charge to the Town.

Following this memo is a draft survey. Any items in **light blue** represent items which still need to be added or suggestions to the Council for additional topics/questions.

Please read through this survey preparing to give feedback to the staff. Any items can be added/deleted/changed. Layout/font will be finalized and made uniform once all questions have been approved.

Thank you.



Public Policy  
Institute



Greetings from the Town of Stallings,

Your town leaders have partnered with the Public Policy Institute at Western Carolina University to seek your opinion on important local issues. You have been randomly selected to participate in a very important survey. Your opinions will help shape future policies in our community. We appreciate your participation in this short survey.

We ask that you complete the survey, both the front and the back of each page, and share your thoughts on these important town issues. This survey should not take more than five minutes. We have also included a self-addressed envelope (no extra stamp is needed). Once you complete the survey, all you need to do is put it back in the mail. Your responses in this survey will remain confidential. Your participation is voluntary. We will not link any identifying information to your responses. By completing and returning this survey you consent that we may use your answers. The survey results may be presented at public meetings or included in reports. However, no one will share your name or other personal information. There are no foreseeable risks to you for participating in this study. You may withdraw your consent or discontinue participation at any time, even after you return your survey by contacting the Public Policy Institute.

Should you have questions, please feel free to contact Dr. Christopher Cooper, Director of the Public Policy Institute, at [ccooper@email.wcu.edu](mailto:ccooper@email.wcu.edu) or 828-227-3861. If you have questions or concerns about your treatment as a participant in this study, you may contact the Western Carolina University Institutional Review Board through the Office of Research Administration by calling 828-227-7212 or emailing [irb@wcu.edu](mailto:irb@wcu.edu). All reports or correspondence will be kept confidential to the extent possible.

Thank you for the time to participate in this process and improve the Town of Stallings!



# 2022 Citizens Survey

The Town of Stallings is conducting this survey because we value your opinions and ideas. *Each household in the Town of Stallings is receiving this questionnaire. This means that your opinions will help guide the Town in making decisions. Please take the time to answer these few questions. No names, please. Answer only questions you feel comfortable answering.*

**PLEASE DO NOT THROW THIS SURVEY AWAY - YOUR VIEWS ARE VALUABLE TO US!**

## General Town Experiences

**Q(1)** Below you will find a series of statements about the Town of Stallings. For each, please indicate how strongly you agree or disagree. If you are not sure or have no opinion, please check the middle category.

Your General Perceptions of Stallings	Strongly Agree	Agree	Neutral or Unsure	Disagree	Strongly Disagree
Stallings is a good place to live.					
Stallings is a good place to raise children.					
Stallings provides a good environment for businesses to succeed.					
Stallings is responsive to the needs of citizens.					
Stallings is a good place to retire.					
Stallings is a safe place to live.					

**Q(2) How strongly do you agree with the following statements?**

<b>Your Perception of Town Leadership</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Neutral or Unsure</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
Elected Town leaders show strong leadership.					
Elected Town leaders are guiding Stallings in the right direction.					
Town leaders are making good decisions about development.					
Town employees do their job in a professional manner.					

**Q(3) Which of the following do you think are the most key areas of focus for the Town of Stallings? (Would suggest respondents selecting a limited number of choices).**

- Properly Managed Growth and Development
- Creation of a vibrant, walkable downtown that attracts niche retail, local restaurants, breweries, and other amenities
- Community Dedicated to Public Safety
- Well-Planned, Multi-Modal Transportation System
- Expanded Parks and Open Space
- A Diverse Community
- Support of Business & Economic Development
- Transparent Governance/Engagement
- Healthy, Sustainable Environment
- Destination for Arts and Culture
- Other: Please Specify \_\_\_\_\_

**Q(4) Are you in favor of Town’s efforts to create a vibrant, walkable downtown that attracts niche retail, local restaurants, breweries, a farmers’ market, and other amenities?**

- Yes
- No
- Do not Know

If yes, what amenities would make you visit a downtown?

- Stores and Shopping
- Special Events
- Restaurants

- Farmers Market
- Drinking Establishments (Breweries, Wine Shops, Bars)
- Other: Please Specify \_\_\_\_\_

**Q(5) How satisfied are you with the performances of each department/office in the Town of Stallings? If you have had no interaction with a department, please check “no interaction.**

Department	Very Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Very Dissatisfied	No Interaction
Code Enforcement					
Public Safety					
Parks and Recreation					
Zoning/Planning					
Administration					
Public Works					
Engineering/Storm water					

**Parks and Recreation**

**Q(6) How often have you visited our town parks since the end of last year?**

- Have not visited
- Once or twice
- 3-5 times
- 5-10 times
- More than 10 times

**Q(7) What is your opinion regarding parks and recreation facilities within Stallings?**

**(Insert in the chart for responses)**

- Stallings Municipal Park Overall
- Playgrounds
- Picnic Shelters
- Splashpad
- Blair Mill Park Overall
- Disc Golf Course

- Greenway Trails
- Farmers Market
- Park Restrooms

Amenity	Good As Is	Needs Improvement	No Opinion
f) Other (specify)			

Q(8) Stallings has a number of events each year. How would you rate your overall experience at Town events you attended in the last 24 months?

Town Event	Did Not Attend	Very Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Very Dissatisfied
Stallings Fest					
Easter Event					
Christmas Tree Lighting					
Summer Concert Series					
Other (specify: _____					

Q(9) Which of the following parks and recreational facilities would you like to see added or enhanced in the Town of Stallings? Please circle yes or no for each

- |                                 |     |    |
|---------------------------------|-----|----|
| a) Greenways and Walking trails | Yes | no |
| b) Dog park                     | Yes | no |
| c) More picnic shelters         | Yes | no |

- |                              |     |    |
|------------------------------|-----|----|
| d) More playground equipment | Yes | no |
| e) Other: Please Specify     | Yes | No |

**Q(10) Where do you receive important information from the Stallings Parks and Recreation Department? (Please select all ways and circle the preferred way.)**

- Sunshine list
  - Town web site
  - Social media
    - Facebook
    - Instagram
    - Twitter
    - Nextdoor
  - Word of mouth
  - Advertising
  - Other
- If other, please specify: \_\_\_\_\_

## Roads and Transportation

**Q(11) How would you rate the physical condition of Town-maintained streets within the town of Stallings? (Reminder: NCDOT maintain most of the larger roadways in Stallings, such Stallings Road, Stevens Mill Rd, Lawyers Road, Idlewild Road, Old Monroe Road, Pleasant Plains Road, Potter Road, Chestnut Lane, Highway 74)**

- Excellent
- Good
- Average
- Poor

## Code Enforcement

**Q(12) How pressing is the need in Stallings for each of the following code enforcement efforts? Please check your response for each code violation.**

Code Violation	Very Pressing Need	Somewhat of a Pressing Need	Not a Pressing Need
Unkempt lawns			

Junked or untagged vehicles			
Parking on lawns			
Minimum housing code violations			
Businesses operating in residential neighborhoods			
Parking on the street			
Improper signage			

**Q(13) If you know of any other pressing code enforcement needs, please write them here:**

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## Characteristics

**Q(14) Where do you receive important information from the Town of Stallings? (Please select all ways and circle the preferred way.)**

- Sunshine list
- Town web site
- Social media
  - Facebook
  - Instagram
  - Twitter
  - Nextdoor
- Word of mouth
- Advertising
- Other

If other, please specify: \_\_\_\_\_

**Q(15) What is your gender?**

- Male
- Female
- Non-binary
- Prefer not to respond

**Q(16) In what year were you born?**

\_\_\_\_\_

**Q(17) How would you describe yourself?**

- American Indian/Alaskan Native
- Arab/Middle Eastern
- Asian
- Black/African American
- Pacific Islander/Hawaiian  Hispanic/Latino
- White/Caucasian
- Other

**Q(18) What is your total household income?**

- Under \$40,000
- \$40,000 - \$69,999
- \$70,000 - \$99,999
- \$100,000 - \$150,000
- More than \$150,000

**Q(19) What is your employment status?**

- Employed full-time
- Employed part-time
- Self-employed
- Retired
- Unable to work
- Full-time student
- Unemployed and currently looking for work
- Unemployed and not currently looking for work

**Q(20) What is your housing situation?**

- Homeowner
- Renter
- Live with relatives/friends

**Q(21) Which of the following best describes your connection to the Town of Stallings?**

**(Select all that apply)**

- Full-time Resident
- Part-time Resident
- Stallings Business Owner
- Work in Stallings but not a resident
- Regular Visitor to Stallings

**Q(22) What are your reasons for visiting Stallings (Please mark all that apply)**

- Restaurants & bars
- Special Events
- Stores and Shopping
- Farmers Market
- Private, non-commercial offices
- Stallings Park
- Other, please specify: \_\_\_\_\_

**Q(23) In closing, we would appreciate any suggestions about the types of programs and events you would like to see the town pursue in the future.**

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Thank you for your time!

**Suggested Topics for Additional Questions**

- Would you be willing to serve on a Town committee? If so, which one? (List out committees and request contact info)
- The current Town property tax rate is \$0.186 per one hundred dollars (\$100.00) valuation of taxable property. A one cent increase generates approximately \$230,000 in revenue as raises taxes on a home valued at \$350,000 by \$35 annually. How much additional property tax per \$100 are you willing to pay for the specific services, projects, and facilities listed below?
  - Improvement condition of streets/pavement
  - Making streets look more attractive
  - Increasing greenways, multi-use paths and sidewalks throughout Town for pedestrians and bicyclists
  - Increased police service
  - Development of new parks or increased amenities within existing parks
  - Creation of a vibrant, pedestrian friendly downtown