



December 12, 2022
 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 | Wyatt Dunn, Mayor | NA |
| | 7:05 p.m. | Public Comment | Wyatt Dunn, Mayor | NA |
| 1. | 7:15 p.m. | Consent Agenda A. Minutes from the following meetings: (1) 10-24-2022 (2) 11-14-2022 – special (3) 11-14-2022 – closed (4) 11-14-2022 (5) 11-28-2022 B. ABO 7 – TIA Updated Funds C. ABO 8 – New PD K9 Unit D. Police Grant Application Submission | Wyatt Dunn, Mayor | Approve Consent Agenda <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> |
| 2. | 7:17 p.m. | Reports A. Report from Mayor B. Report from Council Members/Town Committees C. Report from Town Manager/Town Departments | Council and Staff | NA |
| 3. | 7:45 p.m. | Agenda Approval | Wyatt Dunn, Mayor | Approve agenda as written. |
| 4. | 7:50 p.m. | RZ22.09.02 – Stevens Mill Rd. <i>(Recessed from 11-28-2022)</i> A. General Rezoning, SFR-1 to MU-2 (1) Re-Open Public Hearing (2) Information from Staff/Applicant (3) Public Comments (4) Close Public Hearing (5) Council Vote B. Statement of Consistency and Reasonableness | Max Hsiang, Planning Director | Approve/Deny rezoning |
| 5. | 8:05 p.m. | Parks and Recreation <i>Maintenance Position Conversion Discussion</i> <i>(Continued from 11-28-2022)</i> | Eunice McSwain, Parks and Rec. Dir. | Discussion and possible action |

| | | | | |
|-----|------------|--|---|-----------------------------------|
| 6. | 8:15 p.m. | Privette Park Bids | Eunice McSwain, Parks and Rec. Dir. | Approve/Deny bid |
| 7. | 8:30 p.m. | Audit Report Presentation | Emily Mills, Potter and Potter | Information only |
| 8. | 8:50 p.m. | TOD Overlay | Max Hsiang, Planning Director Mac McCarley, Attorney | Discussion and possible action |
| 8. | 9:35 p.m. | Road Resurfacing Project – Phase 1 Bid | Kevin Parker, Town Engineer | Approve/Deny bid |
| 9. | 9:50 p.m. | Police Department School Resource Officer Position | Dennis Franks, Police Chief | Approve/Deny position |
| 10. | 10:00 p.m. | Finance Items: A. FPIC Response Letter B. 5-year Forecast | Marsha Gross, Finance Officer | Approve letter |
| 11. | 10:20 p.m. | Organizational Meeting Items A. Appointment of Union County Public Schools Liaison B. Appointment of QUAD Alliance Liaison C. Charlotte Regional Transportation Planning Organization (CRTPO) alternate delegate. (<i>The Mayor is the automatic delegate.</i>) D. Appointment of Centralina Regional Council (CRC) delegate and alternate E. Approval of 2023 meeting schedule F. Approval of 2023 holiday schedule G. Annual Retreat Date and Facilitator | Wyatt Dunn, Mayor | Appoint positions |
| 12. | 10:30 p.m. | Adjournment | 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 October 24, 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; Patrick Blaszyk, Planning Technician; Marsha Gross, Finance Officer; Brian Price, Public Works Director; Eunice McSwain, Parks and Recreation Director; and Melanie Cox, Town Attorney.

Invocation, Pledge of Allegiance and meeting called to order

Mayor Wyatt Dunn welcomed everyone to the meeting and Council Member Grooms 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 general public comments.

1. Approval of Consent Agenda Items

- A. ARPA - Grant Project Ordinance Amendment
- B. Police Department K9 Program Update

Upon request, Chief Franks gave a summary of the K9 Program Update. The K9 vendor identified aggression issues with original dog and offered another dog, female, at a discounted price. The new dog would be able to provide two additional service years and cost would increase by \$4000. The new dog would be solely attached to a night patrol squad in Town.

Council Member Scholl made the motion to approve the Consent Agenda Items as presented. The motion was seconded by Council Member Ayers which passed unanimously by Council. The ARPA - Grant Project Ordinance Amendment is attached to these minutes and therefore incorporated herein.

2. Agenda Approval

Requested moving Agenda Item 6, CZ22.08.01 – East Coast Granite, to 2.A. Council Member Richardson made a motion to approval the Agenda with the above noted change. The motion was passed unanimously after a second from Council Member Grooms.

2.A. CZ22.08.01 – East Coast Granite

Original Agenda Item 6

Mayor Dunn opened the public hearing. Planning Director Hsiang presented the Council the Staff Report on this item stating that East Coast Granite was requesting to expand the current granite manufacturing on the site. This report is attached to these minutes and therefore incorporated herein. Staff recommended approval on the request as while it was inconsistent with the Land Use Plan, it was reasonable.

The applicant did not wish to speak. Mayor Dunn then closed the public hearing.

Council Member Richardson made the motion to approve CZ22.08.01 – East Coast Granite with the approved conditions. The motion was seconded by Council Member Ayers and passed unanimously by Council.

Mayor Dunn then read the Statement of Consistency and Reasonableness for CZ22.08.01 – East Coast Granite into the record. Council Member Ayers made the motion to approve the Statement of Consistency and Reasonableness for CZ22.08.01 – East Coast Granite to which Council Member Grooms seconded. Council unanimously passed the motion. The Statement of Consistency and Reasonableness for CZ22.08.01 – East Coast Granite is attached to these minutes and therefore incorporated herein.

3. Annexation 55 – Lawyers Road – Epcon

Assistant Town Manager Nichols explained this was the final step to approve Annexation 55-Lawyes Road – Epcon. Mayor opened the public hearing. There was no one present to give public comment on this item. Mayor Dunn then closed the public hearing.

Council Member Scholl made the motion to approve Annexation 55 – Lawyers Road – Epcon. Council Member Ayers seconded the motion to which Council unanimously approved. The Ordinance to Extend Corporate Limits approving Annexation 55 – Lawyers Road – Epcon is attached to these minutes and therefore incorporated herein.

4. RZ22.05.01 – Epcon

Mayor Dunn opened the public hearing. Planning Director Hsiang presented the Council the Staff Report on this item stating that the applicant wanted to rezone 49.12 acres from Union County Zoning Residential R-20 to Stallings Zoning Multi-Family Transitional (MFT) and rezone 07033008B-01 from Single-Family Residential 1 (SFR-1) to MFT. Mr. Hsiang's presentation is attached to these minutes and therefore incorporated herein.

The applicant, Wes Hinson(attorney); John Ross; Ken Cardo; Andy Gibbons; John Shamp then gave a presentation to the Council explaining that the project was at least a year out from receiving sewer. This presentation is attached to these minutes and therefore incorporated herein. The price point for the project would be approximately \$600k/unit with 107 units on the project.

Public Comment:

- Eric Knappe, Courtyards at Emerald Lake, was happy with Epcon and comfortable with what they were building. If Epcon decided to unload the property, was worried that the new owner could build condos or apartments that was not age restrictive. If so, the traffic would get worse.
- Vickey Kid, real estate broker, representing the seller, with largest part owned by the Griffins/Stevens Family. It was very important to that family that a buyer would do something to compliment the community. She had dealt a lot with Epcon, and they were one of the top builders and developers. People were very pleased with the product. There was a strong support for senior living because those types of communities' support community and volunteer.
- Myra and Craig Green, Moose Trail, whose property backed up to the property. The retention pond for the project sat right behind his property. He was concerned about the trees dying and it would take 50 years to get the view back he has now.
- David Griffin, 1104 Avalon Place, Courtyards at Emerald Lake, worked with Epcon (HOA 1st pres.) and said Epcon was a pleasure to work with and he loved living in the neighborhood because Epcon delivered product they said they would.
- John Zmuba, felt the issue was about quality of life and safety. He felt that the traffic impact had not yet been realized. He felts that people trying to make a left turn onto Lawyers Road was very dangerous.
- Elaine Potter, 1004 Moose Trail, welcomed the Epcon community to be her neighbor. But she had two concerns: 1) flooding from the pond; and 2) would like a privacy fence.
- Seth Werner, Emerald Lake, stated that since new developments had come into the area, traffic came to a standstill and there were improvements needed to Lawyers Road.

Mayor Dunn closed the public hearing. Council Member Scholl made the motion to approve RZ22.05.01 – Epcon. Council Member Ayers seconded the motion. The motion passed by a 3 to 2 vote with Council Members Grooms and Hall opposing.

Mayor Dunn read the Statement of Consistency and Reasonableness for RZ22.05.01 – Epcon into the record. Council Member Scholl made the motion to approve the Statement of Consistency and Reasonableness for RZ22.05.01 – Epcon to which Council Member Richardson seconded. The motion passed with a 4 to 1 vote with Council Member Hall opposing. The Statement of Consistency and Reasonableness for RZ22.05.01 – Epcon is attached to these minutes and therefore incorporated herein.

5. TX22.08.01 – Impervious Surface, Article 9.2

Mayor Dunn opened the public hearing. Planning Director Hsiang presented the Council the Staff Report on this item stating that this was a request from Epcon to make changes to Impervious Surface, Article 9.2. The Staff Report is attached to these minutes and therefore incorporated herein. Engineer approved this text change. Staff also recommended approval of the amendment was a small word change, replacing “age restricted” with “age targeted.”

Council Member Scholl made the motion to approve TX22.08.01 – Impervious Surface, Article 9.2 with the work replacement of “restricted” to “targeted” and adding “notwithstanding the foregoing, in MFT zoning district, the maximum building coverage for the primary structure shall be fifty (50%) percent of the lot area in subdivisions where occupancy is age-targeted in part to persons over the age of fifty-five (55) years.” Council Member Richardson seconded the motion. The motion passed by 4 to 1 with Council Member Hall opposing.

No public present to speak on this item. The mayor closed the public hearing.

6. CZ22.08.01 – East Coast Granite
Moved to Agenda Item 2.A.

7. Fee Schedule Amendment

Planning Technician Patrick Blaszyk, explained to Council the staff recommended a Fee Schedule Amendment to account for staff time and inflation. Mr. Blaszyk presented the Council the details of the changes which is attached to these minutes and therefore incorporated herein. If approved, the changes would be effective January 1, 2023.

Mayor Dunn opened the public hearing. No one was present to speak on this item. The Mayor then closed the public hearing.

Council Member Hall made the motion to approve the presented fee schedule amendment. The motion as passed unanimously by Council after a second from Council Member Richardson. The new Fee Schedule is attached to these minutes and therefore incorporated herein.

8. Adjournment

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

Approved on _____, 2022.

Wyatt Dunn, Mayor

Erinn E. Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC

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**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 meeting on November 14, 2022, at 6:30 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; and Andy Santinello, Case Attorney.

1. Call the Meeting to Order

Mayor Dunn called the meeting to order.

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

Case: 21-CVS-1237

Council Member Scholl made the motion to go into closed session pursuant to NCGS 143-318.11(a)(3) regarding Case: 21-CVS-1237. The motion received Council's unanimous support after a second from Council Member Ayers.

Council went into closed session at 6:31 p.m. and reconvened in open session at 6:50 p.m.

3. Adjournment

Council Member Ayers moved to adjourn the meeting, seconded by Council Member Grooms, and the motion received unanimous support. The meeting was adjourned at 6:51 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 November 14, 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, 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; Ruben Ortiz, Code Enforcement; Marsha Gross, Finance Officer; Brian Price, Public Works Director; Eunice McSwain, Parks and Recreation Director; Tori Crowe, Parks and Recreation Special Events Coordinator; Karen Reid, Human Resources Director; and Melanie Cox, Town Attorney.

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.

Eagle Scout Presentation

Parks and Recreation Direction Eunice McSwain recognized Eagle Scout Jacob Mitchell for his completion of his Eagle Scout project in Blair Mill Park.

Mr. Mitchell showed Council pictures of the park benches he built and placed in Blair Mill Park.

Public Comments

No one was present to give public comment.

1. Approval of Consent Agenda Items

- A. Minutes of the following meetings:
 - (1) 09-12-2022
 - (2) 09-12-2022 – closed
 - (3) 09-26-2022
 - (4) 10-10-2022
 - (5) 10-10-2022 – closed
- B. Divide Golf Course Tree Removal Settlement Agreement
- C. Duke Energy Settlement Agreement
- D. Amended Budget Ordinance 6.A.
- E. Mac McCarley Contract Update

Council Member Richardson made the motion to approve the Consent Agenda Items as presented. The motion was seconded by Council Member Scholl which passed unanimously by Council. Amended Budget Ordinance 6.A. is attached to these minutes and therefore incorporated herein.

2. Reports

A. Report from the Mayor

Mayor Dunn reported that he was proud of the way Stallings voted in the last election and that he was happy a Stallings resident, Melissa Merrill, was elected County Commissioner.

B. Reports from Council Members/Town Committees

Council Member Richardson had no report.

Council Member Scholl attended the State of the County Address with the Union County Chamber at Rolling Hills Country Club where a large part of the conversation was around water and sewer needs in the county. There will a 10-year delay on new projects if the new sewer plant does not get approved.

Council Members Ayers, Grooms, Drake, and Hall had no reports.

C. Report from Town Manager/Town Departments

Town Manager Sewell gave the Council the following report:

- Assistant Town Manager Nichols gave a report on the Council Chambers AV System. It had been serviced and some recommendations for better performance recommendations will be brought to the Council in the future for optimal system performance.
- Town Manager Sewell reported:
 - The Town's approved Economic Development shared position with Waxhaw and the county was continued to be explored. Staff was working with Monroe Union County Economic Development Commission to develop a concrete plan to bring back to Council.
 - Due to the Council's approval in the Consent Agenda of the Duke Energy Settlement Agreement, staff could now work with NCDOT to turn the Potter/Pleasant Plains project over to NCDOT.
- Police Chief Dennis Franks reported that the department was participating in No Shave November benefitting Hometown Heroes.

3. Agenda Approval

Council Member Ayers made the motion to approve the Agenda as presented. The motion received Council's unanimous support after a second from Council Member Richardson.

4. Development Finance Initiative (DFI) Downtown Process Update Presentation

Sonya Turner and Eric Thomas with Development Finance Initiative (DFI) were present to report to the Council the first phase of information on the Downtown Process. This presentation is attached to these minutes and therefore incorporated herein.

The next steps on these projects would be to bring back to Council the site analysis, financial analysis, and final recommendations by February 2023.

5. Parks and Recreation Items

A. Introduction of new Parks and Recreation Employee

Parks and Recreation Director Eunice McSwain introduced new employee Tori Crowe, Parks and Recreation Special Events Coordinator, to the Council.

B. Maintenance Supervisor Position Conversion Discussion

Ms. McSwain presented the Council with a proposal to convert a current maintenance position into a maintenance supervisor position. Ms. McSwain's presentation on this proposal is attached to these minutes and therefore incorporated herein.

After Council discussion on this proposal, Council held consensus to gather more information on the item before making a decision and pause the hiring on the vacant position. Ms. McSwain will bring Council back some more information on costs of parks maintenance.

Council Member Richardson made the motion to excuse Council Member Drake. The motion was seconded by Council Member Scholl. The motion was passed unanimously by Council.

Council Member Drake left the meeting at 8:38 p.m.

6. Code of Ordinances Amendment to Chapter 90.17 – Junk Motor Vehicle Regulated

Code Enforcement Officer Ruben Ortiz presented the Council with a proposed to amend Code of Ordinances Amendment to Chapter 90.17 – Junk Motor Vehicle Regulated in order to aid in the ease of enforcement, enhancing the Town's aesthetics, and enable the citizens other options to come into compliance in regard to junk motor vehicles. Mr. Ortiz's presentation is attached to these minutes and therefore incorporated herein.

Council Member Richardson made the motion to approve the Ordinance to Amend the Code of Ordinances Chapter 90.17 – Junk Motor Vehicle Regulated. The motion was seconded by Council

Member Ayers and approved unanimously by the Council. The Ordinance to Amend the Code of Ordinances Chapter 90.17 – Junk Motor Vehicle Regulated is attached to these minutes and therefore incorporated herein.

7. Finance Department Presentation

1st Quarter Report

Finance Officer Marsha Gross review the 1st Quarter Financial Report with the Council. This report is attached to the minutes and therefore incorporated herein.

8. Chestnut/Matthews-Weddington Roundabout Landscape Plan (Richardson)

Request Staff to research initial design costs

Council Member Richardson requested Council to ask staff to bring about proposal for planting at the roundabout in District 6 at the Solis Apartment Complex.

Council Member Richardson made the motion to direct staff to determine a cost and landscaping plan to enhance the plantings at the Chestnut/Matthews-Weddington Roundabout. The motion as seconded by Council Member Scholl and passed unanimously.

9. Adjournment

Council Member Scholl moved to adjourn the meeting, seconded by Council Member Grooms, and the motion received unanimous support. The meeting was adjourned at 9:39 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 November 28, 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, and Brad Richardson.

Those absent were: Council Members Taylor-Rae Drake and Graham Hall.

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

Invocation, Pledge of Allegiance and meeting called to order

Mayor Wyatt Dunn welcomed everyone to the meeting and Council Member Richardson 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.

Mayor Dunn formally introduced new Town Engineer Kevin Parker.

1. Agenda Approval

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

2. RZ22.09.01 – Bleinheim Ln

A. General Rezoning, MU-2 to BC

Mayor Dunn opened the public hearing. No one was present to give public comment. Mayor Dunn closed the public hearing. Council understood the topic and requested no presentation. Council Member Richardson made the motion to approve RZ22.09.01 – Bleinheim Ln. The motion was seconded by Council Member Scholl and passed unanimously.

B. Statement of Consistency and Reasonableness

Council Member Richardson made the motion to approve the Statement of Consistency and Reasonableness for RZ22.09.01 – Bleinheim Ln. Council Member Scholl seconded the motion which was then passed unanimously. The Statement of Consistency and Reasonableness for RZ22.09.01 – Bleinheim Ln. is attached to these minutes and therefore incorporated herein.

3. RZ22.09.02 – Stevens Mill Rd.
General Rezoning, SFR-1 to MU-2

Mayor Dunn opened the public hearing and recessed this item and its public hearing until 12-12-2022 Town Council Meeting at the applicant's wishes.

4. Parks and Recreation
Maintenance Position Conversion Discussion (Continued from 11-14-2022)

Parks and Recreation Director Eunice McSwain presented the Council with the requested information Council requested at the 11-14-2022 Meeting. This presentation is attached to these minutes and therefore incorporated herein.

Council held consensus to delay a decision until its 12-12-2022 meeting and requested the splash pad's operating expenses.

5. Code of Ordinances Supplement 13

Council Member Scholl made the motion to approve the Ordinance Approving Code of Ordinances Supplement 13 which was seconded by Council Member Ayers. The motion was then passed unanimously by Council. The Ordinance Approving Code of Ordinances Supplement 13 is attached to these minutes and therefore incorporated herein.

6. Potter/Pleasant Plains Intersection (U-5112)

Town Manager Sewell request Council to approve the first of two supplemental agreements to turn over the project to the NCDOT and close out the right-of-way phase of the Potter/Pleasant Plains Intersection (U-5112) project. Since the original agreement expired, a new one needed to be executed. In January/February, another agreement would be brought to Council for the construction by NCDOT

with the project being let in late spring/early summer. Mr. Sewell’s memo with agreement details is attached to these minutes and therefore incorporated herein.

Council Member Scholl made the motion to approve the Supplemental Agreement with NCDOT and direct staff to continue working towards turning over the Potter/Pleasant Plains intersection project (U-5112) to NCDOT. Council Member Ayers seconded the motion to which Council unanimously approved.

Town Manager Sewell also reported on the following:

- Christmas in the Park: December 3, 2022, 3:00 – 6:00 p.m.
- There were no findings in the audit which would be presented to the Council at its next meeting.

7. Adjournment

Council Member Grooms moved to adjourn the meeting, seconded by Council Member Scholl, and the motion received unanimous support. The meeting was adjourned at 7:50 p.m.

Approved on _____, 2022.

Wyatt Dunn, Mayor

Erinn E. Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC



MEMO

To: Mayor and Council
From: Marsha Gross, Finance Officer
Via: Alex Sewell, Town Manager
Date: 12-8-2022
RE: **Amended Budget Ordinance #7**

On September 24, 2022, the Town received Traffic Impact Analysis (TIA) Fees in the amount of \$44,000 for the Idlewild Village TIA. As Council is aware, these fees have offsetting expenses for the consultant that is hired to perform the traffic impact analysis. The attached budget amendment is to increase the Transportation Department revenue for FY2023 and the related consulting expense.

Recommended Action: Management is requesting the approval of the Amended Budget Ordinance #7.

AMENDED BUDGET ORDINANCE – NO. 7

TOWN OF STALLINGS, NORTH CAROLINA

FISCAL YEAR 2022-2023

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the estimated expenditures for the fiscal year 2022-2023 are hereby amended as set forth below:

| Category | Account Number | Budgeted Amount | Amend to the Following | Net Increase or (Decrease) |
|--|-----------------------|------------------------|-------------------------------|-----------------------------------|
| General Fund: | | | | |
| Revenue - Transportation Department Transportation Impact Analysis Fees | 10-20-3430-400 | \$ 15,000 | \$ 59,000 | \$ 44,000 |
| Expense - Transportation Department TIA Consulting Expense | 10-20-4510-070 | \$ 2,895,200 | \$ 2,939,200 | \$ 44,000 |

Explanation: Amendment is to increase budgeted revenue in the Transportation Department for Additional Traffic Impact Analysis Fees and the related Traffic Impact Consulting Expense.

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 12th day of December, 2022.

Wyatt Dunn, Mayor

Erinn Nichols, Town Clerk

Approved as to form:

Melanie Cox, Town Attorney, Cox Law Firm, PLLC



MEMO

To: Mayor and Council
From: Marsha Gross, Finance Officer
Via: Alex Sewell, Town Manager
Date: 12-8-2022
RE: **Amended Budget Ordinance #8**

The Town has received \$54,437.49 in Asset Forfeiture funds from the Department of Treasury through 12-08-2022. The Police Department discussed with Council in previous council meetings that there was a need within the department to add an additional K-9 to the squad and explained that asset forfeiture funds could be used instead of fund balance for the purchase. Council approved the purchase and Amended Budget Ordinance #8 adds the additional revenue and expense for FY2023 to the Asset Forfeiture accounts.

Recommended Action: Management is requesting the approval of the Amended Budget Ordinance #8.

AMENDED BUDGET ORDINANCE – NO. 8
TOWN OF STALLINGS, NORTH CAROLINA
FISCAL YEAR 2022-2023

BE IT ORDAINED by the Town Council of the Town of Stallings, North Carolina, that the estimated expenditures for the fiscal year 2022-2023 are hereby amended as set forth below:

| Category | Account Number | Budgeted Amount | Amend to the Following | Net Increase or (Decrease) |
|---|----------------|-----------------|------------------------|----------------------------|
| <u>General Fund:</u> | | | | |
| Revenue - Police Department Asset Forfeiture - Dept. of Treasury Funds | 10-10-3317-400 | \$ 10,000 | \$ 54,400 | \$ 44,400 |
| Expense - Police Department Department of Treasury | 10-10-4420-040 | \$ 3,561,279 | \$ 3,605,679 | \$ 44,400 |

Explanation: Amendment is to increase budgeted revenue in the Police Department for Asset Forefeiture funds received from the Department of Treasury and the related Department of Treasury expense.

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 12th day of December, 2022.

Wyatt Dunn, Mayor

Erinn Nichols, Town Clerk

Approved as to form:

Melanie Cox, Town Attorney, Cox Law Firm, PLLC



MEMO



To: Mayor and Council
Via: Alex Sewell, Town Manager
From: Dennis Franks, Chief of Police
Date: December 5, 2022
RE: North Carolina Governor's Crime Commission grant opportunity

The Stallings Police Department has submitted information to give us the option of pursuing grant funding through the North Carolina Governor's Crime Commission pending Town Council approval. This grant opportunity is via the DOJ Justice Assistance Grant (JAG) Program. This grant is open to local law enforcement and grant funding includes law enforcement technology and equipment. This grant has no matching requirement.

This grant opportunity would be for \$26,500. If Town Council approves and SPD were ultimately awarded this grant, SPD would purchase high-density mobile evidence storage along with computer software and hardware. This equipment will help the SPD maintain better evidence storage practices and allow more advanced tracking of incoming and outgoing pieces of evidence into our evidence system. These pieces of equipment will help the SPD be more efficient when handling and storing police evidence.

The addition of high-density mobile storage will allow SPD evidence custodians more space in our limited area dedicated to evidence storage. The computer hardware will streamline our placement and accounting of all evidence within our evidence vaults. All pieces of this equipment will also assist in our successful completion of CALEA accreditation, by helping us continue to meet the standards set forth by the accrediting body.

I am submitting this memo to hold our place in line with the Commission.

NEXT STEPS: I respectfully request the Town Council to allow the SPD to move forward with our application. Once approved and funds become available, SPD would attempt to purchase said equipment immediately.

Dimensional Standards:

| Zoning | Lot Size | Lot Width | Front Setback | Rear Setback | Side Setback | Corner Side Setback | Allowed Uses | Residential Density |
|---|-----------|-----------|---------------|--------------|--------------|---------------------|------------------------------------|--|
| SFR-1 | 20,000 SF | 100' | 40' | 40' | 12' | 22' | Single-Family Detached Residential | 1.6 unit/acre |
| MU-2 - Only for Single-Family Detached | 6,000 SF | 40' | 16' | 12' | 5' | 5' | Variety | Single Family Detached four units/acre |

Additional Dimensional Requirements:

| Zoning | Density | Buffers | Open Space | Landscaping |
|--------|--|---|--|--|
| SFR-1 | 1.6 Units/Acre | 40' adjacent to all zoning districts | <ul style="list-style-type: none"> 25% Total Required 12.5% Improved | <ul style="list-style-type: none"> Street trees required. Tree Conservation Required (3% of total area) - Table 11.3. Parking lot landscaping required 11.6-4. Berms required |
| MU-2 | Only for Single-Family Detached: 4 units/acre. | <ul style="list-style-type: none"> Type A (40' adjacent to SFR) None against MU or CZ. Building placement determined by Building Type (Article 9). | <ul style="list-style-type: none"> 10% Total Required 5% Improved | <ul style="list-style-type: none"> Street trees required. Tree Conservation Required (3% of total area) - Table 11.3. Parking lot landscaping required 11.6-4. Berms required for residential. |

Future Land Use:

The Land Use Plan shows the property as Single-Family Neighborhood (SFN).

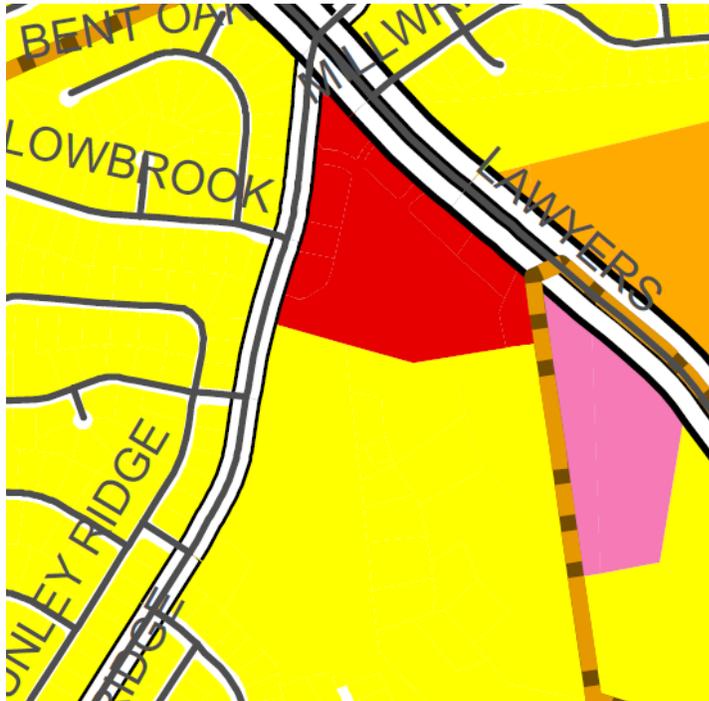
Primary Land Uses for SFN:

- Single-Family Detached Home

Secondary Land Uses for SFN:

- Park
- Natural Areas

Consistency: MU-2 does allow single-family residential, but it is inconsistent with the future land use category of SFN because it also allows a mix of uses that includes offices, retail, and commercial which SFN does not identify.



Small Area Plan:

None for this area.

Greenway Master Plan:

This area contains the NS - Northern Spine (12-14 ft path) and N2 - Fairfield to Stevens Mill Crossing greenway trails (12-14 ft path).

All proposed developments within the Town shall provide the improvements identified in the Stallings Parks, Recreation, and Greenway Master Plan when those improvements are located on the property involved with the proposed development. Fee in lieu is not available.

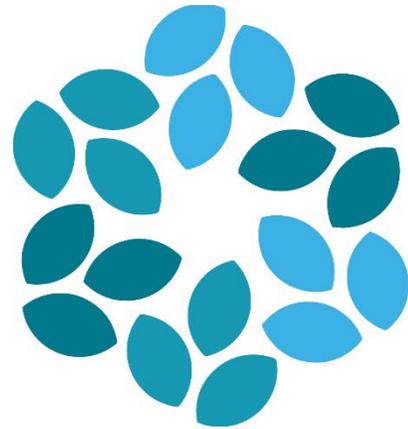




Staff Recommendation:

This area is identified as a Single-family neighborhood in the Comprehensive Land Use Plan. MU-2 does allow for single-family residential, but it also allows for commercial uses. Staff believes MU-2, commercial, and office uses are the highest and best use of the land, so staff recommends approval or RZ22.09.02.

RZ22.09.02: SFR-1 to MU-2



**PLANNING
& ZONING**
TOWN of STALLINGS

Request



□ Zoning Request

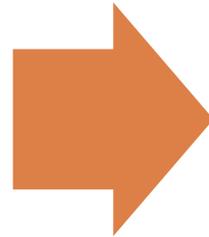
Dr. Sergey Denisovich submitted a general rezoning request for **Single-Family Residential 1 (SFR-1)** to **Mixed-Use 2 (MU-2)** at the location at parcel ID #0704003F, a property 7.98 acres in size on Stevens Mill Rd.



Meetings

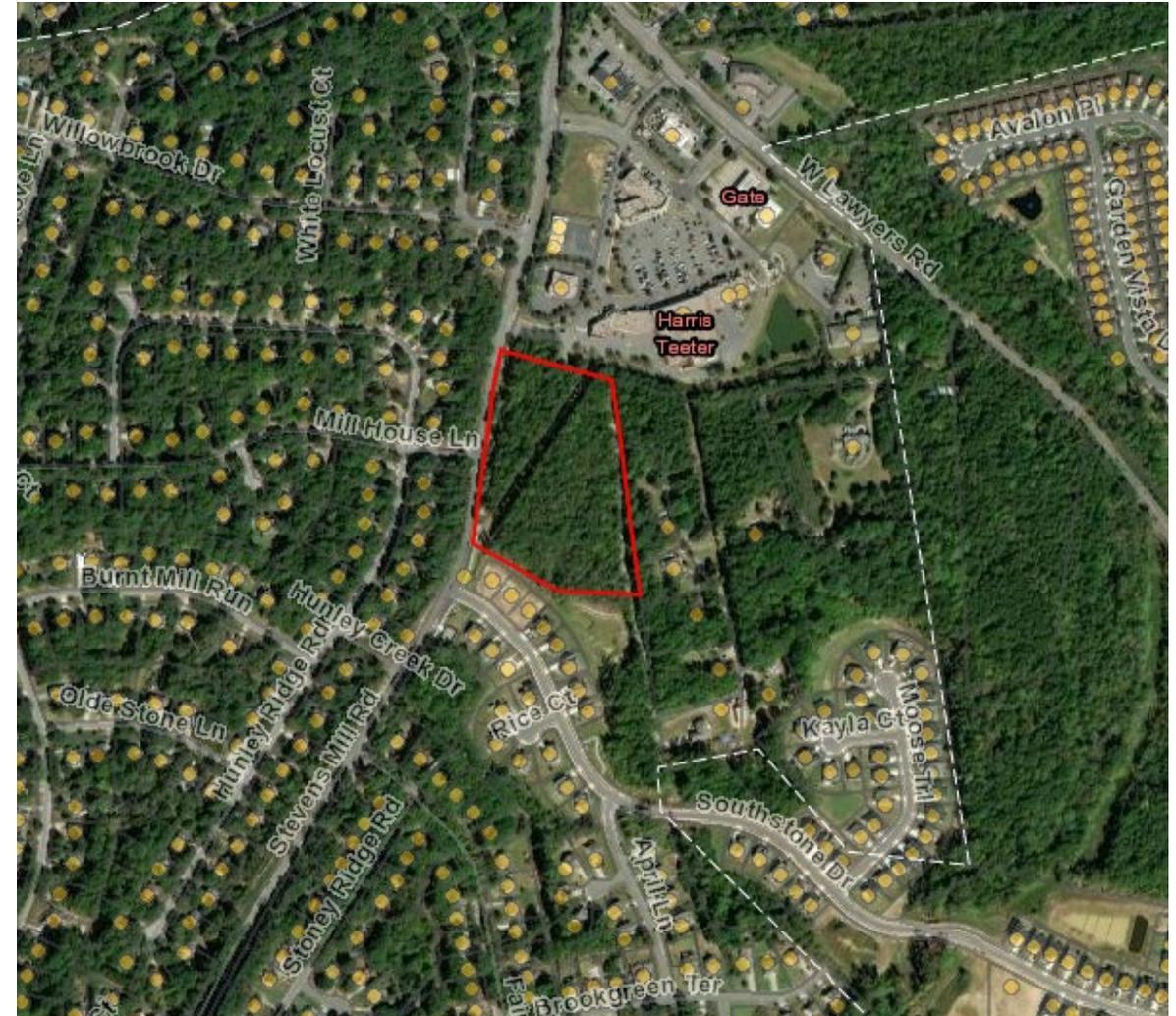
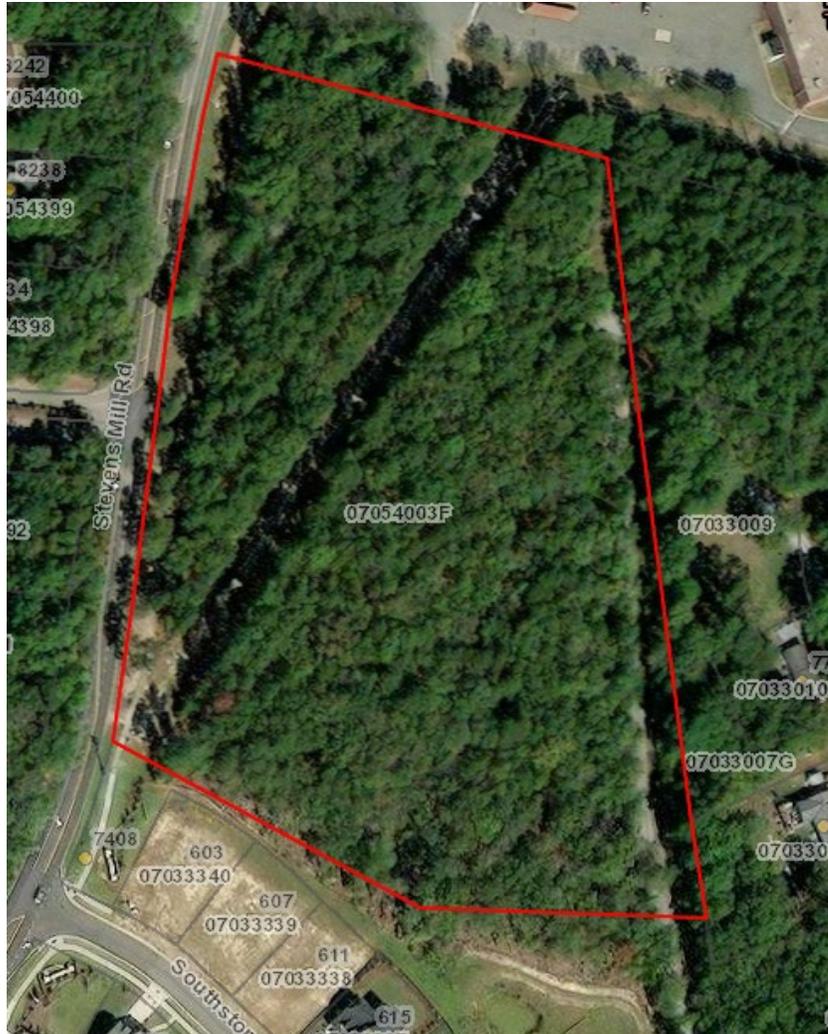


**Planning
Board:
10/18/22**



**Town Council
Hearing:
11/28/22**

Current Conditions



Street View



Project Summary



Location:

- 0 Stevens Mill Rd

Ownership:

- William Trotter Company

Current Zoning:

- SFR-1

Existing Use:

- Vacant

Site/Project Size:

- 7.98 Acres

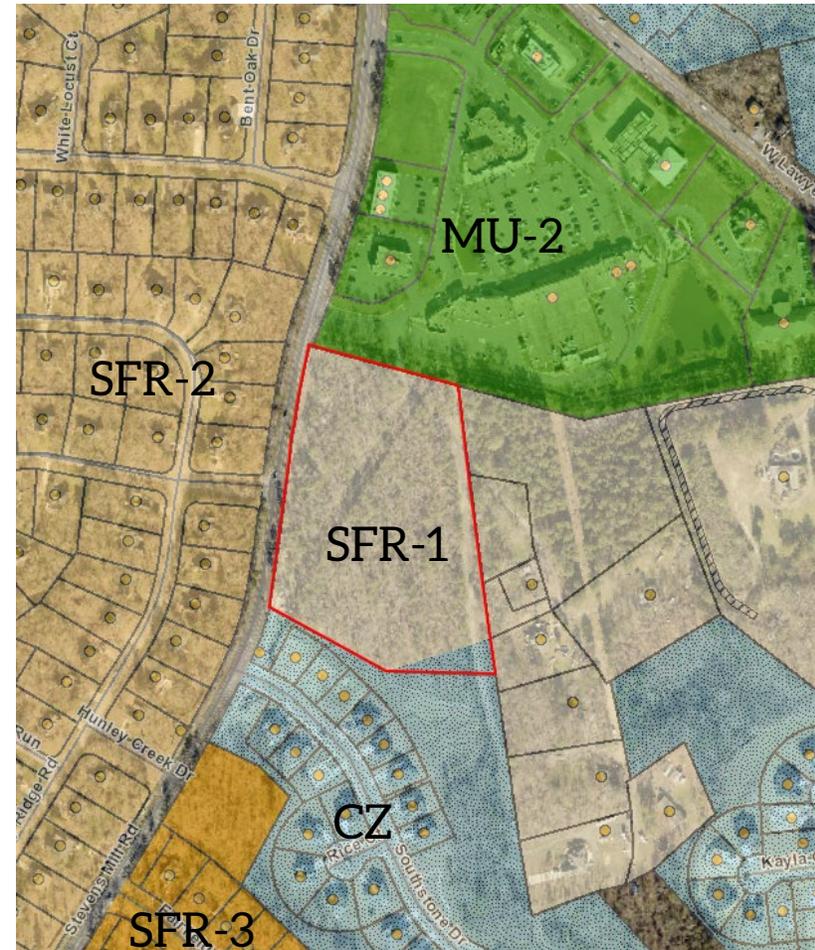
Traffic Generation:

- N/A

Small Area Plan

- None

Zoning Map:



Dimensional Requirements SFR-1 vs MU-2



| Zoning | Lot Size | Lot Width | Front Setback | Rear Setback | Side Setback | Corner Side Setback | Allowed Uses | Residential Density |
|---|-----------|-----------|---------------|--------------|--------------|---------------------|------------------------------------|--|
| SFR-1 | 20,000 SF | 100' | 40' | 40' | 12' | 22' | Single-Family Detached Residential | 1.6 unit/acre |
| MU-2 - Only for Single-Family Detached | 6,000 SF | 40' | 16' | 12' | 5' | 5' | Variety | Single Family Detached four units/acre |

Dimensional Requirements MU-2 vs SFR-1 Cont.



Density Limits (Article 8):

- MU-2
 - Only for Single-Family Detached: 4 units/acre.
- SFR-1
 - 1.6 Units/Acre

Buffers: (Article 11):

- MU-2
 - Type A (40' adjacent to SFR)
 - None against MU or CZ.
 - Building placement determined by Building Type (Article 9).
- SFR-1
 - Type A 40' against all districts.

Open Space: (Article 21):

- MU-2
 - 10% Total Required
 - 5% Improved
- SFR-1
 - 25% Total Required
 - 12.5% Improved

Landscaping

- Street trees required.
- Tree Conservation Required (3% of total area) – Table 11.3.
- Parking lot landscaping required 11.6-4.
- Berms required for residential.

MU-2 Listed Use Examples



Below are a few examples of allowed uses by right in the MU-2 zoning category:

- Bakery
- Bowling Alley
- Convenience Store without gasoline pumps
- Department Store
- Event and Wedding Venue
- Library
- Martial Arts
- General Offices
- Medical Offices
- General Retail
- Pharmacy/Drugstore
- Fitness Center
- Post Office
- Single-Family Detached Dwelling
- Museum
- Restaurant without a drive-thru
- Veterinary Service

**** Apartments, Townhomes, Duplexes, and Triplex Uses are NOT allowed by right in MU-2 and require Conditional Zoning (CZ). ****

Land Use & Adopted Policies



Land Use Plan:

- The Land Use Plan shows the property as **Single-Family Neighborhood (SFN)**.

Primary Land Uses:

- Single-Family Detached Home

Secondary Land Uses:

- Park
- Natural Areas

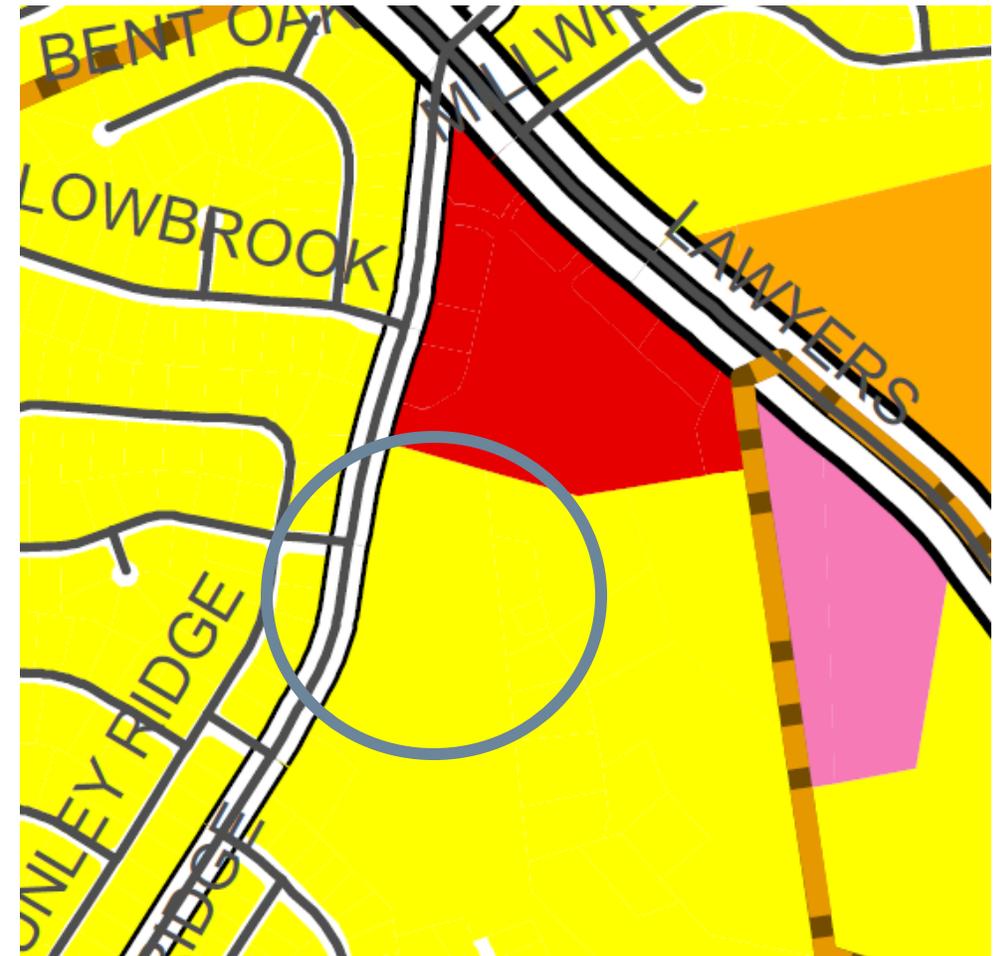
Small Area Plan:

- N/A

Consistency:

- Inconsistent but reasonable.

Future Land Use Map



Greenway Master Plan

This area contains the NS - Northern Spine (12-14 ft path) and N2 - Fairfield to Stevens Mill Crossing greenway trails (12-14 ft path).

All proposed developments within the Town shall provide the improvements identified in the Stallings Parks, Recreation, and Greenway Master Plan when those improvements are located on the property involved with the proposed development. Fee in lieu is not available.



Staff Recommendation



This area is identified as a Single-family neighborhood in the Comprehensive Land Use Plan. MU-2 does allow for single-family residential, and it also allows for commercial uses, so staff recommends approval for RZ22.09.02.

Vote and Statement of Consistency & Reasonableness



- ❖ **Step 1.**
 - Motion to recommend Approval/Denial for RZ22.09.02.

- ❖ **Step 2.**
 - With a statement of consistency that the proposal is Consistent/Inconsistent and reasonable/not reasonable with the Comprehensive Land Use Plan.

- ❖ **Step 3. Reasoning.**
 - Staff suggested reasoning:
 - The rezoning promotes the health, safety, and welfare of the area on Stevens Mill Rd.

Table 8.1 - Table of Uses
Section 1 - General

| # | L = listed use CZ = conditional zoning S = Use listed with additional standards SUP = Special Use Permit <i>Reference SIC and NAICS code for further data on the listed uses.</i> | Agriculture (AG) | Single Family Residential (SFR 1, SFR-2, SFR-3 & SFR-MH) | Multi-Family Residential Transitional (MFT) | Traditional Neighborhood Development Overlay (TNDO) | Town Center (TC) | Civic (CIV) | Mixed Use (MU-1) | Mixed Use (MU-2) | US 74 Commercial (C 74) | Interstate Highway 485 Corporate Park | Vehicle Service/Repair (VSR) | Industrial (IND) | Heavy Industry Overlay (HIO) |
|----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 1 | ABC Store (liquor sales) | | | | | CZ | | | CZ | L | | | | |
| 2 | Accessory Dwelling Unit | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | L | S (10.1-3) | S (10.1-3) | S (10.1-3) | | | | | |
| 3 | ADULT ESTABLISHMENTS/USES | | | | | | | | | | | | | |
| 4 | Bookstore, Adult | | | | | | | | | | | | SUP (10.2-3) | |
| 5 | Cabaret, Adult | | | | | | | | | | | | SUP (10.2-3) | |
| 6 | Massage Parlor | | | | | | | | | | | | SUP (10.2-3) | |
| 7 | Motel, Adult | | | | | | | | | | | | SUP (10.2-3) | |
| 8 | Movie, Adult - Rental, Sales | | | | | | | | | | | | SUP (10.2-3) | |
| 9 | Retail, Adult Products | | | | | | | | | | | | SUP (10.2-3) | |
| 10 | Theater, Adult | | | | | | | | | | | | SUP (10.2-3) | |
| 11 | Agricultural Based Business Facilities | SUP (10.2-4) | | | | | | | | | | | S (10.1-36) | |
| 12 | Agricultural Production (Crops only) | L | L | | | | L | | | | | | L | L |
| 13 | Agricultural Production (Crops & Livestock) | L | | | | | | | | | | | | |
| 14 | Agricultural Production (Within Buildings) | L | | | | | | | | | | | L | L |
| 15 | Alteration, Clothing Repair | | | | L | L | | L | L | L | | | | |
| 16 | Amusement/Water Parks, Fairgrounds | | | | | | | | | SUP (10.2-5) | SUP (10.2-5) | | | |
| 17 | Antique Store | | | | L | L | | | L | L | | | | |
| 18 | Apparel Sales (Clothing, Shoes, Accessories) | | | | L | L | | | L | L | | | | |
| 19 | Appliance Repair, Refrigerator or Large | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 20 | Appliance Store | | | | | | | | S (10.1-36) | S (10.1-36) | | | | |
| 21 | Arts and Crafts Store | | | | L | L | | | L | L | | | | |
| 22 | Asphalt Plant | | | | | | | | | | | | | SUP (10.2-6&16) |
| 23 | Athletic Fields | L | L | L | L | | L | | L | | | | | |
| 24 | Auditorium, Coliseum or Stadium | | | | | | L | | L | | | | | |
| 25 | Auto Supply Sales | | | | | | | | | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 26 | Automobile Dealers | | | | | | | | | S (10.1-36) | | S (10.1-36) | | |
| 27 | Automobile Rental or Leasing | | | | | | | | | L | L | L | L | |
| 28 | Automobile Repair Services (Major) | | | | | | | | | S (10.1-4) | | S (10.1-4) | S (10.1-4) | |
| 29 | Automobile Repair Services (Minor) | | | | | | | | | S (10.1-4) | | S (10.1-4) | S (10.1-4) | |
| 30 | Automobile Towing and Storage Services | | | | | | | | | | | S (10.1-5) | S (10.1-5) | |
| 31 | Bakery | | | | L | L | | L | L | L | | | S (10.1-36) | |
| 32 | Bank, Savings and Loan, or Credit Union | | | | S (10.1-6) | S (10.1-6) | | | S (10.1-6) | S (10.1-6) | S (10.1-6) | | | |
| 33 | Barber Shop | | | | L | L | | L | L | L | L | | | |
| 34 | Bars (with/without Beverage Production Accessory Use) | | | | L | L | | | L | L | L | | | |
| 35 | Batting Cage, Indoor | | | | | | | | L | L | L | | | |
| 36 | Batting Cages, Outdoor | | | | | | | | S (10.1-7) | S (10.1-7) | | | | |
| 37 | Beauty Shop | | | | L | L | | L | L | L | L | | | |
| 38 | Bed & Breakfast (Tourist Home, Boarding House) | S (10.1-8) | | S (10.1-8) | S (10.1-8) | S (10.1-8) | | S (10.1-8) | S (10.1-8) | | | | | |
| 39 | Bicycle Assembly (Bike Shop) | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | |
| 40 | Billiard Parlors | | | | L | L | | | L | L | L | | | |
| 41 | Bingo Games | | | | L | L | | | L | L | L | | | |
| 42 | Boat Repair | | | | | | | | | S (10.1-4) | | S (10.1-4) | S (10.1-4) | |
| 43 | Boat Sales | | | | | | | | | S (10.1-36) | | S (10.1-36) | | |
| 44 | Bookstore | | | | L | L | L | L | L | L | L | | | |
| 45 | Bowling Lanes (bowling alley) | | | | L | L | | | L | L | L | | | |
| 46 | Building Supply Sales (no storage yard) | | | | | | | | L | L | | | L | |

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|----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 47 | Bulk Mail and Packaging | | | | | L | | | L | L | L | | S (10.1-36) | |
| 48 | Bus Terminal | | | | L | L | L | | L | L | L | | | |
| 49 | Camera Store | | | | L | L | | | L | L | L | | | |
| 50 | Camp Ground (for 21 day or less occupancy only) | L | | | | | | | | | | | | |
| 51 | Candy Store | | | | L | L | | | L | L | L | | | |
| 52 | Car Wash | | | | | | | | CZ (10.1-9) | S (10.1-9) | | S (10.1-9) | S (10.1-9) | |
| 53 | Casino for Games of Chance (RESERVED) | | | | | | | | | | | | | |
| 54 | Cellular Communications Facilities (See "Wireless") | | | | | | | | | | | | | |
| 55 | Cemetery or Mausoleum | S (10.1-10) | | | | | S (10.1-10) | | | | | | | |
| 57 | Club or Lodge | | | | S (10.1-12) | S (10.1-12) | S (10.1-12) | | S (10.1-12) | S (10.1-12) | S (10.1-12) | | | |
| 58 | College or University | | | | | | L | | | | | | | |
| 59 | Communication or Broadcasting Facility, without Tower | | | | L | L | L | | L | L | L | | L | |
| 60 | Computer Sales and Service | | | | L | L | | | L | L | L | | | |
| 61 | Convenience Store (with gasoline pumps) | | | | | | | | CZ | CZ | CZ | | L | |
| 62 | Convenience Store (without gasoline pumps) | | | | L | L | | | L | L | L | | L | |
| 63 | Correctional Institution (RESERVED) | | | | | | | | | | | | | |
| 64 | Country Club with or without Golf Course | S (10.1-13) | | | S (10.1-13) | | S (10.1-13) | S (10.1-13) | S (10.1-13) | S (10.1-13) | S (10.1-13) | | | |
| 65 | Crematorium | | | | | | | | | | | | L | |
| 66 | Dance School/Academy | | | | L | L | L | L | L | L | L | | L | |
| 67 | Day Care Center for Children or Adults (6 or more) | S (10.1-14) | | | S (10.1-14) | S (10.1-14) | S (10.1-14) | S (10.1-14) | S (10.1-14) | S (10.1-14) | S (10.1-14) | | S (10.1-14) | |
| 68 | Day Care Center, Home Occupation for less than 6 children | S (10.1-15) | | S (10.1-15) | S (10.1-15) | S (10.1-15) | S (10.1-15) | S (10.1-15) | S (10.1-15) | S (10.1-15) | | | S (10.1-15) | |
| 69 | Department, Variety or General Merchandise Store | | | | L | L | | | L | L | | | | |
| 70 | Dormitories | | | | | | S (10.1-16) | | | | | | | |
| 71 | Drive Through Window as Accessory Use | | | | S (10.1-17) | S (10.1-17) | S (10.1-17) | | S (10.1-17) | S (10.1-17) | S (10.1-17) | | | |
| 72 | Dwelling(s) (see Residential Dwellings) | | | | | | | | | | | | | |
| 73 | Electronic Gaming Operation | | | | | | | | | SUP (10.2-15) | | | | |
| 74 | Equestrian Facility | SUP (10.2-7) | | | SUP (10.2-7) | | | | | SUP (10.2-7) | SUP (10.2-7) | | | |
| 75 | Equipment Rental & Leasing (no outside storage) | | | | L | L | | | | L | L | L | L | |
| 76 | Equipment Rental (w/fenced outside storage) | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 77 | Equipment Repair, Heavy | | | | | | | | | S (10.1-4) | | S (10.1-4) | S (10.1-4) | |
| 78 | Event and Wedding Venue | L | | | L | L | L | L | L | | | | | |
| 79 | Fabric or Piece Goods Store | | | | L | L | | | L | L | | | | |
| 80 | Family Care Facility (Family Care Home) | L | L | L | L | L | L | L | L | L | | | | |
| 81 | Farmers Market | L | | | | L | L | L | L | | | | | |
| 82 | Fences & Walls (see 2.13) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) | L (2.13-2) |
| 83 | Fire, Ambulance, Rescue Station | L | | | L | L | L | L | L | L | L | | L | |
| 84 | Floor Covering, Drapery, and/or Upholstery Sales | | | | | L | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | | |
| 85 | Florist | L | | | L | L | | L | L | L | L | | S (10.1-36) | |
| 86 | Fortune Tellers, Astrologers (RESERVED) | | | | | | | | | | | | | |
| 87 | Fuel Oil Sales and Distribution for "Home" or other Delivery | | | | | | | | | | | | | SUP (10.2-11&16) |
| 88 | Funeral Home with Crematorium | | | | | | | | CZ | CZ | | | | |
| 89 | Funeral Home without Crematorium | | | | | | | | L | L | | | | |
| 90 | Furniture Framing | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 91 | Furniture Repair Shop | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 92 | Furniture Sales | | | | L | L | | | S (10.1-36) | S (10.1-36) | | | | |

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|-----|--|------------------|--|---|---|------------------|--------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 93 | Game Room, Video Game Room, Coin Operated | | | | | SUP (10.2-15) | | | SUP (10.2-15) | SUP (10.2-15) | | | | |
| 94 | Garden Center or Retail Nursery | | | | | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | |
| 95 | Gift or Card Shop | | | | L | L | L | L | L | L | L | | | |
| 96 | Golf Course (See Country Club with Golf Course) | S (10.1-13) | | | S (10.1-13) | | S (10.1-13) | | S (10.1-13) | S (10.1-13) | S (10.1-13) | | | |
| 97 | Golf Course, Miniature | | | | | | | | L | L | | | | |
| 98 | Golf Driving Range | S (10.1-19) | | | S (10.1-19) | | S (10.1-19) | | S (10.1-19) | S (10.1-19) | S (10.1-19) | | | |
| 99 | Grocery Store | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | | |
| 100 | Group Care Facility | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | SUP (10.2-8) | | | |
| 101 | Gymnastics/Cheerleading Academy | | | | | L | | L | L | | | | L | |
| 102 | Hardware Store | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 103 | Hazardous and/or Radioactive Waste (Transportation, Storage and/or Incineration) | | | | | | | | | | | | | SUP (10.2-16) |
| 104 | Hobby Shop | | | | L | L | | | L | L | L | | | |
| 105 | Home Furnishings Sales | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | | |
| 106 | Home Occupation | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | | S (10.1-21) | |
| 107 | Hospital | | | | | | S (10.1-37) | | S (10.1-37) | | | | | |
| 108 | Hotel or Motel | | | | L | L | | | L | L | L | | | |
| 109 | Jewelry Store | | | | L | L | | | L | L | L | | | |
| 110 | Junked Motor Vehicle Storage as Accessory Use | S (10.1-22) | | | | | | | | S (10.1-22) | | S (10.1-22) | S (10.1-22) | |
| 111 | Junkyards, Salvage Yards, Used Auto Parts | | | | | | | | | | | | | SUP (10.2-9 & 16) |
| 112 | Kennels or Pet Grooming w/Outdoor Pens or Runs | S (10.1-23) | | | | | | | | S (10.1-23) | S (10.1-23) | | S (10.1-23) | |
| 113 | Kennels or Pet Grooming, No Outdoor Pens or Runs | L | | | L | L | | | L | L | L | | L | |
| 114 | Laboratory, Medical or Dental | | | | | L | L | | L | L | L | | L | |
| 115 | Landfill, Demolition Debris, Minor and Major (RESERVED) | | | | | | | | | | | | | |
| 116 | Landscape Services | L | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 117 | Laundromat, Coin-Operated | | | | | L | | | L | L | | | | |
| 118 | Laundry or Dry Cleaning | | | | L | L | | L | L | L | L | | | |
| 119 | Library | | | | L | L | L | L | L | | | | | |
| 120 | Lighting Sales and Service | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | |
| 121 | Manufactured Home/Dwelling Sales | | | | | | | | CZ | | | | | |
| 122 | Manufacturing & Industry (see Table 8.1, sect. 2) | | | | | | | | | | | | | |
| 123 | Market - Tailgate (Fresh Foods & "Food Trucks")(as Temporary Use - see Article 15) | | | | | | | | | | | | | |
| 124 | Market Showroom (Furniture, Apparel etc.) | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | |
| 125 | Martial Arts Instructional Schools | | | | L | L | | L | L | L | | | L | |
| 126 | Metal Coating and Engraving | | | | | | | | | | | | | SUP (10.2-16) |
| 127 | Metal Processing | | | | | | | | | | | | | SUP (10.2-16) |
| 128 | Migrant Labor Housing (RESERVED) | | | | | | | | | | | | | |
| 129 | Motion Picture and/or Television Production | | | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | |
| 130 | Motorcycle Sales (new & used), Parts and Service | | | | | | | | | S (10.1-36) | | S (10.1-36) | | |
| 131 | Moving and Storage Service | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 132 | Museum or Art Gallery | | | | L | L | L | L | L | L | L | | | |
| 133 | Musical Instrument Sales | | | | L | L | | L | L | L | | | | |
| 134 | Newsstand | | | | L | L | L | L | L | L | L | | | |
| 135 | Nursing Home, Assisted Living | S (10.1-25) | | | S (10.1-25) | S (10.1-25) | S (10.1-25) | S (10.1-25) | S (10.1-25) | S (10.1-25) | | | | |
| 136 | Office Machine Sales | | | | L | L | | | L | L | L | | S (10.1-36) | |

Table 8.1 - Table of Uses
Section 1 - General

| # | L = listed use CZ = conditional zoning S = Use listed with additional standards SUP = Special Use Permit <i>Reference SIC and NAICS code for further data on the listed uses.</i> | Agriculture (AG) | Single Family Residential (SFR 1, SFR-2, SFR-3 & SFR-MH) | Multi-Family Residential Transitional (MFT) | Traditional Neighborhood Development Overlay (TNDO) | Town Center (TC) | Civic (CIV) | Mixed Use (MU-1) | Mixed Use (MU-2) | US 74 Commercial (C 74) | Interstate Highway 485 Corporate Park | Vehicle Service/Repair (VSR) | Industrial (IND) | Heavy Industry Overlay (HIO) |
|-----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 137 | OFFICE USES | | | | | | | | | | | | | |
| 138 | Accounting, Auditing or Bookkeeping Services | | | | L | L | | L | L | L | L | | | |
| 139 | Administrative or Management Services | | | | L | L | | L | L | L | L | | | |
| 140 | Advertising Agency | | | | L | L | | L | L | L | L | | | |
| 141 | Architect, Engineer or Surveyor's Office | | | | L | L | | L | L | L | L | | | |
| 142 | Dental, Medical or Related Office | | | | L | L | L | L | L | L | L | | | |
| 143 | Employment Agency, Personnel Agency | | | | L | L | L | L | L | L | L | | | |
| 144 | Finance or Loan Office | | | | L | L | | L | L | L | L | | | |
| 145 | General Contractors Office w/ Fenced Outside Storage | | | | | | | | | | | | S (10.1-36) | |
| 146 | General Contractors Offices without Outside Storage | | | | | | | | | L | | L | L | |
| 147 | Government Office | L | | | L | L | L | L | L | L | L | | | |
| 148 | Home Occupation | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | S (10.1-21) | | S (10.1-21) | |
| 149 | Insurance Agency (w/on-site claims inspections) | | | | L | L | | | L | L | L | | | |
| 150 | Insurance Agency (without on-site claims inspections) | | | | L | L | | L | L | L | L | | | |
| 151 | Law Office | | | | L | L | L | L | L | | | | | |
| 152 | Medical, Dental or Related Office | | | | L | L | L | L | L | L | L | | | |
| 153 | Office Uses Not Otherwise Classified | | | | L | L | | | L | L | L | | L | |
| 154 | Real Estate Office | | | | L | L | | L | L | L | L | | | |
| 155 | Service Contractors Offices w/Fenced Outside Storage | | | | | | | | | | | | S (10.1-36) | |
| 156 | Service Contractors Offices without Outside Storage | | | | | | | | | L | | L | L | |
| 157 | Stock, Security or Commodity Broker | | | | L | L | | L | L | L | L | | | |
| 158 | Temporary Real Estate Office (see Article 15) | | | | | | | | | | | | | |
| 159 | Travel Agency | | | | L | L | | L | L | L | L | | | |
| 160 | Optical Goods Sales | | | | L | L | L | | L | L | L | | | |
| 161 | Outside Storage Uses Not Otherwise Classified | | | | | | | | | | | | S (10.1-36) | |
| 162 | Paint and Wallpaper Sales | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | |
| 163 | Parks and Recreation Facilities, Public | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | S (10.1-26) | | | |
| 164 | Parking Lots or Structures | | | | L | L | L | | L | L | L | | L | |
| 165 | Pawnshop or Used Merchandise Store | | | | | | | | | S (10.1-34) | | | | |
| 166 | Personal Training Facility | | | | | L | | L | L | | | | L | |
| 167 | Pest or Termite Control Services | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 168 | Pet Store | | | | L | L | | | L | L | | | | |
| 169 | Petroleum Products Storage and/or Transfer | | | | | | | | | | | | | SUP (10.2-11&16) |
| 170 | Pharmacy/Drugstore | | | | L | CZ | | | L | L | L | | | |
| 171 | Photofinishing Laboratory | | | | | L | | | L | | | | | SUP (10.2-16) |
| 172 | Photography, Commercial | | | | L | L | | | L | L | L | | | |
| 173 | Photography Studio | | | | L | L | L | L | L | L | L | | | |
| 174 | Physical Fitness Center, Health Club | | | | L | L | L | L | L | L | L | | | |

Table 8.1 - Table of Uses
Section 1 - General

| # | L = listed use CZ = conditional zoning S = Use listed with additional standards SUP = Special Use Permit <i>Reference SIC and NAICS code for further data on the listed uses.</i> | Agriculture (AG) | Single Family Residential (SFR 1, SFR-2, SFR-3 & SFR-MH) | Multi-Family Residential Transitional (MFT) | Traditional Neighborhood Development Overlay (TNDO) | Town Center (TC) | Civic (CIV) | Mixed Use (MU-1) | Mixed Use (MU-2) | US 74 Commercial (C 74) | Interstate Highway 485 Corporate Park | Vehicle Service/Repair (VSR) | Industrial (IND) | Heavy Industry Overlay (HIO) |
|-----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 175 | Police Station | | | | L | L | L | L | L | L | L | | | |
| 176 | Portable Storage Unit (POD) (as Temporary Use - see Article 15) | | | | | | | | | | | | | |
| 177 | Post Office | | | | L | L | L | L | L | L | L | | | |
| 178 | Printing and Publishing Operation | | | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | |
| 179 | Printing, Photocopying and Duplicating Services | | | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | S (10.1-36) | | S (10.1-36) | |
| 180 | Raceway (Go-cart, Motorcycle, &/or Automobile) | | | | | | | | | S (10.1-20) | | | | |
| 181 | Recorded Media Sales (Record/Compact Disc/Tape) | | | | L | L | | | L | L | L | | | |
| 182 | Recreational Vehicle Sales (new and used) | | | | | | | | | S (10.1-36) | | S (10.1-36) | | |
| 183 | Religious Institutions (Church, Synagogue, Mosque or Place of Worship) | | | | S (10.1-11) | S (10.1-11) | S (10.1-11) | S (10.1-11) | S (10.1-11) | | | | | |
| 184 | RESIDENTIAL USES (DWELLINGS) | | | | | | | | | | | | | |
| 185 | Dwelling, Accessory Unit | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | S (10.1-3) | | | | | |
| 186 | Dwelling, Attached House (incl. term "Townhouse") | | | CZ | L | CZ | CZ | CZ | CZ | | | | | |
| 187 | Dwelling, Manufactured Home (see Sections 22.5-2 & 10.1-35) | | L | | | | | | | | | | | |
| 188 | Dwelling Park, Manufactured Home (see Section 22.5-1) | | | | | | | | | | | | | |
| 189 | Dwelling, Multifamily (apartments or condominiums) | | | | CZ (10.1-24) | CZ (10.1-24) | | CZ (10.1-24) | CZ (10.1-24) | | | | | |
| 190 | Dwelling, Single Family Detached, including Modular Construction | L | L | L | L | L | L | L | L | | | | | |
| 191 | Restaurant without drive-thru window | | | | L | L | | L | L | L | L | | | |
| 192 | Restaurant with drive-thru window accessory Use (see 10.1- | | | | L | CZ | | CZ | CZ | CZ | CZ | | | |
| 193 | Retail Sales Not Otherwise Listed | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | | |
| 194 | Retreat Center | L | | | L | L | L | | | | | | | |
| 195 | Sewage Treatment Plant | | | | | | | | | | | | | SUP (10.2-12) |
| 196 | School, Elementary or Secondary | | | | | | | | | | | | | |
| 197 | Shelter for the Homeless (RESERVED) | | | | | | | | | | | | | |
| 198 | Shoe Repair or Shoeshine Shop | | | | L | L | | | L | L | L | | | |
| 199 | Shooting Range, Indoor | | | | | | | | CZ (10.2-13) | CZ (10.2-13) | CZ (10.2-13) | | CZ (10.2-13) | |
| 200 | Shooting Range, Outdoor (RESERVED) | | | | | | | | | | | | | |
| 201 | Shopping Center | | | | | | | | S (10.1-36) | S (10.1-36) | | | | |
| 202 | Sign (Accessory Use as permitted by Article 17) | L | L | L | L | L | L | L | L | L | L | L | L | L |
| 203 | Sign fabricating | | | | | | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 204 | Skating Rink | | | | | | | | | L | | | | |
| 205 | Solid Waste Disposal (non-hazardous) | | | | | | | | | | | | | S (10.1-36) |
| 206 | Special Events not listed (see Article 15) | | | | | | | | | | | | | |
| 207 | Sporting Goods Store | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | | | |
| 208 | Sports and Recreation Clubs, Indoor | | | | L | L | L | L | L | L | L | | L | |
| 209 | Stationery Store | | | | L | L | | | L | L | L | | | |
| 210 | Swim and Tennis Club | S (10.1-29) | S (10.1-29) | S (10.1-29) | S (10.1-29) | | S (10.1-29) | S (10.1-29) | S (10.1-29) | S (10.1-29) | S (10.1-29) | | | |
| 211 | Swimming Pool As Accessory Use | L | L | L | L | | L | L | L | | | | | |
| 212 | Tattoo and/or Body Piercings Studio | | | | | | | | L | L | | | | |
| 213 | Taxidermist | | | | | | | | L | L | | | L | |

**Table 8.1 - Table of Uses
Section 1 - General**

| # | L = listed use CZ = conditional zoning S = Use listed with additional standards SUP = Special Use Permit <i>Reference SIC and NAICS code for further data on the listed uses.</i> | Agriculture (AG) | Single Family Residential (SFR 1, SFR-2, SFR-3 & SFR-MH) | Multi-Family Residential Transitional (MFT) | Traditional Neighborhood Development Overlay (TNDO) | Town Center (TC) | Civic (CIV) | Mixed Use (MU-1) | Mixed Use (MU-2) | US 74 Commercial (C 74) | Interstate Highway 485 Corporate Park | Vehicle Service/Repair (VSR) | Industrial (IND) | Heavy Industry Overlay (HIO) |
|-----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 214 | Television, Radio or Electronics Sales & Repair | | | | S (10.1-36) | S (10.1-36) | | | S (10.1-36) | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 215 | Temporary Construction Storage and/or Office | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) | S (10.1-30) |
| 216 | Temporary Uses not listed (see Article 15) | | | | | | | | | | | | | |
| 217 | Theater, Indoor | | | | L | L | L | | L | L | | | | |
| 218 | Tire Recapping | | | | | | | | | | | | | SUP (10.2-16) |
| 219 | Tire Sales, Motor Vehicle | | | | | | | | | S (10.1-36) | | S (10.1-4) | S (10.1-36) | |
| 220 | Towers, Telecommunications and/or Broadcast | | | | | CZ (10.2-14) | | | CZ (10.2-14) | CZ (10.2-14) | CZ (10.2-14) | | CZ(10.2-14) | |
| 221 | Truck and Utility Trailer Rental and Leasing | | | | | | | | | CZ (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 222 | Trucking Centers, Truck Stop &/or Freight Terminal | | | | | | | | | | | | S (10.1-36) | |
| 223 | Utility Equipment and Storage Yards | | | | | | | | | | | | S (10.1-36) | |
| 224 | Utility Substation | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) | S (10.1-36) |
| 225 | Vending Machine - Outdoor (with or without advertising | L | | | L | L | L | | L | L | L | L | L | L |
| 226 | Veterinary Service, Large Animal | L | | | | | | | | L | | | L | |
| 227 | Veterinary Service, Pet Grooming, without Outdoor | L | | | L | L | | | L | L | L | | L | |
| 228 | Veterinary Service w/Outdoor Kennels and/or Runs | S (10.1-31) | | | | | | | | S (10.1-31) | S (10.1-31) | | S (10.1-31) | |
| 229 | Vocational, Business or Secretarial School | | | | L | L | L | | L | L | L | | | |
| 230 | Warehouse (general storage, enclosed, no outdoor storage) | | | | | | | | | CZ | CZ | | L | |
| 231 | Warehouse (Self-storage with outdoor storage) | | | | | | | | | CZ (10.1-36) | CZ (10.1-36) | | S (10.1-36) | |
| 232 | Water Treatment Plant | | | | | | | | | | | | | S (10.1-36) |
| 233 | Wholesale Trade (see section 3 of this table) | | | | | | | | | | | | | |
| 234 | Wireless Telecommunication Facilities, Microcell | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) | S (10.1-32) |
| 235 | Wireless Telecommunication Facilities, Concealed | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) | S (10.1-33) |
| 236 | Wireless Telecommunication Facilities, Co-Located | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) | S (10.1-34) |
| 237 | Wireless Telecommunication Facilities, Tower | | | | | CZ (10.2-14) | | CZ (10.2-14) | CZ (10.2-14) | CZ (10.2-14) | CZ(10.2-14) | | CZ (10.2-14) | |
| 238 | Yard Sale (no more than 3 per year) See Section 15.3 | L | L | L | L | L | L | L | L | L | | L | L | |

**Table 8.1 - Table of Uses
Section 3 - Wholesale Trade**

| # | L = listed use CZ = conditional zoning S = Use listed with additional standards SUP = Special Use Permit <i>Reference SIC and NAICS code for further data on the listed uses.</i> | Agriculture (AG) | Single Family Residential (SFR 1, SFR-2, SFR-3 & SFR-MH) | Multi-Family Residential Transitional (MFT) | Traditional Neighborhood Development Overlay (TNDO) | Town Center (TC) | Civic (CIV) | Mixed Use (MU-1) | Mixed Use (MU-2) | US 74 Commercial (C 74) | Interstate Highway 485 Corporate Park | Vehicle Service/Repair (VSR) | Industrial (IND) | Heavy Industry Overlay (HIO) |
|----|--|------------------|--|---|---|------------------|-------------|------------------|------------------|-------------------------|---------------------------------------|------------------------------|------------------|------------------------------|
| 1 | WHOLESALE AND OUTDOOR STORAGE | | | | | | | | | | | | | |
| 2 | Flowers, Nursery Stock and Florist Supplies | CZ (10.2-4) | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 3 | Lumber and Other Construction Materials with fenced storage | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 4 | Machinery, Equipment and Supplies | | | | | | | | | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 5 | Machinery, Farm and Garden | | | | | | | | | S (10.1-36) | | S (10.1-36) | S (10.1-36) | |
| 6 | WHOLESALE WITH HAZARDOUS MATERIALS | | | | | | | | | | | | | |
| 7 | Chemicals and Allied Products | | | | | | | | | | | | | CZ (10.2-16) |
| 8 | Plastics Materials | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 9 | Resins | | | | | | | | | | | | | CZ (10.2-16) |
| 10 | WHOLESALE WITH RECYCLING, OTHER ACTIVITIES | | | | | | | | | | | | | |
| 11 | Scrap & Waste Materials - Recycling collection & sorting Only | | | | | | | | | | | S (10.1-36) | | CZ (10.2-16) |
| 12 | WHOLESALE, OTHER | | | | | | | | | | | | | |
| 13 | Apparel | | | | | | | | | L | | | S (10.1-36) | |
| 14 | Beer, Wine or Distilled Alcoholic Beverages | CZ (10.2-4) | | | L | | | | | CZ (10.2-4) | | | S (10.1-36) | |
| 15 | Books, Periodicals and Newspapers | | | | | | L | | | L | | | S (10.1-36) | |
| 16 | Durable Goods | | | | | | | | | | | | S (10.1-36) | |
| 17 | Electrical Goods | | | | | | | | | | | | S (10.1-36) | |
| 18 | Furniture and Home Furnishings | | | | | | | | | L | | | S (10.1-36) | |
| 19 | Groceries and Related Products | | | | | | | | | L | | | S (10.1-36) | |
| 20 | Hardware, Wholesale Dealer | | | | | | | | L | L | | L | S (10.1-36) | |
| 21 | Lumber, Millwork and Veneer | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 22 | Paper and Paper Products | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 23 | Plumbing and Heating Equipment | | | | | | | | | S (10.1-36) | | | S (10.1-36) | |
| 24 | Sporting and Recreational Goods and Supplies | | | | | | | | | L | | | S (10.1-36) | |
| 25 | Wallpaper and Paint Brushes | | | | | | | | | L | | | S (10.1-36) | |



Statement of Consistency and Reasonableness

ZONING AMENDMENT: RZ22.09.02

REQUEST: Dr. Sergey Denisovich has submitted a general rezoning request for Single-Family Residential 1 (SFR-1) to Mixed-Use 2 (MU-2) at the location at parcel ID #0704003F, a property 7.98 acres in size on Stevens Mill Rd

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

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

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

THEREFORE, The Town Council now recommends that the proposed text amendment is consistent and reasonable with the Comprehensive Land Use Plan adopted on November 27, 2017, based on the goals and objectives outlined in the document of promoting quality development and consistency with all state-mandated land-use regulations established through NCGS § 160D. The Town Council recommends to **APPROVE** the proposed amendment and states that the Town Council finds and determines that the text amendment is consistent and reasonable with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan for the following reasons:

1. The rezoning promotes the health, safety, and welfare of the area on Stevens Mill Rd.

Recommended this the ___ day of _____, 2022.

Mayor

Attest:

Clerk



MEMO

To: Alex Sewell, Town Manager
From: Eunice McSwain, Parks & Recreation Director
Date: December 12th, 2022
RE: **Parks & Recreation Maintenance Follow Up**

Background/Issue: Parks and Recreation Maintenance Position Conversion

Proposal/Solution:

On Monday, Nov. 14th, 2022, the Parks and Recreation department presented the possibility of converting our currently budgeted “Maintenance Technician” to a “Maintenance Supervisor” along with a pay grade scale change of 13 to 18. After receiving feedback from the council to investigate more into the conversion, we wanted to go into more detail about the position, department needs, & our current staff structure while taking into consideration the councils concerns.

The Town of Stallings Parks and Greenway systems continue to grow and expand. Some of this expansion includes the construction of Privette Park and the finishing of the Vickery Greenway by the end of next year. Currently the recreation departments maintenance staff maintains Chestnut Greenway, Blair Mill Park, & Stallings Municipal Park. With our town’s park facilities, greenways, daily workload, and addition of Vickery Greenway and Privette Park, this has put a need on our department for a highly qualified maintenance worker.

The Town of Stallings Parks and Recreation Department currently consists of the following:

1. Parks & Recreation Director (Filled)
2. Full-Time Administrative Assistant (Filled)
3. Full-Time Special Event Coordinator (Filled)
4. Full-Time Maintenance Technician (Filled)
5. Full-Time Maintenance Technician (Vacant)

The town began advertising for the Vacant Maintenance Technician position a few months ago. Since the application has been open, we’ve had only a handful of applicants who have applied. We found those applicants, willing to work within the pay range, we’re highly underqualified. While one applicant had a wide variety of skills & years of work in the maintenance field, the pay range was not adequate. As of now, the only Desirable education and experience required, on the maintenance technician application, is someone who has graduated from high school and has experience in grounds maintenance work, or an equivalent combination of education and experience. As it stands today, our departments needs are far more advanced than these listed on the current maintenance technician’s application and our current paygrade does not account for such skills.

The Parks and Recreation Department is not only in need of a full-time maintenance technician but needs one that holds an abundance of knowledge. With our current maintenance team's skillset, we are unable to perform a multitude of tasks that could be in-house and save the Town thousands of dollars. After receiving the council's feedback on a "Maintenance Supervisor" we looked into lowering the pay grade and advocating for a "Senior Maintenance Technician". With the addition of a Senior Maintenance Technician not only will we be able to do require an elevated skillset, but we will also be able to perform projects in-house at a lower cost to the Town. In addition to contributing a huge deal to the Towns growing parks/greenway system. A position of this caliber would rely on the applicant to be well versed in one, or more, of the following trades: Carpentry, Masonry, Plumbing, Painting, &/or electric. While an elevated experience of maintenance will be required, they will still perform daily duties to help our current maintenance staff in areas such as:

- Cleaning/Stocking Restroom
- Tree/Shrub Maintenance
- Attending Town events & provide support for set-up, tear-down, & event custodial needs
- Seasonal weekend support

As we continue to grow our parks, greenways, event schedule, programs & day-to-day operational needs, we see this position as a huge asset to the Town of Stallings. While the current budget accounts for an additional technician the Recreation Department we're seeking to covert the title of "Parks Maintenance Technician" to "Parks Senior Maintenance Technician". The title switch would also result in a Pay Grade change; however, due to lapsed salaries in our current budget the cost would be absorbed. This would change the current pay grade 13 (Min. \$38,690 Max. \$57,114) to pay grade 17 (Min. \$47,028 to Max. \$69,423) and would result in a slight increase (roughly \$10,000 to \$15,000) to the 2023-24 Budget for the Recreation Departments Salaries and Wages.

As Requested by the Council below is the average cost that was spent this past year (21-22) for the Splash Pad's operational Season. This cost does not include the 1,568 hours that the Splash Pad was open to the public & had to be checked roughly 5-6 times daily.

| ITEM | COST |
|---|-------------|
| Operating Permit | \$250 |
| Test Kits/ Chemicals | \$4,000 |
| W.P.Law Fountain Division (Maintenance, Electronic Water Level) | \$9,850 |
| Certifications | \$780 |
| Utilities | \$4,500 |

TOTAL: \$ 19,380

Requested Actions:

- 1) Approve that the Budgeted Maintenance Technician's title switch to "Senior Maintenance Technician" and move the pay grade scale accordingly to the Town's most recently approved Pay Grade Study.

MAINTENANCE POSITION FOLLOW UP

Stallings Parks & Recreation



COUNCIL FEEDBACK

- **Supervisory Need?**
- **Cost**
- **Public Works vs. Parks & Recreation**

Supervisory Need?



- Main Goal - Higher Skill Set to address growing parks and greenway system
- Full blown supervisor is not necessary currently, just need a lead
- Transition from Supervisor to Senior Maintenance Tech
- Reduce pay grade requested from 18 to 17

COST

Outsource vs. In-House

Splash Pad OPERATIONS

Bathroom RENOVATIONS

Disc Golf RENOVATIONS

Outsource

- Starting at \$18,000/Year
 - Only includes Weekly Checks
 - Startup & breakdown
 - Staff still required to maintain hourly

- Basic Renovation
\$8,000 - \$10,000 / Per Restroom

- \$3,500 / per 9 Holes

In-House

- \$390 for Certification.
(Lasts 5 Years)

- Basic Renovation
\$3,000/ Per Restroom

- \$2,000/ per 9 Holes

Outsourcing Costs

Maintenance Projects



| | |
|-----------------------------|----------|
| Splash Pad Operation | \$18,000 |
| SMP Bathroom Renovation | \$32,000 |
| Disc Golf Course Renovation | \$7,000 |

Total: \$57,000

In-House Cost

Maintenance Projects



| | |
|-------------------------------|----------|
| Splash Pad Operation | \$390 |
| SMP Bathroom Renovation | \$12,000 |
| Disc Golf Course Renovation | \$4,000 |
| Higher Skilled Employee (est) | \$15,000 |

Total: \$31,390

In-House Savings: \$25,610

JOB DUTY COMPARISON

Public Works

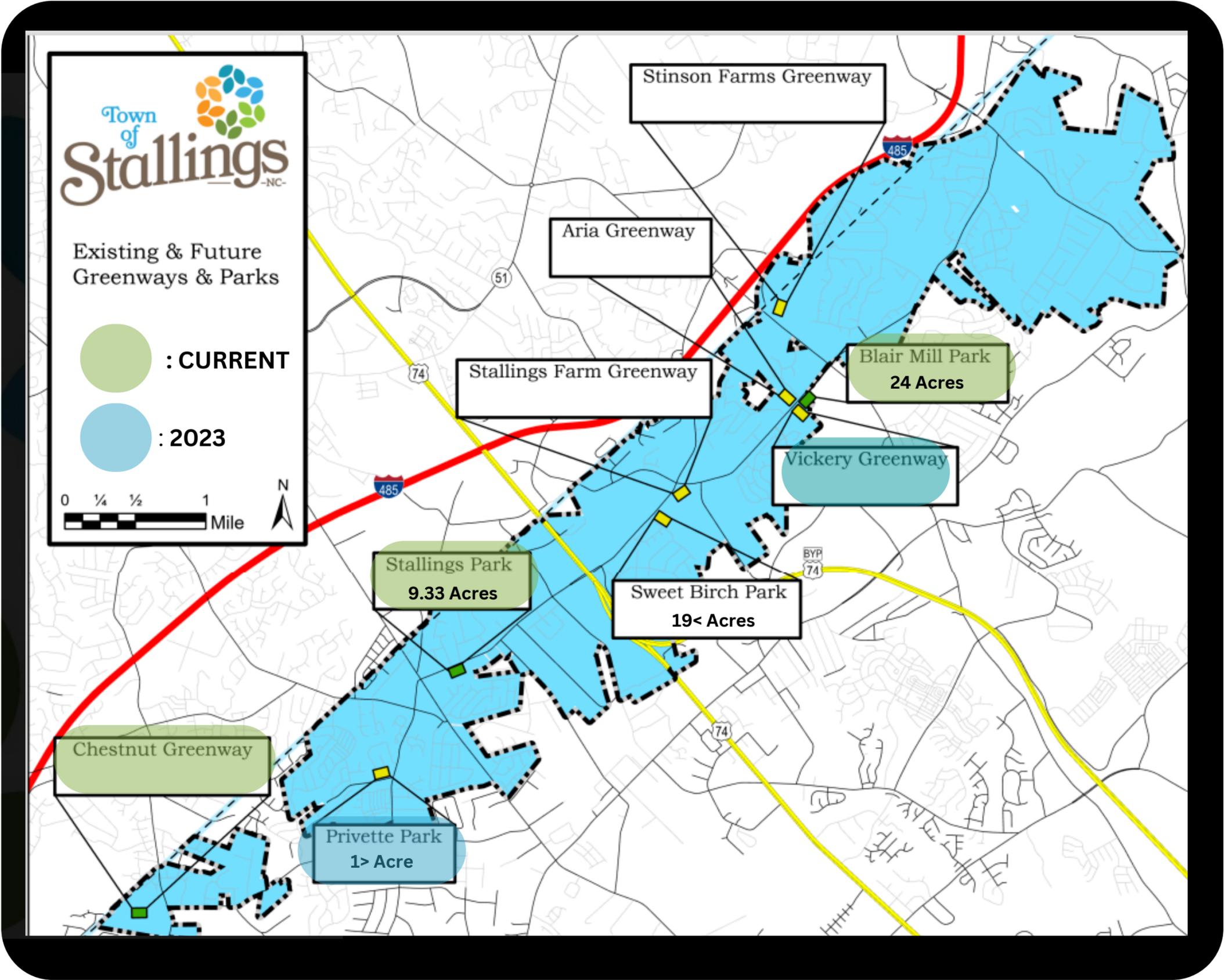
- Roadway Projects
- Sidewalk Repairs, Maintenance & Installation
- Storm Water Projects
- Town Facility maintenance (Non-Park)
- Contractor oversight

Parks & Recreation Maintenance

- Playground Maintenance
- Park & Greenway Facilities
- Splash Pad Operations
- Event and Farmers Market Setup/Breakdown
- Contractor oversight

******Parks & Recreation and Public Work staff work collaboratively on issues that arise as needed.***

CURRENT PARKS/GREENWAYS



CHESTNUT GREENWAY

BLAIR MILL PARK

STALLINGS MUNICIPAL PARK

PRIVETTE PARK

VICKERY GREENWAY

Big Picture Benefits

- **Helps ensure service sustainability**
 - **Current workload is unsustainable for long-term**
- **Ability to address maintenance needs at a lower cost**
- **Efficiency in addressing park issues**
- **Ability to teach current maintenance staff**

Thank you for your time!



**PARKS
& REC**
TOWN of STALLINGS



MEMO

To: Stallings Town Council
From: Eunice McSwain, Stallings Parks & Recreation - Director
Via: Alex Sewell, Town Manager
Date: 12/12/2022
RE: **Privette Park Bids**

Background/Issue:

In December of 2017 the property of 3900 Privette Rd. Stallings, NC 28104 went through the Nuisance Abatement Completion process. This process involved demolishing the home that sat on this property & allocating the land to be used for a park. The property was officially demolished in 2018 and the town moved forward with grading the property, addressing stormwater issues, & seeding for grass. The following year the Recreation Department issued a survey to assess the needs for a park on this property.

After completion of the survey, the department found the park needed to be something that was able to be used by a wide age-range of children, have space available for families to relax as well as leaving open space for recreational opportunities for the community. Currently the Parks and Recreation Department has \$50,000 in the current 22'-23' budget to construct a Park at 3900 Privette Rd. Stallings, NC 28104. In accordance with the Towns Policies the recreation department must go through an Informal Bidding process before moving forward with construction.

Proposal/Solution:

The Parks and Recreation Department received three bids from reputable playground companies. Each company was given the same task as to construct a playground that met the needs of the community based off the survey results. The bids received were:

- Playworld = \$51,005.14
- Barrs Recreation = \$50,186.38
- Creative Playscapes = \$46,450.00

After reviewing the plans for each bid, the parks and recreation department strongly suggest moving forward with Creative Playscapes. Their park design includes the most equipment that can be used by a variety of ages, leaves plenty of open space for the community to play as well as provides a safe area for families to sit & watch their kids. The recreation department acknowledges the need for fencing around the park; however, there is not enough money currently budgeted to allow for this. The department hopes to allocate funds in the 23'-24' budget for fencing to be added to this area.

Requested Actions: Accept Creative Playscapes Bid for Privette Park & move forward with construction for 2023.

Privette Park Bids

3900 Privette Rd. Stallings, NC 28104

BACKGROUND

PRIVETTE PARK

2017

- Nuisance abatement completed

2018

- House Demolished

2019-20

- Regrading & Seeding
- Brought to Council for Further Action

2021-22

- \$50,000 allocated for Privette Park

Privette Park



Key Features

- **Wide age range for use**
- **Leave Open Space**
- **Picnic Area**
- **Bike Racks**

Privette Park Bids

**** Fence not included in Pricing ****



PLAYWORLD

= \$51,005.15

BARRS RECREATION

= \$50,186.38

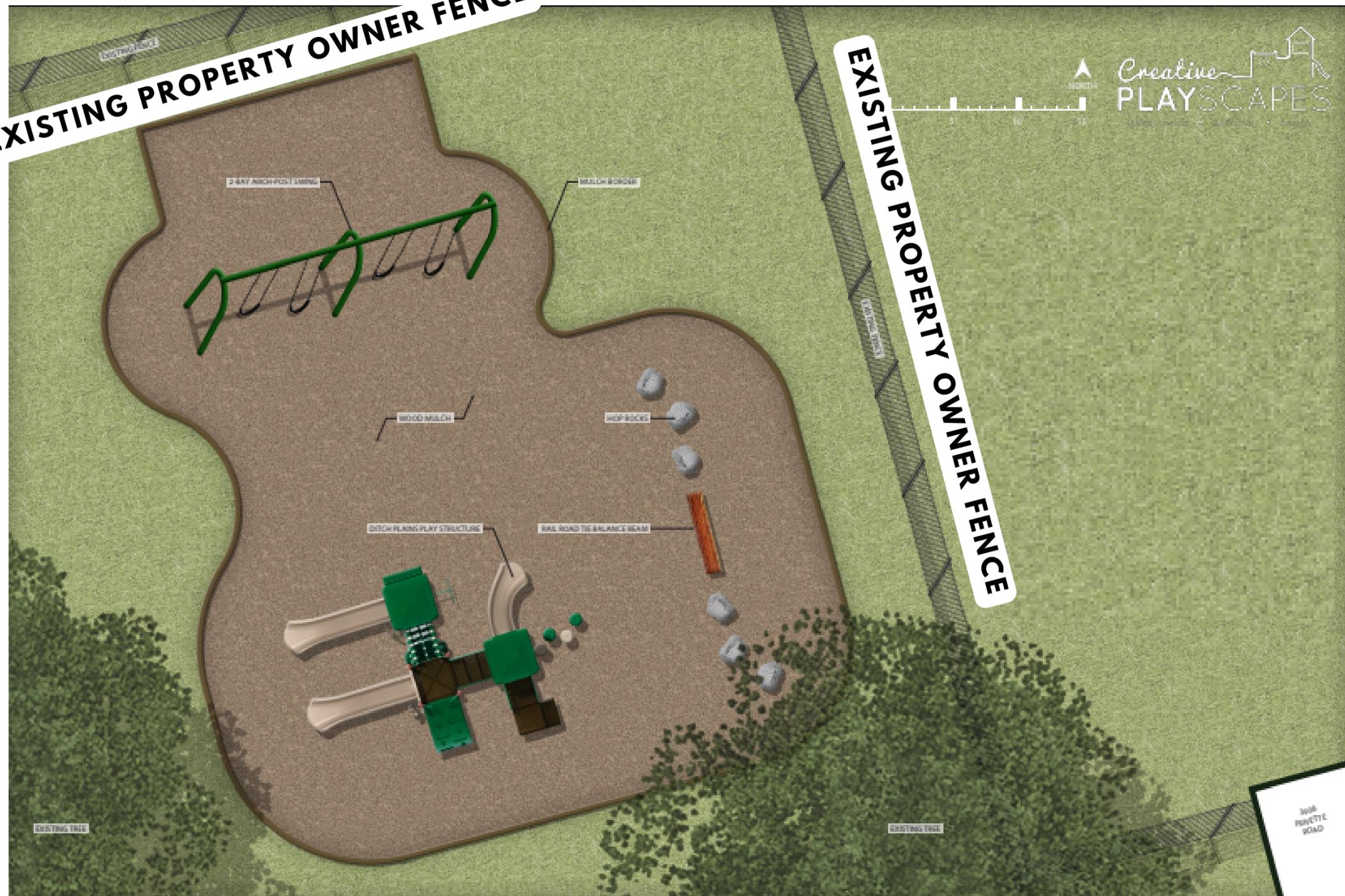
CREATIVE PLAYSCAPES

= \$46,450

EXISTING PROPERTY OWNER FENCE

EXISTING PROPERTY OWNER FENCE

-----SPRING HILL RD. -----

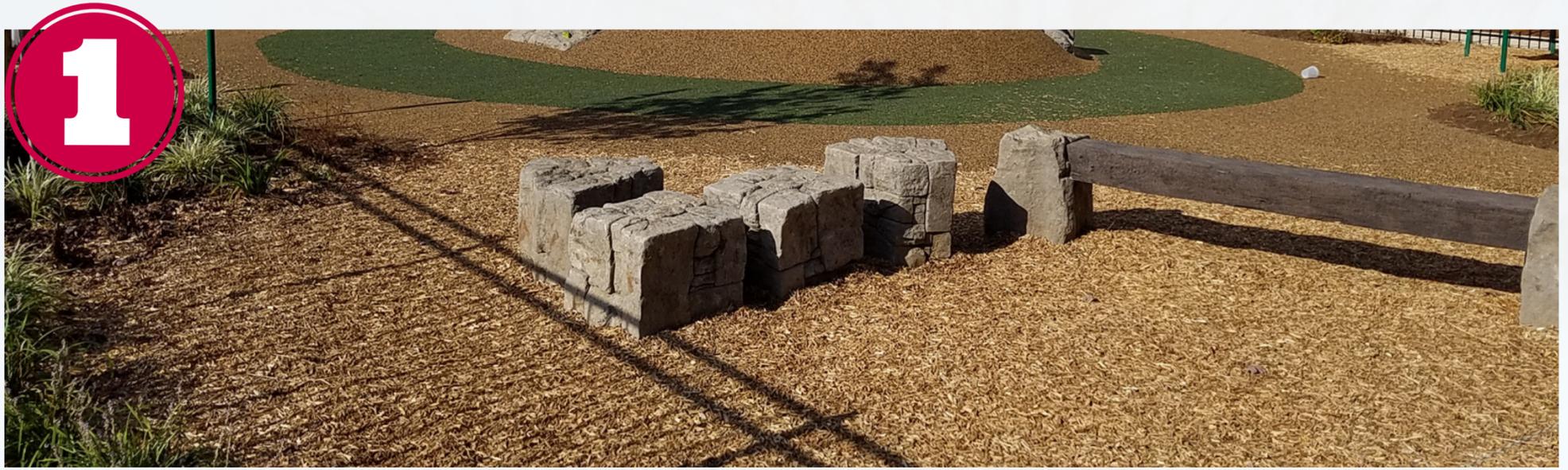
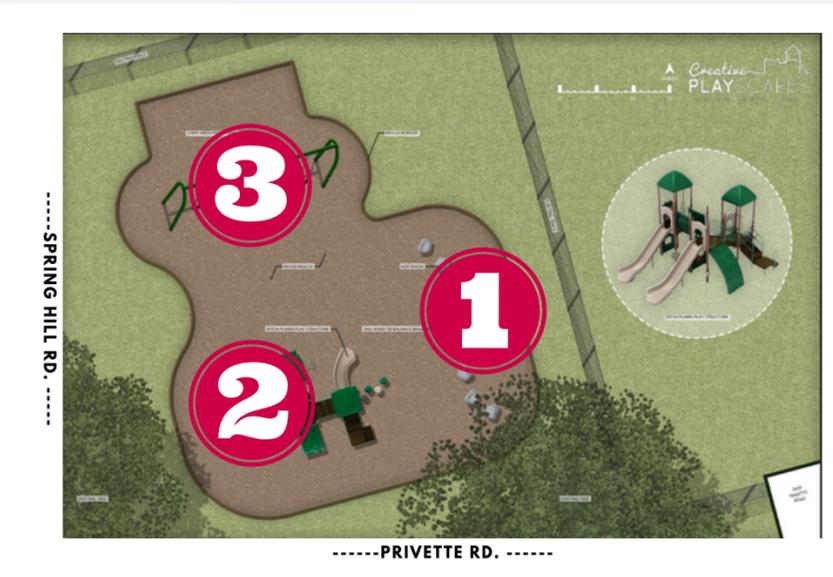


-----PRIVETTE RD. -----

CREATIVE PLAYSCAPES

= \$46,450

- **Swings**
- **Balance Beam/Nature Structure**
- **Playground Structure**



CREATIVE PLAYSCAPES

= \$46,450

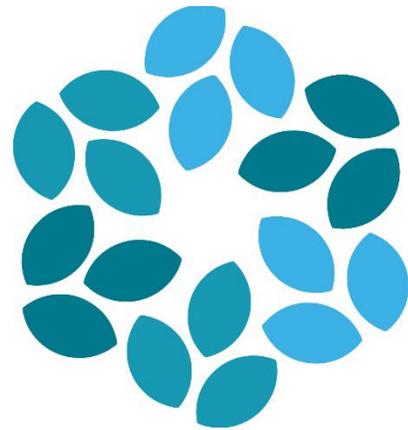
- Swings
- Balance Beam/Nature Structure
- Playground Structure

PRIVETTE PARK

Requested Consideration:

Accept Creative Playscapes Bid for Privette Park & move forward with construction for 2023.

Transit Overlay District



**PLANNING
& ZONING**
TOWN of STALLINGS

Sources: Kittleson & Associates, CATS, City of Charlotte

Request for Council Feedback



- Request feedback for the TOD Overlay and Council's goals for the area.



Council Priorities



- The Council identified maximizing development around the Atrium Hospital/Light Rail (Economic Development) as one of their top priorities.
- *Strategy – Recognize the area’s importance, invest in beautification/placemaking, and plan to maximize positive development with the twin anchors of the Atrium Hospital and Light Rail.*

Council Priority Action Plan



- Create a Transit Overlay District (“TOD”).
- Comprehensive Land Use Plan Update (“CLUP”).
- US-74 Station Area Plan/SAP/SDO Update.
- Transportation Master Plan Update.
- Develop a long-term development strategy for the area, considering the following:
 - High-profile projects, such as hotels and medical offices
 - Prospects of recruiting manufacturing related to the medical anchor tenant
 - High-density, high-quality residential
 - Anticipating and accommodating the potential for light rail
 - Ensuring zoning is in place to support the strategy
 - Make policy decisions in keeping with zoning and area plan

What is a TOD Overlay?



- ❑ The purpose of the Transit Oriented Development (TOD) Districts is to encourage and enable the development of moderate to high-intensity, compact, mixed-use urban neighborhoods near transit stations where people can live, work, shop, dine, and pursue cultural and recreational opportunities while enjoying a range of mobility choices.



TOD Focus



Mobility & Access

- Enhance the existing transportation network to promote good walking, bicycling, and driving connections to transit.
- The success of transit depends on station accessibility.



Land Use

- Concentrate on a mix of complementary, well-integrated land uses within walking distance of the transit station.
- Residential and retail Based Mixed-Use.



Community Design

- Use design to enhance community identity around station areas and to make it an attractive, safe, and walkable place.
- Providing a diversity of housing choices within walking distance of the stations.



Equity

- Optimizing access to transit to enhance economic mobility and access to jobs; increase affordable housing and neighborhood amenities.



Stallings TOD Strategies



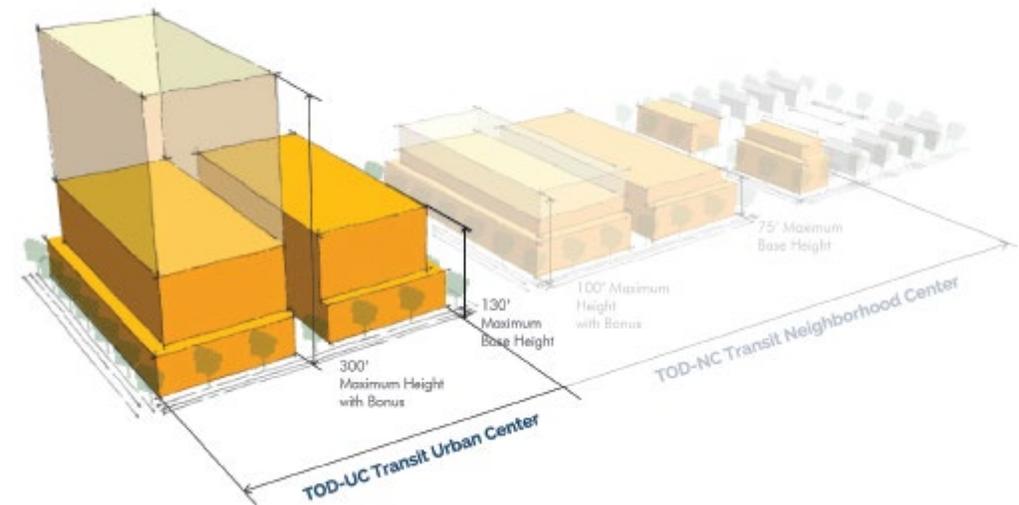
- ❑ Preservation of the proposed Silver-Line Alignment.
 - Using land dedication, greenway trails, transit trails, and parks as preservation techniques.
- ❑ Non-residential, mixed-use, and multi-family dimensional design standards.
- ❑ Preserving surrounding neighborhoods and enhancing architectural requirements.
- ❑ Building frontages along the proposed alignment.
- ❑ Open space, buffer, and tree save design.
- ❑ Streetscape standards.
- ❑ Pedestrian amenities, connectivity, parking access, and transit.
- ❑ Traffic impact studies.
- ❑ Community input, multiple visioning sessions for insight and incorporate community feedback



TOD Development Bonuses



- ❑ Development bonuses can be offered to preserve the Silver Line alignment.
- ❑ If a developer were to preserve the alignment, the bonuses include:
 - Non-residential, mixed-use, and multi-family uses by-right.
 - Increasing density and height allowances.
 - Alleviating open space, buffer, and tree save design.

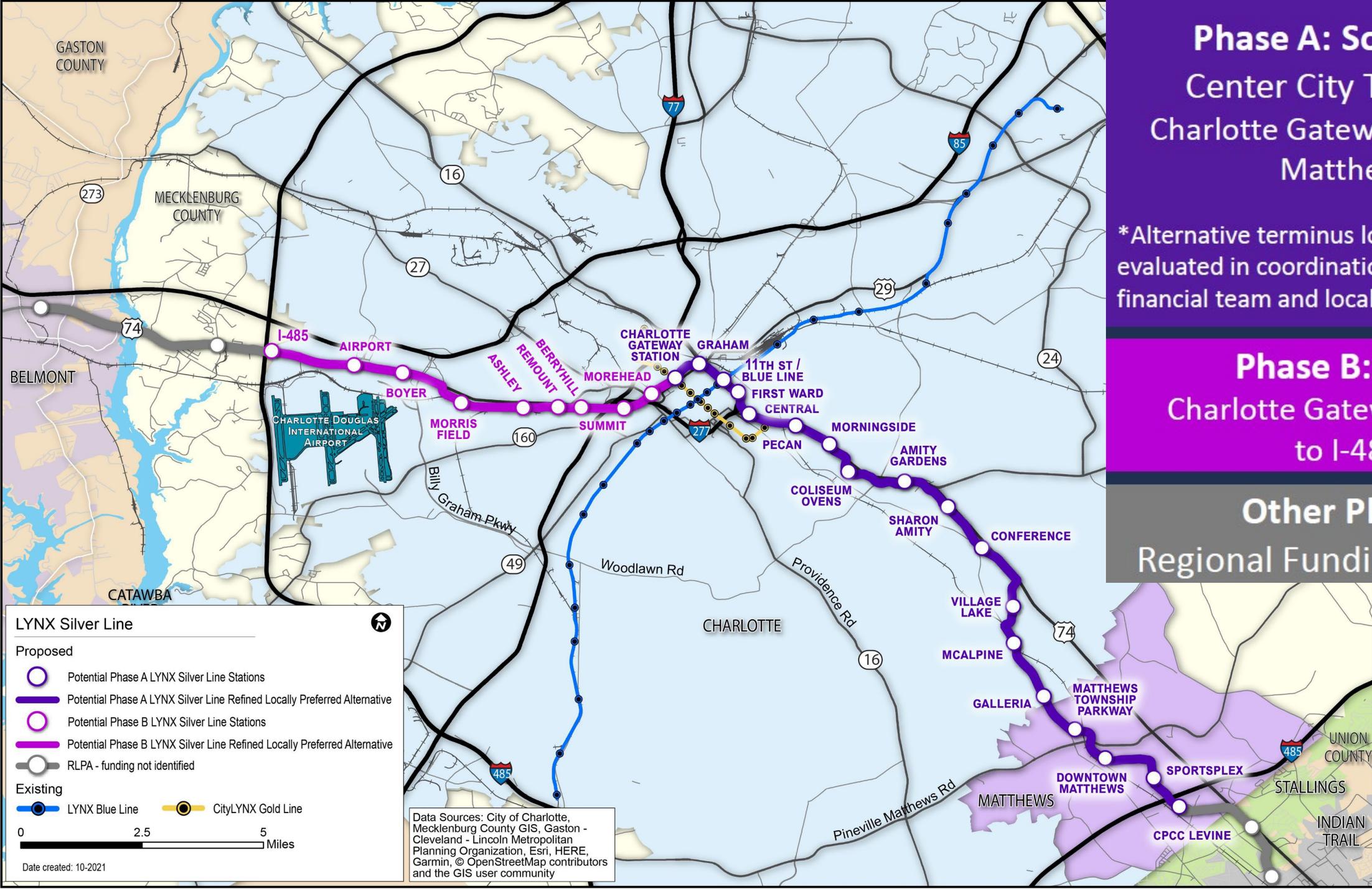


Example of Listed Uses in TOD



- ❑ All listed uses below must include mixed/multiple Uses.
 - Commercial Uses
 - Clothing store
 - Fitness studio
 - Food Store
 - General Sales
 - Office Uses
 - Medical
 - Financial
 - General office
 - Government office
 - Community Centers
 - Restaurants without a drive-thru
 - Breweries and drinking establishments
 - Parking Decks
 - Residential uses
 - Townhomes
 - Duplex/Triplex
 - Apartments/Condominiums
 - Parks/Greenways
 - No single-family detached allowed
 - No industrial Uses





Phase A: Southeast Center City Terminus: Charlotte Gateway Station to Matthews

*Alternative terminus locations are being evaluated in coordination with the financial team and local stakeholders

Phase B: West Charlotte Gateway Station to I-485

Other Phases Regional Funding Required

LYNX Silver Line

Proposed

- Potential Phase A LYNX Silver Line Stations
- Potential Phase A LYNX Silver Line Refined Locally Preferred Alternative
- Potential Phase B LYNX Silver Line Stations
- Potential Phase B LYNX Silver Line Refined Locally Preferred Alternative
- RLPA - funding not identified

Existing

- LYNX Blue Line
- CityLYNX Gold Line

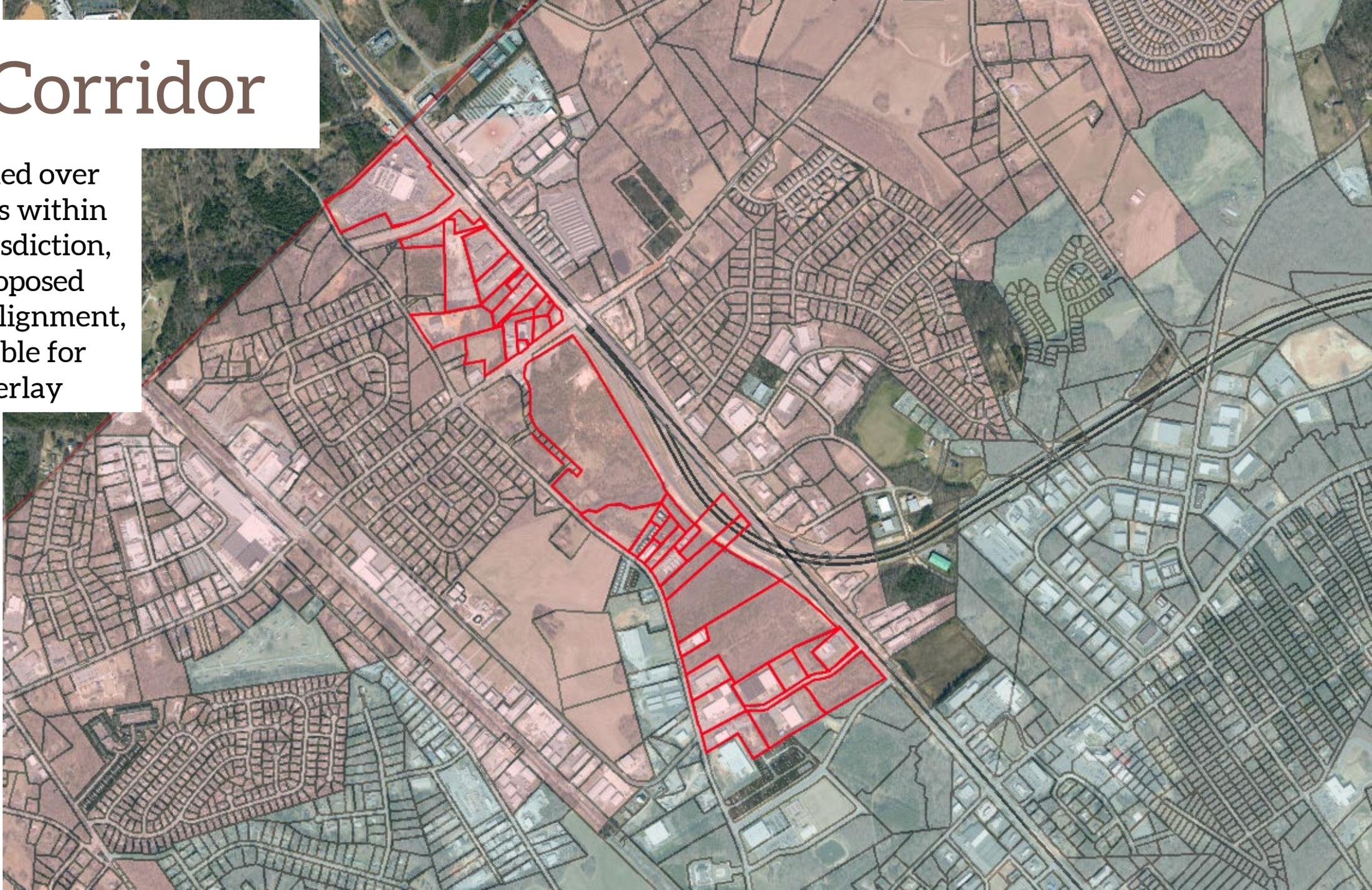
0 2.5 5 Miles

Date created: 10-2021

Data Sources: City of Charlotte, Mecklenburg County GIS, Gaston - Cleveland - Lincoln Metropolitan Planning Organization, Esri, HERE, Garmin, © OpenStreetMap contributors and the GIS user community

TOD Corridor

- ❑ Staff identified over 40 properties within Stallings jurisdiction, along the proposed Silver Line alignment, that are eligible for the TOD Overlay



Stallings Station*



Commuter Station Serving the New Hospital and Access for Transit Users East of I-485

KEY CONSIDERATIONS & GOALS FOR FUTURE TOD

- Capitalize on commuter access to Independence Boulevard and I-485 via Stallings Road and the Monroe Expressway.
- Support opportunities for new commercial, employment/office, and residential redevelopment.
- Pursue multimodal connections to the Atrium Health Union West Hospital and the Town of Stallings.



Source: Kittleson & Associates

TOD Corridor

- ❑ Staff identified around 13 properties within Stallings jurisdiction, along the proposed Silver Line alignment stop in Stallings, that are eligible for the TOD Overlay.



Council Action Strategy Update



- In November 2022, staff applied for a CRTPO grant to help develop the following:
 1. *Integrate the future Lynx Silver Line Project into the Stallings Comprehensive Land Use Plan to include timelines, benefits, studies, and education.*
 2. *Reimagine the Monroe Expressway Small Area Plan/create a Silver Line Station/Atrium Hospital Small Area Plan to include renderings and specs.*
 3. *Incorporate an updated Transportation Oriented Development Overlay in the Development Ordinance with preservation and promotion techniques along the proposed Silver Line alignment.*
- We will not know whether we will be awarded the grant until July 2023, estimated completion date of September 2024.

Options



1. Develop and accelerate detailed TOD Overlay standards with development bonuses to incorporate into the Ordinance.
 - Use a Consultant. Est. \$40k.
 - Advantages: Implementing standards to help preserve land and set desired development standards as soon as possible.
2. In-House. Implement the basic preservation techniques in exchange for development bonuses in a more limited area.
 - Wait to see if we receive the CRTPO grant.
 - Advantages: Low cost in the short term but could lose economic development opportunities long-term.
3. No action and wait to see if we receive the CRTPO grant; we would ultimately need development bonuses to preserve the Silver Line.



MEMO

To: **Mayor and Town Council**
From: Kevin Parker, P.E., Town Engineer
Date: December 12, 2022.
RE: Contract Execution Concurrence
2022-2023 Resurfacing Contract Phase 1

In accordance with the Stallings Bid Policy and NCGS §143-129 for road construction/repair, staff advertised the project manual for the 2022-2023 resurfacing contract with formal bidding procedures on November 4, 2022. The submittal deadline was December 5, 2022, at 1:00 p.m. Four sealed bids were received and read at 1:00 p.m. on December 5, 2022.

The bids were reviewed by staff for clarity, completeness, errors, and omissions. The lowest responsible bidder for the contract is J.T. Russell and Sons, Inc.

Below are some key items:

- 90-day construction period for the contract
- \$500/day liquid damages
- Performance bond retained through warranty period
- Resource loaded schedule
- Individual mailer, website and social media notification.
- This contract (Phase 1) will encompass reconstructive maintenance and Phase 2 will focus on preventative maintenance.

Action Requested:

Requesting motion to authorize the Town Manager to execute the 2022-2023 phase 1 resurfacing contract with J.T. Russell and Sons, Inc. for the amount of \$1,060,291,.50.

| ITEM NO. | STREET NAME | FROM | TO | SUBDIVISION | LENGTH (FT) | WIDTH (FT) | AREA (SY) | MAINTENANCE ACTIVITY 1 | MAINTENANCE ACTIVITY 2 |
|----------|--|---------------------------|-------------------|----------------------|-------------|------------|-----------|-------------------------------------|------------------------|
| 1 | ALBATROSS LN | Flagstick Dr | Chip Shot Dr | Emerald Lake | 430 | 18 | 860.0 | 3" Mill and Overlay | |
| 2 | EMERALD LAKE DR | Bogey Ct | Caddy Ct | Emerald Lake | 346 | 32 | 1,230.2 | 3" Mill and Overlay | |
| 3 | EMERALD LAKE DR | Flagstick Dr | Lawyers Rd | Emerald Lake | 226 | 20 | 502.2 | 3" Mill and Overlay | |
| 4 | FLAGSTICK DR | Albatross Ln | Dogleg Ct | Emerald Lake | 776 | 30 | 2,586.7 | 3" Mill and Overlay | |
| 5 | FLOWE DR AND DRYE RD (INT) | PC | PC | Stallings Park | NA | NA | 64.8 | 3" Mill and Overlay | |
| 6 | HAWTHORNE DR | Pecan Dr | Aspen Ln | Country Woods East | 165 | 20 | 366.7 | 3" Mill and Overlay | |
| 7 | OLD FARM CT | Stoney Ridge Rd | Cul-de-sac | Fairfield Plantation | 115 | 24 | 306.7 | 3" Mill and Overlay | |
| 8 | REDWOOD DR | Beech Ct | Cyprus Ct | Country Woods East | 924 | 20 | 2,053.3 | 3" Mill and Overlay | |
| 9 | REDWOOD DR | Lawyers Rd. | Beech Ct | Country Woods East | 316 | 20 | 702.2 | 3" Mill and Overlay | |
| 10 | SARANDON DR | Feather Oak Ln | Hammond Dr | Callonwood | 472 | 27 | 1,416.0 | 3" Mill and Overlay | |
| 11 | SHADY GROVE LN | Willowbrook Dr | Shadow Lake Ln | Willowbrook | 284 | 24 | 757.3 | 3" Mill and Overlay | |
| 12 | SHANNAMARA DR | Abergele Ln. | Strabane Dr. | Shannamara | 575 | 24 | 1,533.3 | 3" Mill and Overlay | |
| 13 | STALLINGS PARK PARKING LOT | NA | NA | NA | NA | NA | 3,600.0 | 3" Mill and Overlay | |
| 14 | VICKIE LN | Matthews Indian Trail Rd. | Greenbrier Dr. | Brookfield | 1277 | 20 | 2,837.8 | 3" Mill and Overlay | Replace Speedbump |
| 15 | VICKIE LN AND GREENBRIAR DRIVE (INT) | PC | PC | Brookfield | NA | NA | 64.8 | 3" Mill and Overlay | |
| 16 | WANDA DR AND CURRY WAY (INT) | PC | PC | Curry Place | NA | NA | 64.8 | 3" Mill and Overlay | |
| 17 | WEDGE CT AND FLAGSTICK DR (INT) | Wedge Ct | Wedge ct | Emerald Lake | NA | NA | 61.1 | 3" Mill and Overlay | |
| 18 | WHITE OAK LN AND CEDARWOOD LN (INT) | PC | PC | Forest Park | NA | NA | 64.8 | 3" Mill and Overlay | |
| 19 | WILLOWBROOK DR | Bent Oak Dr | Stevens Mill Rd | Willowbrook | 237 | 24 | 632.0 | 3" Mill and Overlay | |
| 20 | SARANDON DR | Clairborne Ct | Clairborne Ct | Callonwood | 279 | 27 | 837.0 | 6" Patch (11.1 sy) | |
| 21 | CHIP SHOT DR | Albatross Ln | Cul-de-sac | Emerald Lake | 433 | 18 | 866.0 | 6" Patch (17.8 sy) | |
| 22 | EDGEFIELD CT | Fairfield Dr | Woodland Ct | Fairfield Plantation | 402 | 22 | 982.7 | 6" Patch (3.7 sy) | |
| 23 | FLAGSTICK DR | Wedge Ct | Divit Ct | Emerald Lake | 270 | 30 | 900.0 | 6" Patch (41.5 sy) | |
| 24 | BLARNEY COURT | 948 Blarney Ct | 948 Blarney Ct | Shannamara | NA | NA | 5.0 | 6" Patch (5.0 sy) | |
| 25 | MILLWRIGHT LN | Lawyers Rd. | Millbrook Ln | Stevens Mill | 499 | 32 | 1,774.2 | 6" Patch (5.0 sy) | |
| 26 | WHITE OAK LN | Tamarack Dr | Cupped Oak Dr | Forest Park | 709 | 20 | 1,575.6 | 6" Patch (55.6 sy) | |
| 27 | FLAGSTICK DR | 2116 Flagstick Dr | 2122 Flagstick Dr | Emerald Lake | 150 | 12 | 200.0 | 6" Patch (66.7 sy) | |
| 28 | WHITE OAK LN | Forest Park Rd | Meadowbrook Dr | Forest Park | 452 | 18 | 904.0 | 6" Patch (7.4 sy) | |
| 29 | GREENWAY DR | Stoney Ridge Rd | Steven Mill Rd | Fairfield Plantation | 330 | 30 | 1,100.0 | 6" Patches (55.6 sy, 44.4 sy, 1 sy) | |
| 30 | WHITE OAK LN | Tamarack Dr | Cedarwood Ln | Forest Park | 337 | 19 | 711.4 | Full Depth Reclamation | |
| 31 | BROOKGREEN TERRACE AND BROWNSTONE CT (INT) | PC | PC | Fairfield Plantation | NA | NA | 64.8 | Reconstruction | |
| 32 | CASTLEMAINE DR | Colchester Ln. | Derbyshire Ln | Buckingham | 469 | 30 | 1,563.3 | Reconstruction | |
| 33 | EMERALD LAKE DR | Flagstick Dr | Caddy Ct | Emerald Lake | 208 | 30 | 693.3 | Reconstruction | |

ENGINEERING DEPARTMENT
 BID TABULATION
 12/5/2022



| PROJECT: | | 2022-2023 Town of Stallings Repair & Resurfacing Program | | | | | | | | | |
|---|----------------------------------|--|------|---------------------------|-----------------------|---------------------|-----------------------|----------------------------------|-----------------------|---------------------------------|-----------------------|
| BID TYPE: | | Formal | | | | | | | | | |
| BID SUBMISSION DATE | | Monday, December 5th, 2022 at 1:00 pm | | | | | | | | | |
| | | CONTRACTOR | | J.T. Russell & Sons, Inc. | | Red Clay Industries | | Blythe Brothers Asphalt Co., LLC | | Lynches River Contracting, Inc. | |
| Item | ITEM DESCRIPTION | Quantity | Unit | Unit Price | Bid Amount | Unit Price | Bid Amount | Unit Price | Bid Amount | Unit Price | Bid Amount |
| <i>Town of Stallings Roadways</i> | | | | | | | | | | | |
| 1 | Mobilization | 1 | LS | \$44,000.00 | \$44,000.00 | \$35,000.00 | \$35,000.00 | \$168,000.00 | \$168,000.00 | \$62,500.00 | \$62,500.00 |
| 2 | 3" Mill | 20,000 | SY | \$3.00 | \$60,000.00 | \$4.80 | \$96,000.00 | \$5.10 | \$102,000.00 | \$9.00 | \$180,000.00 |
| 3 | 1.5" I19.0B Intermediate Coarse | 1,700 | TN | \$130.00 | \$221,000.00 | \$125.00 | \$212,500.00 | \$147.00 | \$249,900.00 | \$175.00 | \$297,500.00 |
| 4 | 1.5" S9.5B Surface Coarse | 1,700 | TN | \$130.00 | \$221,000.00 | \$130.00 | \$221,000.00 | \$150.00 | \$255,000.00 | \$150.00 | \$255,000.00 |
| 5 | Remove & Replace Curb and Gutter | 500 | LF | \$45.00 | \$22,500.00 | \$40.00 | \$20,000.00 | \$50.00 | \$25,000.00 | \$150.00 | \$75,000.00 |
| 6 | Full Depth Reclamation | 715 | SY | \$50.00 | \$35,750.00 | \$35.00 | \$25,025.00 | \$45.00 | \$32,175.00 | \$25.00 | \$17,875.00 |
| 7 | Reconstruction | 2,325 | SY | \$60.00 | \$139,500.00 | \$59.00 | \$137,175.00 | \$85.00 | \$197,625.00 | \$60.00 | \$139,500.00 |
| 8 | 6" Deep Patch | 315 | SY | \$48.00 | \$15,120.00 | \$83.00 | \$26,145.00 | \$190.00 | \$59,850.00 | \$165.00 | \$51,975.00 |
| 9 | Maintenance of Traffic | 6 | LM | \$6,000.00 | \$36,000.00 | \$7,550.00 | \$45,300.00 | \$1.00 | \$6.00 | \$8,215.00 | \$49,290.00 |
| 10 | Striping | 1 | LS | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$7,500.00 | \$7,500.00 | \$21,000.00 | \$21,000.00 |
| 11 | Removal of Unsuitable Material | 20 | CY | \$100.00 | \$2,000.00 | \$100.00 | \$2,000.00 | \$350.00 | \$7,000.00 | \$425.00 | \$8,500.00 |
| 12 | Backfill for Unsuitable Material | 20 | CY | \$200.00 | \$4,000.00 | \$100.00 | \$2,000.00 | \$550.00 | \$11,000.00 | \$425.00 | \$8,500.00 |
| 13 | Erosion & Sediment Control | 1 | LS | \$20,000.00 | \$20,000.00 | \$3,000.00 | \$3,000.00 | \$15,000.00 | \$15,000.00 | \$7,500.00 | \$7,500.00 |
| | Subtotal | | | | \$825,870.00 | | \$830,145.00 | | \$1,130,056.00 | | \$1,174,140.00 |
| 14 | 20% Contingency | 1 | LS | \$165,174.00 | \$165,174.00 | \$166,029.00 | \$166,029.00 | \$226,011.20 | \$226,011.20 | \$234,828.00 | \$234,828.00 |
| | Total | | | | \$991,044.00 | | \$996,174.00 | | \$1,356,067.20 | | \$1,408,968.00 |
| <i>Town of Stallings Park Parking Lot</i> | | | | | | | | | | | |
| 1 | 2" Mill | 3,600 | SY | \$3.00 | \$10,800.00 | \$4.00 | \$14,400.00 | \$4.00 | \$14,400.00 | \$3.50 | \$12,600.00 |
| 2 | 2" Overlay | 405 | TN | \$130.00 | \$52,650.00 | \$130.00 | \$52,650.00 | \$155.00 | \$62,775.00 | \$150.00 | \$60,750.00 |
| 3 | Striping | 1 | LS | \$2,500.00 | \$2,500.00 | \$2,160.00 | \$2,160.00 | \$4,000.00 | \$4,000.00 | \$2,500.00 | \$2,500.00 |
| 4 | Subtotal | | | | \$65,950.00 | | \$69,210.00 | | \$81,175.00 | | \$75,850.00 |
| | 20% Contingency | 1 | LS | | \$3,297.50 | | \$3,460.50 | | \$4,058.75 | | \$3,792.50 |
| 5 | Total | | | | \$69,247.50 | | \$72,670.50 | | \$85,233.75 | | \$79,642.50 |
| | TOTAL BID AMOUNT | | | | \$1,060,291.50 | | \$1,068,844.50 | | \$1,441,300.95 | | \$1,488,610.50 |

This is to certify that the bids herein were publicly opened and read aloud at 1 pm on December 5th, 2022 in the Conference Room of Stallings Town Hall at 315 Stallings Rd. Stallings, NC 28104.

Witnessed by: 
 Justin Russell
 Associate Engineer

Corrected Amount



MEMO



To: Mayor and Council
Via: Alex Sewell, Town Manager
From: Dennis Franks, Chief of Police 
Date: December 7, 2022
RE: Transition to full-time School Resource Officer

Purpose: The purpose of this memo is to provide background information on the Stallings Police Department School Resource Officer (SRO) program position and to request funding to make the Stallings Elementary School SRO a full-time position.

Background: The Stallings Police Department has an officer who works as a school resource officer (SRO) on a part-time basis, and the remainder of the position's time is spent on community outreach programs. This hybrid position has been in place for the past several years. Union County Public Schools (UCPS) wants to incorporate SROs, on a full-time basis, into all elementary schools. Currently, Union County Sheriff's Office provides SROs for all schools in the county; Monroe provides SROs for their schools as do both Waxhaw and Stallings. Union County Public Schools provides funding for the sheriff's office to provide SROs, but Monroe, Waxhaw, and Stallings pay for the officers attached to the schools. After the Uvalde, TX school shooting, all surrounding law enforcement agencies are moving towards making their SROs full-time, at the elementary school level. During the June 13, 2022 council meeting, the Town Manager and I were charged with locating funding to help offset the costs of creating a new, full-time position for the school resource officer.

Although UCPS has done a great job of hardening its schools, there is an inherent benefit to having a full-time police officer assigned to the school. This position is not merely a security guard but has the responsibility to engage with students. The SRO helps foster an environment where students can feel safe while at school and also participate in the learning process. It is an educator's job to teach in the classroom and an SRO's job to educate outside of the classroom. One key recommendation of the *President's Task Force on 21st Century Policing* was, "Law enforcement agencies should proactively promote public trust by initiating positive non-enforcement activities to engage communities..." This is the key role of a police officer assigned to an elementary school.

A full-time SRO in Stallings will be able to conduct a wide range of programmatic activities, while still helping keep the facility, students, faculty, and staff safe. Some of the programming that a full-time SRO would perform would be:

- Lunch with a cop
- DARE drug abuse and prevention program
- Anti- Bullying/ Bullying Awareness Program
- Technology and Social Media program
- Forensic science program
- Mentoring Program for at-risk kids

- Reading with a Cop
- Career day/ week
- Other Safety and Wellness programs
- Safe Kids Programs
- Lockdown Drills, Security Assessments, and Staff Training
- Fire Drills, Severe Weather Drills
- Criminal and non-criminal investigations and interventions

The ultimate goal of having a full-time SRO is to keep the students, faculty, staff, and visitors safe. The second most important goal is to develop and maintain positive relationships with these same stakeholders. This relationship can have lasting impacts on the lives of those involved.

Equipment Costs: The cost of creating a full-time SRO is based on hiring an additional full-time police officer. Our current SRO would transition into the role full-time during the school year and during the summer would transition back to patrol to fill any staffing gaps that occur due to summer vacations and time-off requests.

- New police officer (as of July 1, 2022, and upon completion of Town's 6-month probation and 5% increase)
 - Salary-\$49,379
 - Benefits (insurance, retirement, etc.)- \$12,345
 - Equipment-\$14,000
 - Uniforms and duty gear-\$3600
 - Body-worn camera- \$1000
 - Bulletproof vest- \$500
 - Firearms-\$1500
 - Portable radio-\$3500
 - Taser-\$1000
 - PBT-\$500
 - Ruggedized laptop-\$2400
 - Vehicle-\$58,700
 - Vehicle-\$33,700
 - Vehicle upfit (lights/sirens/cage/camera) \$11,500
 - In-car camera \$3500
 - Radar-\$2300
 - In-car radio-\$4200
 - Insurance/fuel/ongoing maintenance-\$3,500

Total cost to hire new officer, equip officer, and provide police vehicle -- **\$134,424**

Funding sources: \$134,424 is a large sum of money and determining how to fund this position is extremely important. UCPS has been awarded a grant through the NC Department of Public Instruction to partially fund 16 SROs throughout Union County. UCPS has advised that Stallings Elementary was one of the sixteen positions. UCPS will fund \$36,666/yr of the officer's salary and \$5200 for the purchase of a radio for the SRO. It should be noted that NCDPI grant must be renewed every two years. The Town will need to fund the remaining

\$25,058 of salary and benefits. The Town will also need to fund the other \$67,500. This is the cost of a vehicle and associated equipment for both the car and the new officer.

It should be noted the only annual recurring cost is the salary and benefits of the officer hired. The equipment and vehicle costs recur every 5-8 years depending on the lifespan of the vehicle and issued equipment.

Upon speaking with the Finance Department, it was recommended that the salary portion be funded using Fund Balance for the remainder of FY22-23 and ARPA supplanted funds for the vehicle and equipment costs.

Next steps: The next step in this process is to accept the grant from UCPS and approve utilizing the listed funds for both equipment and salary costs for the new police officer position.



Transition to Fulltime SRO



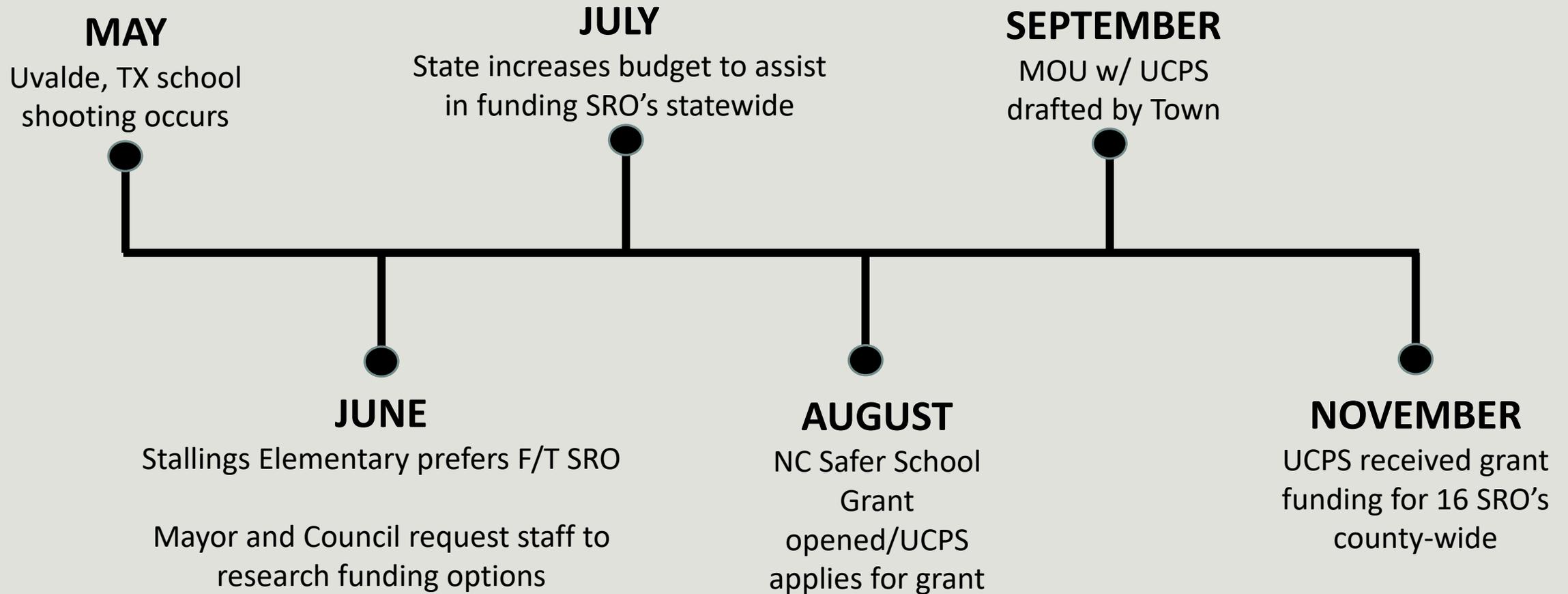
Presentation Topics



- **Recap**
- **Stallings PD SRO History**
- **Costs**
- **Funding**
- **Next Steps**



Recap





SRO History

- Union County towns are transitioning to F/T SRO's
- Stallings P/T SRO for 6 years
- Attended SRO school and multiple active shooter trainings
- Focus on developing relationships programming





Cost of F/T SRO



| Year 1 | | Year 2+ personnel NO SALARY INCREASE FACTORED | |
|-------------------------------|------------------|--|-----------------|
| Salary | \$49,379 | Salary | \$49,379 |
| Fringe Benefits | \$12,345 | Benefits | \$12,345 |
| Equipment | \$14,000 | Insurance/fuel/vehicle maint. | \$3,500 |
| Vehicle/Upfit | \$55,200 | | |
| Insurance/fuel/vehicle maint. | \$3,500 | | |
| Total: | \$134,424 | Total: | \$65,224 |

| 5-8 year costs | |
|---|-----------------|
| Vehicle replacement (5-8 year lifespan) | 55,200 |
| Miscellaneous equipment | \$6,500 |
| Total: | \$61,700 |



Funding of F/T SRO



NCDPI awarded UCPS money to supplement F/T SRO's to include Stallings Elementary

UCPS grant funding

- UCPS reimburse TOS **\$36,666/yr**
- One-time radio purchase **\$5,200**

****GRANT MUST BE RENEWED EVERY 2 YEARS****

Finance recommendation for funding

- ARPA supplanted funds for vehicle and equipment
- Fund balance for FY22-23 for match requirement

Town of Stallings funding year 1

- Grant Match **\$25,058**
- Vehicle/equipment/etc. Cost **\$67,500**

Total Cost w/grant: \$92,558

Year 2+ with grant funding

\$25,058*

*does not include COLA/merit increases



Next Steps



Requested Consideration:

Accept grant and funding to transition P/T SRO to a F/T position



Town of
Stallings

315 Stallings Road • Stallings, North Carolina 28104

Date: December 12, 2022

To: Sharon Edmundson, Secretary of the Local Government Commission

Re: Financial Performance Indicators of Concern (FPIC) Response Letter

Dear Ms. Edmundson:

The Town of Stallings was informed that we had been added to the UAL list based on our independent auditor's finding for the Fiscal Year ended June 30, 2021. The Town implemented a corrective action plan which added additional internal control procedures to ensure that the significant deficiencies listed in the audit report were addressed. Attached is a copy of that plan as well as our response to the Independent Auditor's Findings, Recommendations, and Fiscal Matters correspondence written to the LGC regarding the Fiscal Year ended June 30, 2021 report.

The audit for the Fiscal Year ended June 30, 2022 was completed and the Town is happy to report that there were no findings listed on the report. Town management and the finance team has worked diligently and feels that the new procedures implemented have added the additional controls to prevent the deficiencies from occurring in the future.

Due to our inclusion on the UAL, we are submitting this letter to report our progress and the strides we have made to correct our internal controls.

Questions regarding this response letter may be addressed to Alex Sewell, Town Manager, 704-821-0314 or to Marsha Gross, Finance Officer, 704-821-0311.

Respectfully submitted,

Alex Sewell
Town Manager

Wyatt Dunn
Mayor

Marsha Gross
Finance Officer

David Scholl
Mayor Pro Tempore

Heather Grooms
Council Member

Steven Ayers
Council Member

Brad Richardson
Council Member

Graham Hall
Council Member

Taylor-Rae Drake
Council Member



Town of
Stallings

315 Stallings Road • Stallings, North Carolina 28104

**TOWN OF STALLINGS
CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED JUNE 30, 2021**

**Significant Deficiency
Finding: 2021-1**

Name of contact person: Marsha Gross, Finance Officer

Corrective Action: The Town will implement a change in the internal control process for signing and processing checks to include a final review of the check run by both the accounts payable clerk and one of the signors before the checks are mailed to ensure that there are two authorized signatures on each check.

Proposed Completion Date: October 1, 2021

**Significant Deficiency
Finding: 2021-2**

Name of Contact Person: Karen Williams, Human Resource Director

Corrective Action: The Town has approved to outsource payroll for 2021-2022. As part of the new payroll internal control process, Kim Jones (Police Administrative Services Manager) and Karen Williams (Human Resources Director) will compare amount withheld and net amount for each employee to a prior payroll before approving each payroll run. We will also randomly pick (2) employees per month and compare the withholding percent in the system with the withholding percent in the employee's personnel file.

Proposed Completion Date: November 1, 2021

**Significant Deficiency
Finding: 2021-3**

Name of contact person: Marsha Gross, Finance Officer

Corrective Action: The Town Finance Officer will review council meeting minutes and future Powell Bill reports to ensure that additions to Town roadway systems are added to fixed assets according to our capitalization policy.

Proposed Completion Date: October 1, 2021



Town of
Stallings

315 Stallings Road • Stallings, North Carolina 28104

Date: January 10, 2022

To: Sharon Edmundson, Secretary of the Local Government Commission

Re: Response to the Independent Auditor's Findings, Recommendations, and Fiscal Matters

Dear Ms. Edmundson:

We have carefully reviewed the audit findings and Financial Performance Indicators of Concern ("FPIC") presented to the Town of Stallings Mayor and Town Council by Emily Mills of Potter & Company on November 22, 2021. Our responses addressing each item follows:

1. The Schedule of Findings and Responses included as a significant deficiency that the controls over cash disbursements are not operating as intended. Of 25 checks examined, two of these checks cleared the bank with one signature, bypassing the dual signature requirement. It was recommended that the Town should implement internal control procedures that will ensure that each check has dual signatures prior to payment. The Town has stressed the importance of the dual signature procedure and the placement of dual signature on all checks with finance staff and with those who have signature authority on the Town's checking accounts. An additional procedure has been added which is final review for dual signatures by both the accounts payable clerk and one of the signers of the check batch before the checks are distributed or mailed. This additional verification was implemented on November 1, 2021.
2. The Schedule of Findings and Responses included as a significant deficiency that the controls over payroll have been designed but not properly implemented. Of 25 paychecks examined, two occurrences were noted of employees' 401(k) withholdings not setup at the requested percentage per the enrollment forms. It was recommended that the Town should strengthen internal controls over the payroll system. The Town has stressed the importance of internal control procedures regarding employee payroll with both the Human Resources Director and the Police Administrative Services Manager who input and process payrolls for the Town. As part of the new payroll internal control procedures, a comparison of the amount withheld and net amount for each employee will be made to a prior payroll before approving each payroll run. In addition, 2 employees will be randomly picked per month comparing the withholding percent in the system with the withholding percent in the employee's personnel file to ensure the correct amount is being withheld. These additional procedures were implemented December 1, 2021.

3. The Schedule of Findings and Responses included as a significant deficiency that there was an adjustment recorded to correct beginning net position because of a correction to record roads as capital assets in the amount of \$53,114. It was recommended that the Town implement procedures to ensure that all balances are recorded and included in the financial statements. The Town stressed the importance of accurate reporting for both outside agencies and financial reporting with Town Engineer and Finance Officer. The departments discussed implementing an additional procedure that would identify any road additions and annexations. The Town Finance Officer will review council meeting minutes and future Powell Bill reports to ensure that additions to Town roadway systems are added to fixed assets according to our capitalization policy. This procedure was implemented on November 1, 2021.

Questions regarding this response letter may be addressed to Alex Sewell, Town Manager, 704-821-0314 or to Marsha Gross, Finance Officer, 704-821-0311.

Respectfully submitted,

s/Alex Sewell

Alex Sewell, Town Manager

s/Wyatt Dunn

Wyatt Dunn, Mayor

s/Marsha Gross

Marsha Gross, Finance Officer

s/David Scholl

David Scholl, Mayor Pro Tempore

s/Heather Grooms

Heather Grooms, Council Member

s/Steven Ayers

Steven Ayers, Council Member

s/Brad Richardson

Brad Richardson, Council Member

s/Graham Hall

Graham Hall, Council Member

s/Taylor-Rae Drake

Taylor-Rae Drake, Council Member

ATTEST:

All individuals signed here gave verbal permission during the open session of the Stallings Town Council Meeting on Monday, January 10, 2022 to allow their electronic signatures to be used on this document due to the COVID pandemic.



Erinn E. Nichols
Town Clerk
Town of Stallings



**FIVE-YEAR FINANCIAL FORECAST
FY2023 to FY2027**

Purpose: Five Year Financial Forecast

The ultimate purpose of this document is to help with long-term financial decision-making. Like any forecast, this forecast is built heavily on assumptions as we do not have a crystal ball. Any assumptions can be critiqued but overall forecasting is still a useful tool so that potential longer-term trends can be identified, big picture discussions can be sparked, and potential corrective actions aimed at addressing any problematic trends can be considered.

The Town of Stallings has undergone numerous changes recently which have included growth and development, a tax revaluation, land purchases for a future downtown area, and the start of construction on the Blair Mill portion of the Stallings Greenway. Council reviewed the first Five Year Financial Forecast in FY2021 to evaluate the future revenue and expense streams as well as capital improvements needs while still being able to sustain the services the Town provides. The Five-Year Financial Forecast enables the Town to project the normal cost of doing business and identify excess and/or deficits in cash based on our forecast. The basis for the analysis is historical revenue and expense trends for the past five years, which will provide information to make assumptions regarding future spending, and the Town's Capital Improvement Plan. This is a tool which will be updated annually and used in the future for evaluating possible capital project needs and funding strategies to accomplish the Town's goals.

Town of Stallings Funds

The Town of Stallings uses funds to ensure and reflect compliance with finance related legal requirements, such as General Statutes or the Town's budget ordinance. They are broken down into three categories:

- Governmental Funds - account for the governmental activities and services performed by the Town
- Capital Project Funds - account for larger capital projects
- Proprietary or Enterprise Funds - account for the business-type activities which include sewer and storm water services

General Fund Long Term Planning

The General Fund is used to account for the revenues and expenditures necessary to provide basic governmental services for the Town. The principal sources of revenues are property taxes, sales and use taxes, beer and wine taxes, Powell Bill allocations, and utility taxes. Other revenue sources are fees charged for Town services for zoning, development, park rentals and transportation fees. Expenditures are broken down into the various departments which are general government, public safety, engineering and transportation, public works, economic development, environmental, and park and recreation.

The General Fund has consistently remained in sound financial condition from year to year due to effective management of the sources and uses of the Town's funds.

The General Fund has a fund balance of \$16,720,938 as of FYE 2022 with an unassigned balance of \$6,545,483. The Town also maintains a minimum fund balance of 30% of the subsequent year's expenditures in years after 2015 through 2020 which was changed to 20% of subsequent year's expenditures during FYE 2021. The large increase in funds in FYE 2022 is related to receipt of restricted ARPA funds of \$5,147,440.

Below is a summary of past and recent year-end fund balance reserves:

Sources of General Funds

| General Fund Balance | 2018 | 2019 | 2020 | 2021 | 2022 |
|---|---------------------|---------------------|----------------------|----------------------|----------------------|
| Restricted | | | | | |
| Stabilization by State Statute | \$ 601,599 | \$ 462,389 | \$ 401,137 | \$ 475,157 | \$ 552,759 |
| Streets - Powell Bill | 153,094 | 239,450 | 291,514 | 568,898 | 713,769 |
| Drug Forfeiture | 126,493 | 25,545 | 53,262 | 46,008 | 10,362 |
| ARPA | - | - | - | - | 5,147,440 |
| Committed | | | | | |
| Capital Project Fund | - | - | 1,193,280 | 960,273 | 887,324 |
| Parks and Recreation | 330,043 | 374,474 | 374,474 | 426,858 | 456,761 |
| Chestnut Lane Roundabout | 350,000 | 350,000 | - | - | - |
| Assigned | | | | | |
| Designated for subsequent year's expenditures | 1,550,000 | 2,016,800 | 2,091,800 | 747,982 | 208,200 |
| Minimum fund balance requirement | 2,478,150 | 2,654,040 | 2,189,160 | 1,770,640 | 2,198,840 |
| Unassigned | | | | | |
| Unassigned | 3,355,658 | 3,270,119 | 4,138,319 | 6,424,313 | 6,545,483 |
| Total General Fund | \$ 8,945,037 | \$ 9,392,817 | \$ 10,732,946 | \$ 11,420,129 | \$ 16,720,938 |

As previously noted, the largest source of revenue is the Town's ad valorem tax which represents a minimum of 50% each year of the Town's reoccurring revenue. Exhibit 1 displays the revenue breakdown for the Town for the past five years.

Exhibit 1

| Revenue Source | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | Adjusted Budget FY2023* |
|---|---------------------|---------------------|---------------------|---------------------|----------------------|-------------------------|
| Ad Valorum | \$ 3,502,958 | \$ 3,615,911 | \$ 3,669,430 | \$ 3,739,779 | \$ 4,323,959 | \$ 4,348,500 |
| <i>YOY Change</i> | 2.88% | 3.22% | 1.48% | 1.92% | 15.62% | 0.57% |
| Motor Vehicle | \$ 402,448 | \$ 408,348 | \$ 411,004 | \$ 447,485 | \$ 414,498 | \$ 400,000 |
| <i>YOY Change</i> | -0.78% | 1.47% | 0.65% | 8.88% | -7.37% | -3.50% |
| Sales Tax | \$ 1,189,871 | \$ 1,259,345 | \$ 1,365,392 | \$ 1,592,773 | \$ 1,828,746 | \$ 1,850,000 |
| <i>YOY Change</i> | 4.87% | 5.84% | 8.42% | 16.65% | 14.82% | 1.16% |
| Utility Franchise Tax | \$ 820,997 | \$ 832,275 | \$ 812,897 | \$ 799,348 | \$ 811,629 | \$ 815,000 |
| Other Franchise Tax | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Beer and Wine Tax | \$ 68,417 | \$ 69,574 | \$ 70,654 | \$ 69,686 | \$ 64,215 | \$ 70,000 |
| Vehicle Rental | \$ 38,287 | \$ 23,004 | \$ 7,593 | \$ 7,449 | \$ 14,090 | \$ 12,500 |
| Zoning Fees | \$ 78,807 | \$ 87,033 | \$ 77,853 | \$ 57,220 | \$ 61,480 | \$ 60,000 |
| Development Agreement Fees | \$ - | \$ 50,000 | \$ 18,750 | \$ - | \$ - | \$ - |
| TIA Revenue | \$ - | \$ 113,200 | \$ 146,800 | \$ 2,500 | \$ - | \$ 15,000 |
| Public Safety Fee | \$ 2,473 | \$ 5,786 | \$ 5,079 | \$ 3,182 | \$ 3,308 | \$ 2,700 |
| Nuisance Abatement/Civil Citations | \$ - | \$ - | \$ 60,400 | \$ 56,198 | \$ 10,800 | \$ 2,000 |
| Fees in Lieu of Park Land | \$ - | \$ 44,431 | \$ - | \$ 52,385 | \$ 82,336 | \$ - |
| Transportation Contributions | \$ - | \$ - | \$ 1,684,247 | \$ 1,711,356 | \$ 250,000 | \$ 1,174,000 |
| Powell Bill | \$ 399,228 | \$ 399,455 | \$ 402,567 | \$ 388,692 | \$ 445,984 | \$ 445,000 |
| Solid Waste disposal tax | \$ 10,494 | \$ 11,963 | \$ 12,431 | \$ 12,488 | \$ 12,200 | \$ 12,000 |
| Grant Income/Forfeiture | \$ 25,660 | \$ 4,122 | \$ 37,709 | \$ 277,083 | \$ 1,676,699 | \$ 10,000 |
| Miscellaneous | \$ 41,312 | \$ 20,138 | \$ 58,494 | \$ 15,752 | \$ 53,728 | \$ 55,700 |
| Investment | \$ 90,526 | \$ 160,338 | \$ 122,514 | \$ 2,136 | \$ 14,201 | \$ 1,400 |
| Interest | \$ 8,224 | \$ 11,859 | \$ 8,138 | \$ 7,793 | \$ 8,632 | \$ 8,000 |
| Total Revenue | \$ 6,679,702 | \$ 7,116,783 | \$ 8,971,951 | \$ 9,243,305 | \$ 10,076,504 | \$ 9,281,800 |
| YOY % Increase/(Decrease) | -1.31% | 6.54% | 26.07% | 3.02% | 9.01% | -7.89% |
| Adjust Annual Revenue by removing Fees in Lieu of Park Land, TIA Revenue, Transportation Contributions and Grant Income/Forfeiture | \$ (25,660) | \$ (211,753) | \$ (1,887,506) | \$ (2,043,324) | \$ (2,009,035) | \$ (1,199,000) |
| Adjusted Annual Revenue: | \$ 6,654,042 | \$ 6,905,030 | \$ 7,084,445 | \$ 7,199,981 | \$ 8,067,469 | \$ 8,082,800 |
| YOY % Increase/(Decrease) | 2.61% | 3.77% | 2.60% | 1.63% | 12.05% | 0.19% |

* - Note that the FY2023 budgeted revenue was adjusted to increase sales and use tax revenue to slightly above the FY2022 collections. Early sales and use tax revenue for FY2023 have every indication to be above that in FY2022. Utility and Franchise Tax was also slightly increased for the same reasons. (Both changes are highlighted in red above)

Total revenue increased over this five-year period an average of 8.67% per year from FY2018 to FY2022. Revenue decreased between FY2017 and FY2018 due to the drop-in fees in lieu of park land. The increase of 26.07% in FY2020 is due primarily to a contribution the Town received for the construction of the Chestnut Roundabout. These funds were returned from NCDOT to the Town and are included in the FY2021 revenue. In FY2022, revenues increased 9.01% due mainly to grant revenue. These types of revenue streams for contributions, TIA fees, grants and forfeiture funds have related expenditures that offset these revenues as they are earned or kept in restricted funds for future use. If we remove these revenue sources from the year over year comparison, each year shows an increase in revenue from FY2018 through FY2022 with an average over the five-year period of 4.75% per year. Another contributing factor to the increase in FY2022 is the countywide property tax revaluation which increased Ad Valorem taxes 15.6% over prior year.

FY2023 budgeted revenue was not included in the five-year average above which represented a slight decrease of 0.82% over FY2022 when the adjusted annual revenues are compared due to management taking a fiscally conservative budget approach. When comparing FY2023 total revenue to prior year, the 7.89% decrease is due to a SCIF grant received in FY2022 which reimbursed the town for \$1.6 million for the purchase of investment property to be used to start a downtown district for the Town which was slightly offset with the transportation contribution of \$1,174,000.

Taking the analysis one step further, approximately 91% of the Town's revenue is driven by ad valorem, sales tax, utility franchise tax and Powell bill funds. Ad valorem tax has grown an average of 5.02% each year from FY2017 to FY2022. If FY2023 is included, the average is 4.28%. Sales and use tax and utilities tax was increased over budgeted amounts for analysis purposes due to early collections in July, August and September of FY2023. The remaining revenue drivers for utility franchise tax and Powell Bill funds remain consistent year over year with minimal changes each year.

Revenue Assumptions for Five Year Financial Forecast

The Town will use a look back period of five years and will update the year over year trends annually. These trends will be the basis of the analysis but there are other factors which will be considered in the forecast. Historically, the town has gone through periods of recession where there were significant decreases in the construction of new homes and home values were reduced. In order to include the possibility of a recession or other escalation in revenue, the following items will also be evaluated in the analysis:

- Union County Tax Office – Estimated Tax for following fiscal year
- Number of zoning permits issued
- Consumer price index for the county and area

The revenue growth model for the periods from FY2024 through FY2027 will be based on the year over year comparison and the factors above and will represent the average revenue growth for a six-year period from FY2018 through budgeted FY2023. The rate for FY2022 was adjusted downward from 12.37% to 8.92% to account for the Union County tax revaluation. The six year average adjusted escalation factor of **3.24%** will be used for the forecast model. While there are other factors that will positively impact revenue such as new neighborhoods and developments, possible hotel tax, and

increases in tax rates, the historical average will provide a conservative estimate since these revenues will also be used to estimate spending.

Uses of General Funds

Departmental expenditures plus appropriations of General Funds for needs such as capital projects account for the uses of General Funds. For this analysis, the focus will be on the departmental expenditures over the last 5 years. As displayed in Exhibit 2, these expenditures have fluctuated from FY2018 to FY2023. These changes are due to many factors most of which are the following:

- FY2018 – Large increase in expenditures in the areas of Planning for 4 Small Area plans, Parks for Master planning services and in General Government for design costs related to the New Town Hall and public works buildings.
- FY2019 – In total costs were close to FY2018 with a small decrease of 0.3%. Expenditures reduced mainly due to the demolition of the Civic Building and the construction of the Public Works building and New Town Hall. Several capital expenditures within the departments were delayed to FY2020 due to lack of space.
- FY2020 – The increase of 27.5% is due to the costs associated with the Chestnut Roundabout of \$1,946,747 (which had offsetting revenue of \$1,684,247). Removing this cost, the increase from prior year is only 0.7%.
- FY2021 – Reduction in expenses of 4.3% due to difference Chestnut Roundabout difference noted in FY2020.
- FY2022 – Increase of 19.4% due to purchase of Old Monroe Road investment property and increased capital expenditures in both Police Department and Park and Recreation Department. These increases were offset by a decrease in Transportation related to the Chestnut Roundabout construction.
- FY2023 – Budgeted increase of 50.2% due to ARPA funds received by the Town which are being used as revenue replacement for Police Department salaries and related benefits in the amount of \$1.83M. These supplanted funds were budgeted for use in multiple departments for needed equipment and capital purchases.

Expense Analysis by Department
Exhibit 2

| | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | Growth in 5 Years* | FY2023 Budget |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|----------------------|
| General Government | \$ 1,194,897 | \$ 1,175,978 | \$ 1,267,448 | \$ 1,550,092 | \$ 4,029,734 | 2.3% | \$ 1,418,500 |
| Public Works | \$ 200,411 | \$ 323,042 | \$ 280,456 | \$ 258,103 | \$ 227,336 | 13.4% | \$ 758,500 |
| Public Safety | \$ 2,431,793 | \$ 2,389,097 | \$ 2,259,878 | \$ 2,292,877 | \$ 2,517,461 | 3.5% | \$ 3,561,279 |
| Transportation | \$ 755,422 | \$ 729,619 | \$ 2,651,446 | \$ 2,011,673 | \$ 670,844 | -11.2% | \$ 2,895,200 |
| Sanitation | \$ 906,820 | \$ 885,833 | \$ 945,978 | \$ 958,668 | \$ 1,025,834 | 13.1% | \$ 1,110,000 |
| Zoning & Planning | \$ 490,294 | \$ 405,282 | \$ 326,667 | \$ 415,598 | \$ 310,369 | -36.7% | \$ 486,000 |
| Park & Rec | \$ 543,671 | \$ 595,713 | \$ 559,730 | \$ 451,336 | \$ 699,626 | 28.7% | \$ 1,693,460 |
| Total | \$ 6,523,308 | \$ 6,504,564 | \$ 8,291,603 | \$ 7,938,347 | \$ 9,481,204 | 45.3% | \$ 11,922,939 |
| YOY Change | 10.3% | -0.3% | 27.5% | -4.3% | 19.4% | | 50.2% |
| Less expenditures not to repeat and appropriations from fund balance | \$ (473,559) | \$ (206,100) | \$ (1,946,747) | \$ (1,656,269) | \$ (2,832,684) | | \$ (4,386,439) |
| Adjusted Expenditures | \$ 6,049,749 | \$ 6,298,464 | \$ 6,344,856 | \$ 6,282,078 | \$ 6,648,521 | | \$ 7,536,500 |
| Adjusted YOY Change | 3.6% | 4.1% | 0.7% | -1.0% | 5.8% | | 20.0% |

* Note that in FY2022, the cost for Old Monroe property of \$2.8M was removed in General Government before the % increase was calculate

Exhibit 2 uses two different approaches in calculating the year-over-year (YOY) expenditure increases:

- The first YOY change in blue shows the total departmental spend and the increase from prior year.
- The second YOY change in orange removes the outside services that would be considered one-time costs as well as the ARPA supplanted funds which normalizes the expenditures year over year.

Analyzing further, the FY2023 budget includes fund balance appropriations for the construction of the Vickery portion of the Stallings Greenway, additional Powell Bill funds for road repair, as well as a number of other larger capital projects. Since these projects are in part due to the ARPA supplanted funds and one-time appropriations, the growth from FY2022 to FY2023 was adjusted downward but remains high at 20.0%.

| YOY changes | Total Cost | Adjusted Totals |
|---------------------------------|-------------------|------------------------|
| 6 year Average FY2018 to FY2023 | 17.14% | 5.55% |
| 5 year Average FY2019 to FY2023 | 18.51% | 5.93% |

Based on the historical spend by department, the rationale for the forecasted expenditures will be the following:

- FY2023 Budget – Will be included in the YOY averages and be the starting point for the forecasted expenditures but will be calculated by removing ARPA funds, additional Powell Bill expenditures, and fees in lieu of park land.
- Escalation factor for expenditures will be **5.74%** per year which is the average of the 6-year average adjusted total cost (5.55%) and 5-year average adjusted total cost (5.93%). While this is significantly less than the YOY increase for FY2023 of 50.2%, this enables the Town to plan conservatively for future expenditures while having enough growth for departmental needs.
- Powell Bill Funds will be used for road repairs and revenue taken in will be equal to the expenditure for the year.

General Fund Long Term Planning Summary

Based on the analysis on sources and uses of funds, the following factors will be used for the five -year forecast model:

| | | |
|------------------------------------|--------------------------------|-------|
| Rates to be used for the analysis: | Revenue (Sources) Escalation | 3.24% |
| | Expenditures (Uses) Escalation | 5.74% |

These assumptions will be reviewed during the budget process and the five-year projection will be updated annually based on operations of the last fiscal year.

General Fund Five-Year Financial Plan

Forecasted Revenue

FY2022 was budgeted with a significant increase in property values based on the countywide property revaluation. While the Council effectively reduced the tax rate from 21.5 down to 18.6, this still resulted in an increase in ad valorem revenue of \$584,180. Overall FY2023 revenues decrease from \$10,076,504 in FY2022 to \$9,281,800. If we remove the pass-through revenue from grants and contributions from the revenue lines, revenue decreases 0.82% from \$8,149,805 in FY2022 to \$8,082,800 in FY2023.

The revenue forecast below shows results for FY2021 and FY2022, budgeted FY2023 and projected revenues through FY2027 using an escalation factor of 3.24% each year:

| | <u>FY2021</u> | <u>FY2022</u> | <u>Budget FY2023</u> | <u>FY2024</u> | <u>FY2025</u> | <u>FY2026</u> | <u>FY2027</u> |
|---------------------|---------------|---------------|--------------------------|---------------|---------------|---------------|---------------|
| Revenue Projections | \$ 9,243,305 | \$ 10,076,504 | \$ 9,281,800 | \$ 9,582,744 | \$ 9,893,445 | \$ 10,214,220 | \$ 10,545,396 |
| | 3.02% | 9.01% | -7.89% | 3.24% | 3.24% | 3.24% | 3.24% |

Note that fund balance appropriations are not included in the revenue projections.

Forecasted Expenditures

Similar to the revenue forecast above, the chart below shows Actual results for FY2021 and FY2022, budget for FY2023 and forecasts for FY2024 to FY2027 using an escalation factor of 5.74% each year:

| Expenditures by Dept. | <u>FY2021</u> | <u>FY2022</u> | <u>Budget FY2023</u> | <u>FY2024</u> | <u>FY2025</u> | <u>FY2026</u> | <u>FY2027</u> |
|-----------------------|---------------------|---------------------|--------------------------|----------------------|----------------------|---------------------|---------------------|
| General Government | \$ 1,550,092 | \$ 4,029,734 | \$ 1,418,500 | \$ 1,385,744 | \$ 1,465,309 | \$ 1,549,441 | \$ 1,638,405 |
| Public Works | \$ 258,103 | \$ 227,336 | \$ 758,500 | \$ 384,794 | \$ 406,887 | \$ 430,249 | \$ 454,953 |
| Public Safety | \$ 2,292,877 | \$ 2,517,461 | \$ 3,561,279 | \$ 3,225,098 | \$ 3,410,271 | \$ 3,606,077 | \$ 3,813,125 |
| Transportation | \$ 2,011,673 | \$ 670,844 | \$ 2,895,200 | \$ 804,905 | \$ 851,120 | \$ 899,988 | \$ 951,663 |
| Sanitation | \$ 958,668 | \$ 1,025,834 | \$ 1,110,000 | \$ 1,173,732 | \$ 1,241,124 | \$ 1,312,385 | \$ 1,387,737 |
| Zoning & Planning | \$ 415,598 | \$ 310,369 | \$ 486,000 | \$ 502,273 | \$ 531,112 | \$ 561,606 | \$ 593,851 |
| Park & Rec | \$ 451,336 | \$ 699,626 | \$ 1,693,460 | \$ 955,333 | \$ 1,010,185 | \$ 1,068,186 | \$ 1,129,518 |
| ARPA Supplanted Exp | \$ - | \$ - | \$ - | \$ 1,831,360 | \$ 1,484,720 | \$ - | \$ - |
| Total | \$ 7,938,347 | \$ 9,481,204 | \$ 11,922,939 | \$ 10,263,240 | \$ 10,400,728 | \$ 9,427,933 | \$ 9,969,252 |
| <i>YOY Change</i> | 22.04% | 19.44% | 25.75% | -13.92% | 1.34% | -9.35% | 5.74% |

Note that FY2023 expenditures increase 25.75% on the above projection due to the ARPA supplanted funds and a contribution of funds from Atrium for road improvements being added to the budget. Adjustments were made to the FY2023 departmental expenditures for ARPA supplanted items, fund balance appropriations for fees in lieu of parkland and Powell Bill funds, and contributions before the escalation factor was applied:

- Administrative department – removed Town Hall front entry \$33,000 ARPA supplanted funds for laptop computers and video conferencing capabilities for meeting spaces and \$75,000 for DFI study.
- Public Works – removed \$394,600 of ARPA supplanted funds for new HVAC systems for all 3 town buildings.
- Public Safety – removed \$439,200 of ARPA supplanted funds for new vehicles, message boards, PD renovations, radio upgrades, accident reconstruction and early warning software, and automated external defibrillators. Reductions were also made for appropriated restricted funds and items included on the CIP in out years.
- Zoning and Planning – removed \$11,000 of ARPA supplanted funds for new plotter.
- Transportations department – removed \$300,000 of ARPA supplanted funds for gateway signage and Powell Bill appropriated funds of \$660,000 for additional road repairs. Also removed was \$1,174, for the Atrium road repair contribution.
- Park and Recreation Department – removed \$230,000 of ARPA supplanted funds for Privette Park renovations and Stallings Park parking lot resurfacing, \$436,858 of appropriated fees in lieu of parkland funds and an additional \$133,200 for Vickery portion of the Stallings Greenway.

General Fund Debt Service Payments

In January 2019, the Town signed a \$2,918,000 direct placement contract to finance a government center building and public works building. The property is pledged as collateral for the debt while the debt is outstanding. The financing contract requires principal payments beginning in the fiscal year ending 2020 with an interest rate of 3.45%.

Annual debt service payments of the installment purchase as of June 30, 2022 is as:

| Year Ending June 30 | Governmental Activities | |
|---------------------|-------------------------|-------------------|
| | Principal | Interest |
| 2023 | \$ 291,800 | \$ 67,947 |
| 2024 | 291,800 | 57,882 |
| 2025 | 291,800 | 58,423 |
| 2026 | 291,800 | 37,752 |
| 2027 | 291,800 | 28,363 |
| 2028-2029 | 583,600 | 25,199 |
| | <u>\$ 2,042,600</u> | <u>\$ 275,566</u> |

Town of Stallings Capital Improvement Plan (CIP)

The Town adopted a Capital Improvement Plan (CIP) in June of 2013 which was later amended in December of 2014. The policy was adopted “to ensure that planning for future large-scale maintenance and infrastructure projects are properly and formally considered and aligned with Council’s strategic direction and that funding for such efforts is identified and forecast so that these identified efforts and projects are executed in a timely and scheduled manner and are financially sustainable.”¹

The CIP is a five-year plan which is updated annually in conjunction with the annual budget process. The CIP will be used along with the Town of Stallings Five-year Financial Plan to evaluate timing and funding for the upcoming capital projects identified on the CIP. The Five-Year Financial forecast projects unassigned fund balance which could be used for these type projects.

Attached is the most recently approved CIP as well as a copy of the Town of Stallings Capital Improvement Plan Policy.

CIP chart below was adopted by Council in conjunction with the FY2023 Budget in June 2022. Many of the departmental expenses that are considered a necessity to perform the operations of the Town are already included in the budgeted expenditures and forecasted expenditures of the Five-Year Financial Forecast Plan. The items not included are identified and used in the new projected General Fund Balance chart.

¹ Town of Stallings Capital Maintenance and Infrastructure Improvement Plan, Policy Purpose, page 1.

CMIIIP Potential Expenditures - Approved June 2022

**Capital Maintenance and Infrastructure Improvement Plan
FY2023**

\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX

Costs are accounted for in FY22 Budget (already appropriated)
Included in FY2023 Budget
Carry over from FY2022
Included in FY20223 Budget using ARPA Funds
Estimated cost not included in Budget
Delayed to out years - excluded from Budget

| Potential Projects | Cost | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|-------------------|---------|---------|---------|---------|--------|
| Land Investments | 40,000 | | | | | |
| Stallings Road Property (329 Stallings Road) - Demolition (currently rented) | 20,000 | | 20,000 | | | |
| Stallings Road Property (325 Stallings Road) - Demolition/Repurpose | 20,000 | | 20,000 | | | |
| Town Connectivity - Parks/Greenways/Trails | 11,666,048 | | | | | |
| Privette Road Park | 50,000 | | | | | |
| Playground Equipment, turf and fence | 50,000 | 50,000 | | | | |
| Stallings Municipal Park | 1,250,000 | | | | | |
| Stallings Park - Sprinkler System | 50,000 | | 50,000 | | | |
| Stallings Park - Signage | 10,000 | 10,000 | | | | |
| Stallings Park -Resurfacing Parking Lot | 180,000 | 180,000 | | | | |
| Stallings Park - Camera System with internal Wifi | 10,000 | 10,000 | | | | |
| Stallings Park - Playgrounds Replacement | 300,000 | | 300,000 | | | |
| Stallings Park - Wooden Structures Replacement | 200,000 | | 200,000 | | | |
| Stallings Park - Farmers Market Multi-Purpose Structure | 500,000 | 500,000 | | | | |
| Blair Mill Park | 610,000 | | | | | |
| Re-evaluate Blair Mill Park Master Plan (per Council direction) | TBD | | | | | |
| Engineering per Master Plan | 500,000 | | | | | |
| Blair Mill Park Landscaping | TBD | | | | | |
| Blair Mill Park Signage | 10,000 | 10,000 | | | | |
| Blair Mill Park Additional Signage - as needed | 10,000 | 10,000 | | | | |
| Blair Mill Park Playground | 90,000 | | | | | |
| Blair Mill Greenway (N1) - Vickers Portion | 550,000 | | | | | |
| Construction | 550,000 | 550,000 | | | | |
| Blair Mill Park Implementation | 4,332,448 | | | | | |
| Phase I - Wetland Boardwalk and Environmental Education Platforms | 734,679 | | | | | |
| Phase II - Park Area | 1,386,622 | | | | | |
| Phase III - Water Lab Area | 2,211,146 | | | | | |
| Central Stallings Spine - Town Hall and Municipal Park (CS-1) | 3,119,025 | | | | | |
| Engineering | 275,000 | | | | 275,000 | |
| Construction | 2,844,025 | | | | | |
| North Stallings Spine - Blair Mill Park to Stevens Mill Crossing | 2,304,575 | | | | | |
| Northern Suburban Spine | 2,304,575 | | | | | |
| Town Connectivity - Sidewalks | 2,330,000 | | | | | |
| Sidewalks: (New Cost Estimates needed if Council proceeds) | | | | | | |
| Lawyers Road (2A) | 340,000 | | | 340,000 | | |
| Blair Mill Park to Shannamara Dr. (S-3A) - 2,600 ft. - Accounted for in Greenway MP (NS) | 200,000 | | | | | |
| Shannamara Dr. to Divide Dr. (S-3B) - 3,200 ft. - Accounted for in Greenway MP (NS) | 250,000 | | | | | |
| Divide Dr. to Greenway Ct. (S-3C) - 2,200 ft. - Accounted for in Greenway MP (NS) | 350,000 | | | | | |
| Chestnut Lane to Potter Road intersection (S-12) - Accounted for in Greenway MP (SS) | 110,000 | | | | | |
| Stallings Road from U.S. 74 to Stevens Mill Road (S-5) - Accounted for in Greenway MP (CS1) | 460,000 | | | | | |
| Smith Farm Rd. (Stallings Rd. to eoj) (S-13) - Accounted for in Greenway MP (C6) | 80,000 | | | | | |
| Campus Ridge Rd. (Old Monroe Rd. to eoj) (S-1) - Accounted for in Greenway MP (CS2) | 200,000 | | | | | |
| Lawyers Road (2B) (Buckingham to end of jurisdiction) (S-7) | 340,000 | | | 340,000 | | |
| Equipment | 2,671,100 | | | | | |
| Computer Equipment - Repair/Replacement Plan Annually | 300,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Computer Equipment - Video Conferencing Capabilities in Meeting Spaces | 18,000 | 18,000 | | | | |
| Computer Equipment - Laptops for Staff for remote virtual working | 15,000 | 15,000 | | | | |

**Capital Maintenance and Infrastructure Improvement Plan
FY2023**

\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX
\$XX,XXX

Costs are accounted for in FY22 Budget (already appropriated)
Included in FY2023 Budget
Carry over from FY2022
Included in FY20223 Budget using ARPA Funds
Estimated cost not included in Budget
Delayed to out years - excluded from Budget

| Potential Projects | Cost | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Equipment | | | | | | |
| Police Department - Fleet Repair/Replacement Plan Annually | 993,200 | 174,000 | 174,000 | 174,000 | 174,000 | 174,000 |
| Police Department - Lexipol policy Manual and Guardian Tracking | 72,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Police Department - Body Camera Replacement | 88,400 | 14,500 | 14,500 | 14,500 | 15,200 | 15,200 |
| Police Department - In-Car Camera Replacement | 178,700 | 29,600 | 29,600 | 29,600 | 31,000 | 31,000 |
| Police Department - Portable Message Boards for traffic control (3 total) | 45,000 | 45,000 | | | | |
| Police Department - TDMA Updated Radios and Software System | 173,000 | 173,000 | | | | |
| Police Department - Exercise Equipment | - | | | | | |
| Police Department - Office Renovations | 13,000 | 13,000 | | | | |
| Police Department - AEDs | 34,000 | 34,000 | | | | |
| Police Department - In-Car Computers | 65,000 | 13,000 | 13,000 | 13,000 | 13,000 | 13,000 |
| Police Department - Early Warning / IA Software | 6,200 | 6,200 | | | | |
| Police Department - Accident Reconstruction Software | 9,000 | 9,000 | | | | |
| Public Works - Building and Grounds Contingency as building ages | 40,000 | | 10,000 | 10,000 | 10,000 | 10,000 |
| Public Works -HVAC Repairs/Replacement | 35,000 | 20,000 | | 5,000 | 5,000 | 5,000 |
| Public Works -New HVAC System and AC UV Filtrations Systems | 386,000 | 386,000 | | | | |
| Public Works - Smart Meter Installation - Delayed | 15,000 | | 15,000 | | | |
| Public Works - Washer/Dryer in PW | 3,600 | 3,600 | | | | |
| Public Works - Vehide Replacement | 60,000 | | | 60,000 | | |
| Public Works - Electric Vehide Charging Station at Town Hall/Stallings Park | 20,000 | | | 20,000 | | |
| Public Works - Traffic Barricades | 5,000 | 5,000 | | | | |
| Planning/Zoning - Wall Mount Monitors for digital Plan Reviews (5 spaces) | 3,000 | 3,000 | | | | |
| Planning/Zoning - Plotter Scanner Replacement | 8,000 | 8,000 | | | | |
| Planning/Zoning - Vehicle Replacement | 35,000 | | 35,000 | | | |
| Park & Rec - New Christmas Tree | 50,000 | 25,000 | | | | |
| Transportation | 8,628,700 | | | | | |
| Infrastructure Improvements: | | | | | | |
| Streetscape and Signage | \$ 1,750,000 | | | | | |
| Gateway Signage @ Atrium Roundabout | 300,000 | 300,000 | | | | |
| Idlewild Corridor | 400,000 | | | | | |
| Old Monroe Road Corridor | 800,000 | | | | | |
| Stallings Elementary School Area | 250,000 | | | | | |
| Down Town | \$ 75,000 | | | | | |
| DFI Downtown Feasibility Assessment - Phase I | 75,000 | 75,000 | | | | |
| DFI Downtown Feasibility Assessment - Phase II | TBD | | | | | |
| Downtown Site Control & Implementation Costs | TBD | | | | | |
| Downtown Streetscape Phase 1 - Curb, Gutter & Parking on Stallings Rd - Eng & Const | TBD | | | | | |
| Downtown Streetscape Phase 2 - Add Sidewalks & Streetscape - Eng & Construction | TBD | | | | | |
| Downtown Streetscape Phase 3 - Plazas & Side Parking - Eng & Construction | TBD | | | | | |
| Street Maintenance - Powell Bill | \$ 2,460,000 | \$ 400,000 |
| Street Maintenance - Additional | \$ 3,965,000 | \$ 640,000 | \$ 800,000 | \$ 800,000 | \$ 800,000 | \$ 800,000 |
| Sidewalks - Powell Bill | \$ 353,700 | \$ 60,000 |
| Potter Road/Pleasant Plains Intersection | \$ - | | | | | |
| Update Transportation Master Plan (Grant Local Match) | \$ 25,000 | | | | \$ 25,000 | |
| Total General Government | 22,664,748 | \$ 3,851,900 | \$ 2,203,100 | \$ 2,328,100 | \$ 1,870,200 | \$ 1,570,200 |
| Storm Water: | | | | | | |
| Minor Projects | \$ 580,000 | 70,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Major Projects | \$ 1,017,970 | 171,000 | 175,000 | 175,000 | 175,000 | 175,000 |
| Additional Appropriated Funds for Major Projects | \$ 1,450,000 | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 |
| SW Annual Line Maintenance | \$ 420,000 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 |
| SW Street Sweeping | \$ 90,000 | \$ 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Total Storm Water | 3,557,970 | \$ 616,000 | \$ 650,000 | \$ 650,000 | \$ 650,000 | \$ 650,000 |
| Total General Government and Storm Water | 26,222,718 | \$ 4,467,900 | \$ 2,853,100 | \$ 2,978,100 | \$ 2,520,200 | \$ 2,220,200 |

General Fund Five-Year Financial Forecast Model

Combining the logic from the revenue and expenditure projections, the forecast model below works and follows:

- Uses General Fund Revenues less expenditures to show projected excess revenues or deficits based on operating expenses
- Identifies debt payments to be made for the forecast period by fiscal year
- Calculates the projected unassigned fund balance based on operations and debt obligations
- Includes CIP expenditures and calculates the effect on unassigned fund balance
- Uses ARPA funds as revenue replacement but reflects them as separate supplanted funds in the forecast

The information provided by the model can now be used as a tool to evaluate future capital projects and shows the impact they would have on the Town as it relates to available funds. The Town can evaluate if they have the available funds during that time period and help make decisions on using fund balance, borrowing more funds or even if the project is feasibly possible.

General Fund Five-Year Financial Forecast As of 12/6/2022

GENERAL FUND REVENUES and EXPENDITURES FORECASTS

| | FY2022 | Budget | | | | |
|---|----------------------|---------------------|---------------------|---------------------|----------------------|----------------------|
| | | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| GF Revenue Forecast | \$ 9,630,519 | \$ 8,836,800 | \$ 9,137,744 | \$ 9,448,445 | \$ 9,769,220 | \$ 10,100,396 |
| Restricted (Powell Bill and other) | 445,984 | \$ 445,000 | \$ 445,000 | \$ 445,000 | \$ 445,000 | \$ 445,000 |
| Total GF Revenues | \$ 10,076,504 | \$ 9,281,800 | \$ 9,582,744 | \$ 9,893,445 | \$ 10,214,220 | \$ 10,545,396 |
| | | -7.89% | 3.24% | 3.24% | 3.24% | 3.24% |
| GF Forecasted Expenditures (not including Debt) | 9,481,204 | 11,922,939 | 10,263,240 | 10,400,728 | 9,427,933 | 9,969,252 |

| | | | | | | |
|-----------------------------------|-------------------|-----------------------|---------------------|---------------------|-------------------|-------------------|
| REVENUES OVER EXPENDITURES | \$ 595,300 | \$ (2,641,139) | \$ (680,496) | \$ (507,283) | \$ 786,287 | \$ 576,144 |
|-----------------------------------|-------------------|-----------------------|---------------------|---------------------|-------------------|-------------------|

* Revenue Forecast is conservatively based on historical data and assumed at 3.24% each year

* Expenditures are Forecasted to increase 5.74% each year, includes ARPA supplanted fund expenditures, but does not include debt service payments

| DEBT SERVICE PAYMENTS | FY2022 | Budget | | | | |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Principal | \$ 291,800 | \$ 291,800 | \$ 291,800 | \$ 291,800 | \$ 291,800 | \$ 291,800 |
| Interest (Paid Monthly) | 77,181 | 67,947 | 57,882 | 48,423 | 37,752 | 28,363 |
| Debt Service Due | \$ 368,981 | \$ 359,747 | \$ 349,682 | \$ 340,223 | \$ 329,552 | \$ 320,163 |

| | | | | | | |
|---|-------------------|-----------------------|-----------------------|---------------------|-------------------|-------------------|
| TOTAL PROJECTED INCREASE/(DECREASE) TO FUND BALANCE BEFORE NOTABLE ITEMS or LARGE CAPITAL EXPENDITURES | \$ 226,319 | \$ (3,000,886) | \$ (1,030,178) | \$ (847,506) | \$ 456,735 | \$ 255,981 |
|---|-------------------|-----------------------|-----------------------|---------------------|-------------------|-------------------|

GENERAL FUND - FORECASTED UNASSIGNED BALANCE

| | FY2022 | Budget | | | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | | FY2023* | FY2024 | FY2025 | FY2026 | FY2027 |
| Beginning Unassigned Fund Balance | \$ 6,424,313 | \$ 6,545,483 | \$ 6,477,757 | \$ 6,907,199 | \$ 6,701,033 | \$ 5,287,568 |
| Less Available Cash needed for Capital Project | \$ - | \$ - | \$ (371,740) | \$ (843,380) | \$ (1,870,200) | \$ (1,570,200) |
| Add Appropriation for Restricted Funds - ARPA | \$ - | \$ 1,831,360 | \$ 1,831,360 | \$ 1,484,720 | \$ - | \$ - |
| Add Appropriations for Restricted Funds - Parkland & Powell Bill | \$ - | \$ 1,101,800 | \$ - | \$ - | \$ - | \$ - |
| Unassigned Fund Balance Available | \$ 6,424,313 | \$ 9,478,643 | \$ 7,937,377 | \$ 7,548,539 | \$ 4,830,833 | \$ 3,717,368 |
| Add Current Year Revenues over Expenditures | 490,151 | (2,641,139) | (680,496) | (507,283) | 786,287 | 576,144 |
| Total Available before Debt Service Payments | \$ 6,914,464 | \$ 6,837,504 | \$ 7,256,881 | \$ 7,041,256 | \$ 5,617,120 | \$ 4,293,512 |
| Less CY Debt Service Payments | \$ (368,981) | \$ (359,747) | \$ (349,682) | \$ (340,223) | \$ (329,552) | \$ (320,163) |
| Net Available Beginning of Next Fiscal Year | \$ 6,545,483 | \$ 6,477,757 | \$ 6,907,199 | \$ 6,701,033 | \$ 5,287,568 | \$ 3,973,349 |

- Note that in FY2023 capital purchases listed on the CIP were already included in the FY2023 Budget. For FY2024 through FY2027, CIP items were reduced by the amount of ARPA funds that were being appropriated for the year. These funds were unassigned to a department but were included in the projected expenses for these out years.

The Five-Year Financial Forecast as of FY2023 reveals a number of items that will be used for the future forecasting and planning for the Town. The plan needs to be updated annually due to the uncertainty of current economic conditions. Items to consider from the plan are:

- FY2023 shows a large increase in expenses over FY2022 due to the use of restricted fund balances which included ARPA funds, Powell Bill funds, and Fees in Lieu of Parkland which total \$2,933,160. The use of ARPA supplanted funds is included in FY2023 through FY2025 until all of the funds are expended.
- FY2022 and FY2023 have been heavily impacted by the current economic state and inflation rates. Employment costs for the town increased 9% over FY2022 due to a rising CPI over the past year. Costs for services also increased for this same reason. While the Town plans to maintain current operations and service levels in the next five years, the stability of the economy could affect our ability to keep up with these increases without a tax increase.
- ARPA funds are included in the projected expenses but have not been assigned to any department or purpose. The most probable use will be for capital expenditures so that the Town does not further decrease the unassigned fund balance remaining.
- The impact of adding in the CIP and how it further reduced fund balance.
- This is a living plan and should be used to determine effects of large capital investments on the Town's financial fund balance and overall financial stability.

Summary

- **Available fund balance remains above \$6M from FY2023 to the end of FY2025 due to the supplanted funds from ARPA.**
- **Once ARPA Funds are totally supplanted, the only funding source for CIP projects would be excess revenues over expenditures for the year or unassigned fund balance. The drop in unassigned fund balance is depicted above when CIP projects are added which begins in FY2025. While the new projects listed on the CIP would be additional expenditures, others listed such as police cameras, building maintenance, computer maintenance, and HVAC replacements are critical to maintain operations.**
- **If this trend is accurate, it will be necessary for the Town to use reserves to cover items on the CIP. There will not be excess revenue to enhance services due to the growth in the Town or for core operational needs.**
- **Union County's likely sewer capacity shortage in the near future has the potential to hinder Stallings tax base growth in the near future and thus effect Town revenues.**
- **By the end of FY2027, unassigned fund balance would be half of the balance at the end of FY2023. At that point, the Town would need to increase taxes for the Town to maintain healthy fund balances, continue to provide current service levels or continue to enhance services, and achieve the long-term goals of the Town.**

Enterprise Funds

Enterprise Funds account for business-type activities of the Town. These activities provide services where most of the costs are recovered through user fees or charges. The Town has two Enterprise Funds.

- Sewer Fund – received revenues from charges to property owners to provide sewer connection to the Union County-wide sewer system.
- Storm Water Fund - receives its revenues from annual charges to all property owners to fund storm water quality projects, operations and maintenance, capital improvements to the Town's storm water infrastructure system.

Sewer Fund Long Term Planning

Background

The Sewer fund was established when Union County offered to property owners of Stallings to pay a one-time fee to connect to the County-wide sewer system. Stallings collected the fees which have been held in escrow in this fund. The current balance held in escrow is \$7,959.31 which represents a handful of property owners that have not yet taken this election.

Long Term Planning

The fund will continue in perpetuity until these property owners have connected to the county's sewer system.

Storm Water Fund Long Term Planning

The Storm Water Fund was established for the accounting of the costs of operating and maintaining the Town's storm water infrastructure system.

The Storm Water Fund has consistently remained in sound financial condition from year to year due to effective management of the sources and uses of the Town's funds.

The Storm Water Fund has an unrestricted fund balance of \$1,292,799 at the end of FY2022. This balance continued to grow year over year as revenues for the fund exceed expenditures but did decrease in 2020 due to a transfer to the General Fund of \$208,000 for the construction of the underground water detention system at Town Hall.

Below is a summary of past and recent year-end fund balance reserves:

| Storm Water Fund | 2018 | 2019 | 2020 | 2021 | 2022 |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Net Position | | | | | |
| Net Investment in Capital Assets | 104,293 | 385,891 | 576,007 | 604,623 | 734,896 |
| Unassigned | 1,152,240 | 1,284,670 | 1,065,701 | 1,222,943 | 1,292,799 |
| Total Net Position | \$ 1,256,533 | \$ 1,670,561 | \$ 1,641,708 | \$ 1,827,566 | \$ 2,027,695 |

Sources of Storm Water Funds

The source of revenue in the Storm Water Fund are fees charges annually to all property owners. The fee structure is based on whether the property is for commercial or residential use.

Residential Storm Water Fee - \$46 per lot

Commercial Storm Water Fee - \$33 per ERU (Equivalent Residential Unit = 2,060 sq. ft.)

Fees are assessed annually and are billed and collected along with property taxes. Exhibit 4 below displays Storm Water Fund actual revenue from FY2017 through FY2021 and budget value for FY2022.

| | Revenue by Source | | | | | Unaudited FY2021 | Budget FY2022 |
|--|-------------------|--------------|---------------|--------------|--------------|---------------------|------------------|
| | FY2017 | FY2018 | FY2019 | FY2020 | | | |
| Storm Water Fees & Interest | \$ 488,516 | \$ 493,804 | \$ 474,935 | \$ 475,932 | \$ 477,030 | \$ 490,100 | |
| <i>YOY Change</i> | <i>1.48%</i> | <i>1.08%</i> | <i>-3.82%</i> | <i>0.21%</i> | <i>0.23%</i> | <i>2.74%</i> | |

Storm Water revenue is consistent from FY2018 through FY2022 except for the drop in FY2019. The fee structure for the Town has not been changed since 2014 which makes the revenue flow relatively unfluctuating as indicated. While the budget for FY2022 represents a 1.71% increase, management feels that the 0.99% average increase from FY2020 through FY2023 would be more conservative to use for projected revenues for this fund.

Use of Storm Water Funds

Expenditures from this fund are used for operation and maintenance, capital improvements, and infrastructure replacement relating specifically to the Town’s storm water system.

The Town stormwater control authority currently includes responsibility within the public right of way and in the design of new developments. Repair and maintenance beyond the right of way is the responsibility of the property owner or related HOA.

The Storm Water Fund expenditures fluctuate from year to year as depicted in Exhibit 5 below. These fluctuations are due to the number of storm water projects identified and remediated within the specific fiscal year. The Town has been building a reserve in the fund that would be large enough to repair 2 major storm water events. This amount has been identified by Council to be at \$1,000,000. From FY2018 to FY2022, the expenditures for the fund were less than the revenue for the year which built this reserve.

During FY2019 and FY2020, storm water expenditures increased due the number of storm water repairs completed by the Town as shown in Exhibit 5 below. The Town completed 24 storm water projects in FY2019, 26 projects in FY2020, 21 projects in FY2021, and 14 larger projects in FY2022. During the FY2023 budget process, Town Council appropriated an additional \$290,000 of storm water fund balance to address some of the 28 identified projects in the Town which is included in the expenses number below.

| | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | Budget FY2023 |
|--|------------|------------|------------|------------|------------|------------------|
| Storm Water Expenditures less contingency | \$ 182,369 | \$ 274,299 | \$ 296,785 | \$ 291,172 | \$ 410,668 | \$ 780,100 |
| <i>YOY Change</i> | -25.65% | 50.41% | 8.20% | -1.89% | 41.04% | 89.96% |

Storm Water Fund Long Term Planning

Based on the historical information analysis on sources and uses of funds, the following factors will be used for the five -year forecast model:

Rates to be used for the analysis:

Revenue (Sources) Escalation 1.0%

Expenditures (Uses) Escalation – Annually expenditures are budgeted to equal revenue with any excess at year-end adding to the net position of the fund. During FY2022 budgeting process, Council voted to include a contingency in the expenses that would have to be appropriated to be used that year. The budgeted contingency for FY2023 budget is \$88,300. Council also added an additional \$290,000 from Storm Water fund balance which increased maintenance and repair lines in the budget. For planning purposes, it is difficult to look at past increases since there was

a large fund balance appropriation for FY2023. Historically, the average increase from FY2018 to FY2022 was 14.42%. This would not be a realistic number to use unless the Town were to consider a storm water tax increase. Alternatively, the Town could budget in future years to spend what is collected in tax revenue and prioritize which projects will be addressed. With no tax increase, expense escalations will have to be minimal unless storm water fund balance is appropriated for future projects. For future projections from FY2023 and forward, an escalation of 3.0% will be used beginning with the FY2023 budgeted amount less \$290,000 for the storm water fund balance appropriation. An additional \$290,000 was added to each of the out years to try to address any larger maintenance projects that would exceed the normal budgeted expenditures.

These assumptions will be reviewed during the budget process and the five-year projection will be updated annually based on operations of the last fiscal year.

In FY 22-23, staff will evaluate the stormwater tax/fee structure to determine what adjustments might be appropriate. During budget workshops, concerns were expressed over whether current revenue levels are sustainable and whether our system is equitable. Currently, all residential properties pay the same rate regardless of the amount of impervious surface. Because more impervious surface typically means a greater impact on the public stormwater surface, jurisdictions often tier their fee structures based on the square foot of impervious surfaces.

Regarding stormwater fund balance levels, the Town's historic goal has been to maintain fund balance reserves at a minimum of \$1,000,000 to address unexpected stormwater projects. The rationale behind carrying such a significant level of reserves is that unexpected stormwater repairs have the potential to be very expensive. If multiple unexpectedly large projects happen in a single year, the Town would need the capacity to fund these unexpected repairs while continuing to address the more common stormwater repairs that are typical on an annual basis. If the Town did not have sufficient reserves to cover these costs, the Town would need to borrow money, choose not to make needed repairs, or increase the Storm Water fees to cover upcoming repairs. Ultimately, the Town should consider increasing the \$1,000,000 threshold as inflation has decreased the purchasing power of that amount as it was set years ago.

Storm Water Fund Five-Year Financial Plan As of 12/1/2022

STORM WATER FUND REVENUES and EXPENDITURES FORECASTS

| | <u>FY2022</u> | Budget | | | | |
|--|------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | | <u>FY2023</u> | <u>FY2024</u> | <u>FY2025</u> | <u>FY2026</u> | <u>FY2027</u> |
| SW Revenue Forecast | \$ 481,845 | \$ 490,100 | \$ 495,001 | \$ 499,951 | \$ 504,951 | \$ 510,001 |
| | | 1.71% | 1.00% | 1.00% | 1.00% | 1.00% |
| SW Expenditures | 410,668 | 401,800 | 413,854 | 426,270 | 439,058 | 452,229 |
| SW Appropriation for additional Expenditures | - | 290,000 | 290,000 | 290,000 | 290,000 | 290,000 |
| REVENUES OVER EXPENDITURES | \$ 71,177 | \$ (201,700) | \$ (208,853) | \$ (216,319) | \$ (224,107) | \$ (232,228) |

STORM WATER FUND - FORECASTED UNASSIGNED BALANCE

| | <u>FY2022</u> | Budget | | | | |
|---|---------------------|---------------------|-------------------|-------------------|-------------------|-------------------|
| | | <u>FY2023</u> | <u>FY2024</u> | <u>FY2025</u> | <u>FY2026</u> | <u>FY2027</u> |
| Beginning Balance | \$ 1,221,622 | \$ 1,292,799 | \$ 1,091,099 | \$ 882,246 | \$ 665,927 | \$ 441,821 |
| Current Year Revenues over Expenditures | \$ 71,177 | \$ (201,700) | \$ (208,853) | \$ (216,319) | \$ (224,107) | \$ (232,228) |
| ENDING UNASSIGNED BALANCE | \$ 1,292,799 | \$ 1,091,099 | \$ 882,246 | \$ 665,927 | \$ 441,821 | \$ 209,592 |

Summary

- Available fund balance decreases each year due to the storm water additional expenditures of \$290,000.
- In order to maintain \$1M in reserves for the storm water fund, there will be no choice but to increase the storm water fees, borrow money and incur those costs, or decrease stormwater services significantly.
- In FY 22-23, the Town will conduct an analysis to evaluate the stormwater tax/fee structure to determine what adjustments might be recommended to address the dual concerns expressed at budget workshops: financial sustainability of revenues and equitability.

Town of Stallings Meeting Dates 2023

Unless otherwise noted, all meetings are held in the
Stallings Government Center located at 321 Stallings Road.

JANUARY

| | | | |
|----|----------|----------------------|-----------|
| 9 | Monday | Town Council | 7:00 p.m. |
| 10 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 12 | Thursday | Stormwater | 6:00 p.m. |
| 17 | Tuesday | Planning Board | 7:00 p.m. |
| 23 | Monday | Public Safety | 5:30 p.m. |
| 23 | Monday | Town Council | 7:00 p.m. |
| 24 | Tuesday | Historical Committee | 6:00 p.m. |
| 26 | Thursday | Transportation | 6:00 p.m. |

FEBRUARY

| | | | |
|----|----------|----------------------|-----------|
| 9 | Thursday | Stormwater | 6:00 p.m. |
| 13 | Monday | Town Council | 7:00 p.m. |
| 14 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 21 | Tuesday | Planning Board | 7:00 p.m. |
| 23 | Thursday | Transportation | 6:00 p.m. |
| 27 | Monday | Public Safety | 5:30 p.m. |
| 27 | Monday | Town Council | 7:00 p.m. |
| 28 | Tuesday | Historical Committee | 6:00 p.m. |

MARCH

| | | | |
|----|----------|----------------------|-----------|
| 9 | Thursday | Stormwater | 6:00 p.m. |
| 13 | Monday | Town Council | 7:00 p.m. |
| 14 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 21 | Tuesday | Planning Board | 7:00 p.m. |
| 23 | Thursday | Transportation | 6:00 p.m. |
| 27 | Monday | Public Safety | 5:30 p.m. |
| 27 | Monday | Town Council | 7:00 p.m. |
| 28 | Tuesday | Historical Committee | 6:00 p.m. |

Town of Stallings Meeting Dates 2023

Unless otherwise noted, all meetings are held in the Stallings Government Center located at 321 Stallings Road.

APRIL

| | | | |
|-----|----------|----------------------|-----------|
| 11* | Tuesday | Town Council | 7:00 p.m. |
| 11 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 13 | Thursday | Stormwater | 6:00 p.m. |
| 18 | Tuesday | Planning Board | 7:00 p.m. |
| 24 | Monday | Public Safety | 5:30 p.m. |
| 24 | Monday | Town Council | 7:00 p.m. |
| 25 | Tuesday | Historical Committee | 6:00 p.m. |
| 27 | Thursday | Transportation | 6:00 p.m. |

**Due to Easter Monday*

MAY

| | | | |
|----|----------|----------------------|-----------|
| 8 | Monday | Town Council | 7:00 p.m. |
| 9 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 11 | Thursday | Stormwater | 6:00 p.m. |
| 16 | Tuesday | Planning Board | 7:00 p.m. |
| 22 | Monday | Public Safety | 5:30 p.m. |
| 22 | Monday | Town Council | 7:00 p.m. |
| 23 | Tuesday | Historical Committee | 6:00 p.m. |
| 25 | Thursday | Transportation | 6:00 p.m. |

JUNE

| | | | |
|----|----------|----------------------|-----------|
| 8 | Thursday | Stormwater | 6:00 p.m. |
| 12 | Monday | Town Council | 7:00 p.m. |
| 13 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 20 | Tuesday | Planning Board | 7:00 p.m. |
| 22 | Thursday | Transportation | 6:00 p.m. |
| 26 | Monday | Public Safety | 5:30 p.m. |
| 26 | Monday | Town Council | 7:00 p.m. |
| 27 | Tuesday | Historical Committee | 6:00 p.m. |

Town of Stallings Meeting Dates 2023

Unless otherwise noted, all meetings are held in the Stallings Government Center located at 321 Stallings Road.

JULY

| | | | |
|----|----------|----------------------|-----------|
| 10 | Monday | Town Council | 7:00 p.m. |
| 11 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 13 | Thursday | Stormwater | 6:00 p.m. |
| 18 | Tuesday | Planning Board | 7:00 p.m. |
| 24 | Monday | Public Safety | 5:30 p.m. |
| 25 | Tuesday | Historical Committee | 6:00 p.m. |
| 27 | Thursday | Transportation | 6:00 p.m. |

AUGUST

| | | | |
|----|----------|----------------------|-----------|
| 8 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 10 | Thursday | Stormwater | 6:00 p.m. |
| 14 | Monday | Town Council | 7:00 p.m. |
| 15 | Tuesday | Planning Board | 7:00 p.m. |
| 22 | Tuesday | Historical Committee | 6:00 p.m. |
| 24 | Thursday | Transportation | 6:00 p.m. |
| 28 | Monday | Public Safety | 5:30 p.m. |

SEPTEMBER

| | | | |
|----|----------|----------------------|-----------|
| 11 | Monday | Town Council | 7:00 p.m. |
| 12 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 14 | Thursday | Stormwater | 6:00 p.m. |
| 19 | Tuesday | Planning Board | 7:00 p.m. |
| 25 | Monday | Public Safety | 5:30 p.m. |
| 25 | Monday | Town Council | 7:00 p.m. |
| 26 | Tuesday | Historical Committee | 6:00 p.m. |
| 28 | Thursday | Transportation | 6:00 p.m. |
| | | | |

Town of Stallings Meeting Dates 2023

Unless otherwise noted, all meetings are held in the
Stallings Government Center located at 321 Stallings Road.

OCTOBER

| | | | |
|-----|----------|----------------------|-----------|
| 10* | Tuesday | Town Council | 7:00 p.m. |
| 10 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 12 | Thursday | Stormwater | 6:00 p.m. |
| 17 | Tuesday | Planning Board | 7:00 p.m. |
| 23 | Monday | Public Safety | 5:30 p.m. |
| 23 | Monday | Town Council | 7:00 p.m. |
| 24 | Tuesday | Historical Committee | 6:00 p.m. |
| 26 | Thursday | Transportation | 6:00 p.m. |

**Due to Columbus Day Holiday*

NOVEMBER

| | | | |
|----|----------|--------------------|-----------|
| 9 | Thursday | Stormwater | 6:00 p.m. |
| 13 | Monday | Town Council | 7:00 p.m. |
| 14 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 14 | Tuesday | Planning Board | 7:00 p.m. |
| 16 | Thursday | Transportation | 6:00 p.m. |
| 27 | Monday | Town Council | 7:00 p.m. |

DECEMBER

| | | | |
|----|----------|--------------------|-----------|
| 11 | Monday | Town Council | 7:00 p.m. |
| 12 | Tuesday | Parks & Recreation | 6:00 p.m. |
| 12 | Tuesday | Planning Board | 7:00 p.m. |
| 14 | Thursday | Stormwater | 6:00 p.m. |
| 28 | Thursday | Transportation | 6:00 p.m. |



Holiday Schedule 2023

| 2023 Holiday(s) | Date(s) | Day(s) of the Week |
|-----------------------------|------------------------|-----------------------------------|
| New Year's Day | January 2 | Monday |
| MLK, Jr. Birthday | January 16 | Monday |
| Good Friday | April 7 | Friday |
| Memorial Day | May 29 | Monday |
| Independence Day | July 4 | Tuesday |
| Labor Day | September 4 | Monday |
| Columbus Day | October 9 | Monday |
| Veteran's Day | November 10 | Friday |
| Thanksgiving | November 23 & 24 | Thursday & Friday |
| Christmas | December 25, 26, 27 | Monday, Tuesday, and Wednesday |



MEMO

To: Town Council
From: Alex Sewell, Town Manager
Date: 12/8/22
RE: Annual Retreat

Purpose: Regarding the 2023 Annual Retreat, this memorandum's purpose is to seek Council approval of the date, facilitator, general approach, and location.

Background:

- The Town Council holds a special meeting each year, known as the Annual Retreat, for the purpose of planning for the upcoming year.
- The Annual Retreat is important because it allows the Town Council to establish its official priorities for the year, provides staff with direction on which priorities to work towards, and serves as an opportunity for Town officials to step back from the micro issues and think big picture.

2023 Annual Retreat Action Items:

- **Date** – The recommended date for the Annual Retreat is Saturday, February 4, 2023. Alternatively, another available date is February 25, 2023. Proposed time would be the same as the last Annual Retreat (9:00 AM to 3:00 PM (although we finished early last year)).
- **Facilitator** – The recommended facilitator is Curt Walton (former Charlotte City Manager). Mr. Walton facilitated the 2022 Annual Retreat and feedback was very positive on his performance. Mr. Walton has agreed to provide this service at the same cost.
- **General Approach** – A similar approach to the 2022 Annual Retreat is recommended. Specifically:
 - Mr. Walton would:
 - Interview the Mayor and Town Council members individually in advance of the February 2023 retreat to determine top priorities, areas of concern and areas of opportunity;
 - Synthesizing information from these interviews into a report to be presented to the Mayor, Town Council and Town Manager at least one week prior to the scheduled Retreat;
 - Facilitating the 2023 Annual Retreat for the Town of Stallings in February 2023, including:

- Presenting the information gathered from individual meetings with the Mayor and Town Council;
 - Highlighting any changes from the 2022 priorities to the 2023 priorities;
 - Integrating the impact of that information on the 2023 workplan;
 - Determining the most important immediate next steps to guide the work of the elected officials and Town staff; and
 - Determine additional steps, if any, of multi-year priorities extending beyond 2023.
- The actual detailed agenda of the Annual Retreat will be shaped based on the discussions between Council Members and Mr. Walton.
- Location – It is recommended that the Annual Retreat be held in the lobby of the Government Center (or anywhere else that is outside of the normal Council Chambers).

TOWN OF STALLINGS

THIS AGREEMENT (hereinafter the "Agreement") is made and entered into this 13th day of December 2022, by and between the Town of Stallings, a North Carolina municipal corporation, hereinafter referred to as the "TOWN," and Walton & Hall, LLC, hereinafter referred to as the "CONSULTANT."

WITNESSETH

WHEREAS, the TOWN desires to retain and engage the CONSULTANT to perform certain professional services hereinafter described, and further that the parties hereto desire to reduce the terms of this Agreement to writing.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed upon by the parties, and in further consideration of the covenants and representations contained herein, the parties agree as follows:

1. Term of Agreement. The term of this Agreement shall commence as of the date set forth above and continue to March 31, 2023 (date certain) unless sooner terminated as provided herein. In the event that any Work, Service, Object, or value, contemplated within the Scope of Work of the Agreement, was provided by the CONSULTANT to the TOWN and with the TOWN's consent, prior to the execution of this Agreement, then the terms of this Agreement shall also govern all aspects of provision of that Work, Service, Object, or value, unless such provision was governed by a previously written, valid, and executed Agreement between the Parties.

2. Consultant's Services. The CONSULTANT hereby agrees to perform, in a manner satisfactory to the TOWN, professional and timely services as set forth in Exhibit "A" attached hereto and incorporated herein by this reference. The parties agree that only the terms and conditions outlined in this Agreement, not those described or referenced by Exhibit "A," shall apply unless explicitly stated otherwise in the body of this Agreement.

3. Compensation to Consultant. The TOWN hereby agrees to pay to CONSULTANT the amount not to exceed Four Thousand Five Hundred Dollars (\$4,500.00) for services as provided herein and outlined in Exhibit A.. In the event that CONSULTANT should fail to provide the services as set forth above, TOWN shall be entitled to a refund of its payment(s) to CONSULTANT. Full payment will be made within 30 days following completion of the February 2023 annual retreat. Expenses related to the annual retreat (location, flip charts, supplies, meals, etc.) will be at the cost of the TOWN. Walton & Hall does not anticipate the request for reimbursement of other expenses (mileage, meals, etc.) and will not submit a request for reimbursement without the prior approval of the Town Manager.

4. Termination. TOWN shall have the right to terminate this Agreement at any time and without cause upon thirty (30) days written notice to the other party.

5. Records. The TOWN has the right to audit all records pertaining to this Agreement both during its performance and after its completion. Further, upon termination of this Agreement, the CONSULTANT shall deliver to the TOWN all records, notes, memorandum, data, documents, or any other materials produced by CONSULTANT in connection with services rendered pursuant to this Agreement. If compensation for expenses shall be provided to CONSULTANT, the CONSULTANT shall maintain all expense charge documents for a period of one (1) year following the completion of this agreement and said documents shall only be forwarded to the TOWN upon request.

6. Independent Consultant. This Agreement does not create an employee/employer relationship between the parties. It is the intention of the parties that the CONSULTANT will be an independent consultant and not the TOWN's employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the federal Internal Revenue Code, the provisions of the North Carolina revenue and taxation laws, the North Carolina Wage and Hour Act, the North Carolina Workers' Compensation Act, and the provisions of the North Carolina Employment Security Law. The CONSULTANT will retain sole and absolute discretion in the judgment of the manner and means of conducting the CONSULTANT's activities and responsibilities hereunder. The CONSULTANT agrees that he is a separate and independent enterprise from the TOWN; and that the CONSULTANT has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the services described herein. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the TOWN, and the TOWN will not be liable for any obligation incurred by the CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

7. Release and Indemnity. To the fullest extent permitted by law, CONSULTANT shall release, indemnify, keep and save harmless the TOWN, its agents, officials and employees, from any and all responsibility or liability for any and all damage or injury of any kind or nature whatever (including death resulting therefrom) to all persons, whether agents, officials or employees of the TOWN or third persons, and to all property proximately caused by, directly or indirectly, the performance or nonperformance by CONSULTANT (or by any person acting for CONSULTANT or for whom CONSULTANT is or is alleged to be in any way responsible), whether such claim may be based in whole or in part upon contract, tort (including alleged active or passive negligence or participation in the wrong), or upon any alleged breach of any duty or obligation on the part of CONSULTANT, its agents, officials and employees or otherwise. The provisions of this Section shall include any claims for equitable relief or for damages (compensatory or punitive) against the TOWN, its agents, officials, and employees including alleged injury to the business of any claimant and shall include any and all losses, damages, injuries, settlements, judgments, decrees, awards, fines, penalties, claims, costs, and expenses. Expenses as used herein shall include without limitation

the costs incurred by the TOWN, its agents, officials, and employees, in connection with investigating any claim or defending any action and shall also include reasonable attorneys' fees by reason of the assertion of any such claim against the TOWN, its agents, officials or employees. CONSULTANT expressly understands and agrees that any performance bond or insurance protection required by this agreement, or otherwise provided by the CONSULTANT, shall in no way limit CONSULTANT's responsibility to release, indemnify, keep, and save harmless and defend the TOWN as herein provided. The intention of the parties is to apply and construe broadly in favor of the TOWN the foregoing provisions subject to the limitations, if any, set forth in N.C.G.S. 22B-1.

8. Representatives of the Parties. Alex Sewell, Town Manager, is designated as the TOWN's contract administrator for this Agreement. The contract administrator shall be responsible for monitoring the CONSULTANT's performance, coordinating the CONSULTANT's activities, approving all administrative requests by the CONSULTANT, and approving all payments to the CONSULTANT pursuant to this Agreement. Further, any notice required to the TOWN under this Agreement shall be sufficient if mailed to the TOWN by certified mail as indicated below:

Alex Sewell, Town Manager
Town of Stallings
315 Stallings Road
Stallings, NC 28104

Curt Walton shall be the CONSULTANT's representative for this Agreement. Any notice required to the CONSULTANT under this Agreement shall be sufficient if mailed to the CONSULTANT by certified mail as indicated below:

Curt Walton
Walton & Hall, LLC
8022 Providence Road, Suite 500, Box 204
Charlotte, NC 28277

9. Insurance Requirements.

A. Commercial General Liability

1. CONSULTANT shall maintain Commercial General Liability (CGL) and if necessary, Commercial Umbrella Liability insurance with a total limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location, or the general aggregate shall be twice the required limit.
2. CGL insurance shall be written on Insurance Services Office (ISO) "occurrence" form CG 00 01 covering Commercial General Liability or its equivalent and shall cover the liability arising from premises, operations, independent CONSULTANTS, products-completed operations, personal and

- advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
3. The TOWN, its officers, officials, agents, and employees are to be covered as additional insureds under the CGL by endorsement CG 20 10 or CG 20 33 and CG 20 37 or an endorsement providing equivalent coverage as respects to liability arising out of activities performed by or on behalf of the CONSULTANT; products and completed operations of the CONSULTANT; premises owned, leased or used by the CONSULTANT; and under the commercial umbrella, if any. The coverage shall contain no special limitations on the scope of protection afforded to the TOWN, its officers, officials, agents, and employees.
 4. There shall be no endorsement or modification of the CGL or Umbrella Liability limiting the scope of coverage for liability arising from explosion, collapse, underground property damage, or damage to the named insured's work, when those exposures exist.
 5. The CONSULTANT's Commercial General Liability insurance shall be primary as respects the TOWN, its officers, officials, agents, and employees. Any other insurance or self-insurance maintained by the TOWN, its officers, officials, and employees shall be excess of and not contribute with the CONSULTANT's insurance.
 6. The insurer shall agree to waive all rights of subrogation against the TOWN, its officers, officials, agents, and employees for losses arising from work performed by the CONSULTANT for the TOWN.
- B. Business Auto Liability
1. CONSULTANT shall maintain Business Auto Liability and, if necessary, Commercial Umbrella Liability insurance with a limit of not less than \$1,000,000 each accident.
 2. Such insurance shall cover liability arising out of any auto, including owned, hired, and non-owned autos.
 3. Business Auto coverage shall be written on ISO form CA 00 01, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in ISO form CA 00 01.
 4. Pollution liability coverage equivalent to that provided under the ISO pollution liability-broadened coverage for covered autos endorsement (CA 99 48) shall be provided, and the Motor Carrier Act endorsement (MCS 90) shall be attached when those exposures exist.
 5. CONSULTANT waives all rights against the TOWN, its officers, officials, agents, and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by CONSULTANT pursuant to Section 11.C.1 of this agreement.
 6. The CONSULTANT's Business Auto Liability insurance shall be primary as respects the TOWN, its officers, officials, agents, and employees. Any other

insurance or self-insurance maintained by the TOWN, its officers, officials, and employees shall be excess of and not contribute with the CONSULTANT's insurance.

C. Professional Liability Insurance

1. CONSULTANT shall maintain in force for the duration of this contract professional liability or errors and omissions liability insurance appropriate to the CONSULTANT's profession. Coverage as required in this paragraph shall apply to liability for a professional error, act, or omission arising out of the scope of the CONSULTANT's services as defined in this contract. Coverage shall be written subject to limits of not less than \$1,000,000 per claim.
2. If coverage required in paragraph 1 above is written on a claims-made basis, the CONSULTANT warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this contract.

D. Deductibles and Self-Insured Retentions

The CONSULTANT shall be solely responsible for the payment of all deductibles to which such policies are subject, whether or not the TOWN is an insured under the policy.

E. Miscellaneous Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. Each insurance policy required by this contract shall be endorsed to state that coverage shall not be canceled by either party except after 30 days prior written notice has been given to the TOWN.
2. If CONSULTANT's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

F. Acceptability of Insurers

Insurance is to be placed with insurers licensed to do business in the State of North Carolina with an A.M. Best's rating of no less than A VII unless the TOWN has granted specific approval.

G. Evidence of Insurance

1. The CONSULTANT shall furnish the TOWN with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements prior to commencing the work, and thereafter upon renewal or replacement of each certified coverage until all operations under this contract are deemed complete.

2. Evidence of additional insured status shall be noted on the certificate of insurance as per requirements in Section 9.
3. With respect to insurance maintained after final payment in compliance with requirements, an additional certificate(s) evidencing such coverage shall be provided to the TOWN with final application for payment and thereafter upon renewal or replacement of such insurance until the expiration of the period for which such insurance must be maintained.

H. Conditions

1. The insurance required for this contract must be on forms acceptable to the TOWN.
2. The CONSULTANT shall provide that the insurance contributing to satisfaction of insurance requirements in Section 9. Minimum Scope and Insurance Requirements shall not be canceled, terminated, or modified by the CONSULTANT without prior written approval of the TOWN.
3. The CONSULTANT shall promptly notify the Safety & Risk Manager of any accidents arising in the course of operations under the contract causing bodily injury or property damage.
4. The TOWN reserves the right to obtain complete, certified copies of all required insurance policies, at any time.
5. Failure of the TOWN to demand a certificate of insurance or other evidence of full compliance with these insurance requirements or failure of the TOWN to identify a deficiency from evidence that is provided shall not be construed as a waiver of CONSULTANT's obligation to maintain such insurance.
6. By requiring insurance herein, the TOWN does not represent that coverage and limits will necessarily be adequate to protect the CONSULTANT and such coverage and limits shall not be deemed as a limitation of CONSULTANT's liability under the indemnities granted to the TOWN in this contract.
7. The TOWN shall have the right, but not the obligation of prohibiting CONSULTANT or any sub consultant from entering the project site or withhold payment until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the TOWN.

10. No Presumption. None of the Parties shall be considered the drafter of this Agreement or any provision hereof for the purpose of any statute, case law, or rule of interpretation or construction that would or might cause any provision to be construed against the drafter hereof. This Agreement was drafted with substantial input by all Parties and their counsel, and no reliance was placed on any representations other than those contained herein.

11. Entire Agreement and Amendment. This Agreement, including any Exhibits attached, which are incorporated herein and made a part hereof, constitutes the entire contract between the parties, and no warranties, inducements, considerations, promises or other inferences shall be implied or impressed upon this Agreement that are not set forth herein. This Agreement shall not be altered or amended except in writing signed by all Parties.

12. No Assignment. No party shall sell or assign any interest in or obligation under this Agreement without the prior express written consent of all the parties.

13. Conflict of Interest. No paid employee of the TOWN shall have a personal or financial interest, direct or indirect, as a contracting party or otherwise, in the performance of this Agreement.

14. Non-Waiver of Rights. It is agreed that the TOWN's failure to insist upon the strict performance of any provision of this Agreement, or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any rights under this Agreement.

15. Binding Effect. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

16. Reference. Use of the masculine includes feminine and neuter, singular includes plural; and captions and headings are inserted for convenience of reference and do not define, describe, extend, or limit the scope of intent of this Agreement.

17. Interpretation/Governing Law. All of the terms and conditions contained herein shall be interpreted in accordance with the laws of the State of North Carolina without regard to any conflicts of law principles and subject to the exclusive jurisdiction of federal or state courts within the State of North Carolina. In the event of a conflict between the various terms and conditions contained herein or between these terms and other applicable provisions, then the more particular shall prevail over the general and the more stringent or higher standard shall prevail over the less stringent or lower standard. The place of this Agreement, its situs and forum, shall be Monroe, Union County, North Carolina, and in said County and State shall all matters, whether sounding in contract or tort relating to the validity, construction, interpretation, or enforcement of this Agreement be determined.

18. Saving Clause. If any section, subsection, paragraph, sentence, clause, phrase, or portion of this Agreement is for any reason held invalid, unlawful, or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

19. Time. Time is of the essence in this Agreement and each and all of its provisions.

20. Immunity Not Waived. This Agreement is governmental in nature, for the benefit of the public. CONSULTANT acknowledges that City reserves all immunities, defenses, rights, or actions arising out of City's sovereign status under applicable law. No waiver of any such immunities, defenses, rights, or actions shall be implied or otherwise deemed to exist by reason of TOWN's entry into this Agreement.

21. Non-Appropriation. In the event no TOWN funds or insufficient TOWN funds are appropriated or otherwise available by any means whatsoever in any fiscal year for any payment due under this Agreement, then the TOWN will immediately notify CONSULTANT of such occurrence and this Agreement shall create no further obligation of the TOWN as to such fiscal year and shall be null and void, except as to the portions of payments for which funds shall have been appropriated and budgeted. In such event, this Agreement shall terminate on the last day of the fiscal year for which appropriations were received without penalty or expense to the TOWN of any kind whatsoever.

22. TOWN to Act. Each of the persons executing this Agreement on behalf of CONSULTANT does hereby covenant, warrant, and represent that the CONSULTANT is a duly organized and validly existing legal entity authorized to transact business within the State of North Carolina, that the CONSULTANT has full right and TOWN to enter into this Agreement, and that each and all persons signing on behalf of the CONSULTANT were authorized to do so.

23. Non-Discrimination. CONSULTANT will take affirmative action not to discriminate against any employee or applicant for employment or otherwise illegally deny any person participation in or the benefits of the program which is the subject of this agreement because of race, creed, color, sex, age, disability, or national origin. To the extent applicable, CONSULTANT will comply with all provisions of Executive Order No. 11246 the Civil Rights Act of 1964, (P.L. 88-352) and 1968 (P.L. 90-284), and all applicable federal, state, and local laws, ordinances, rules, regulations, orders, instructions, designations, and other directives promulgated to prohibit discrimination. Violation of this provision, after notice, shall be a material breach of this agreement and may result, at TOWN's option, in a termination or suspension of this agreement in whole or in part.

24. Counterparts. This Agreement may be executed in several counterparts, including separate counterparts. Each shall be an original, but all of them together constitute the same instrument.

25. No Publicity. No advertising, sales promotion or other materials of the CONSULTANT or its agents or representations may identify or reference this Contract or the TOWN in any manner absent the written consent of the TOWN. Notwithstanding the forgoing, the parties agree that the CONSULTANT may list the TOWN as a reference in responses to requests for proposals and may identify the TOWN as a customer in presentations to potential customers.

26. TOWN Not Liable For Special or Consequential Damages. The TOWN shall not be liable to the CONSULTANT, its agents or representatives or any subcontractor for or on account of any stoppages or delay in the performance of any obligations of the TOWN, or any other consequential, indirect, or special damages or lost profits related to this Contract.

27. Public Records. CONSULTANT acknowledges that the TOWN is a public entity, subject to North Carolina's public records laws (N.C. Gen. Stat. 132) and that any

documents related to this Agreement may be subject to disclosure pursuant to state law in response to a public records request or to subpoena or other judicial process.

If CONSULTANT believes documents related to the Agreement contain trade secrets or other proprietary data, CONSULTANT must notify the TOWN and include with the notification a statement that explains and supports CONSULTANT'S claim. CONSULTANT also must specifically identify the trade secrets or other proprietary data that CONSULTANT believes should remain confidential.

In the event the TOWN determines it is legally required to disclose pursuant to law any documents or information CONSULTANT deems confidential trade secrets or proprietary data, the TOWN, to the extent possible, will provide CONSULTANT with prompt written notice by certified mail, fax, email, or other method that tracks delivery status of the requirement to disclose the information so CONSULTANT may seek a protective order from a court having jurisdiction over the matter or obtain other appropriate remedies. The notice will include a time period for CONSULTANT to seek court ordered protection or other legal remedies as deemed appropriate by CONSULTANT. If CONSULTANT does not obtain such court ordered protection by the expiration of said time period, the TOWN may release the information without further notice to CONSULTANT.

28. Minority Business Enterprise (MBE). Not Applicable.

IN WITNESS WHEREOF, the TOWN and the CONSULTANT have each executed this Agreement in duplicate originals, one of which shall be retained by each of the parties.

TOWN OF STALLINGS

By: _____
Alex Sewell, Executive Director

Date: _____

This ___ day of _____, 20__.

WALTON & HALL, LLC

By: _____

Date: _____

EXHIBIT A

SCOPE OF WORK

Walton & Hall will be represented by Co-Founder and Principal Curt Walton during this engagement with the Town of Stallings. Walton & Hall proposes its role in this engagement as follows:

Support the Town of Stallings and its Mayor, Town Council and Town Manager by facilitating the identification and discussion of goals deemed most important to the success of the Town of Stallings in 2023 and beyond, including:

- a. Interviewing the Mayor and Town Council members individually in advance of the February 2023 retreat to determine top priorities, areas of concern and areas of opportunity;
- b. Synthesizing information from these interviews into a report to be presented to the Mayor, Town Council and the Town Manager at least one week prior to the scheduled retreat;
- c. Facilitating the annual retreat for the Town of Stallings in February 2023, including:
 - i. Presenting the information gathered from individual meetings with the Mayor and Town Council;
 - ii. Highlighting any changes from the 2022 priorities to the 2023 priorities;
 - iii. Integrating the impact of that information on the 2023 workplan;
 - iv. Determining the most important immediate next steps to guide the work of the elected officials and Town staff;
 - v. Determining additional steps, if any, of multi-year priorities extending beyond 2023.