



STALLINGS TOWN COUNCIL  
A G E N D A  
November 13, 2017 7:00 p.m.

Invocation, Pledge of Allegiance and meeting called to order

Special Recognitions

- Mr. Richard Baker, Stallings Planning Board
- Stallings Police Department, Community Policing

Public Comments

Council will consider and take possible action on the following

Suggested  
starting time

- 7:20 1. Approval of Consent Agenda Items
- A. Minutes of the following meetings:
    - (1) 10-09-17
    - (2) 10-09-17 – closed
    - (3) 10-23-17 – special
  - B. Tax Releases totaling \$79.00

(All items on the Consent Agenda are considered routine, to be enacted by one motion. If a member of the governing body requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.)

**Action Requested:** Motion to approve Consent Agenda

- 7:23 2. Reports
- A. Report from the Mayor
  - B. Reports from Council Members/Town Committees
  - C. Report from Town Manager/Town Departments

- 7:45 3. Agenda Approval

- 7:47 4. Joint Resolution Opposing Old Monroe Road Superstreet Design  
**Action Requested:** Adopt resolution

- 7:50 5. Greenway Grant Opportunity  
*Town Planner Lynne Hair*  
**Discussion and Possible Action**

- 8:05 6. Potters/Pleasant Plains Intersection Improvements  
Resolution for Condemnation  
**Action Requested:** Adopt resolution

- 8:15 7. Master Committee Ordinance  
**Discussion and Possible Adoption**
- 8:30 8. Street Naming for New Roads Due to Expressway Construction  
**Action Requested:** Approve street names
- 8:45 9. Town Manager Search Committee Update
- 8:50 10. Closed Sessions  
A. NCGS 143-318.11(a)(5)  
B. NCGS 143-318.11(a)(6)
- 9:15 11. Adjournment

**STALLINGS TOWN COUNCIL**  
**Motion Page Addendum**  
**November 13, 2017**

<b>Agenda Item</b>	<b>Motion Options</b>
<b>1</b>	I make the motion to: (1) Approve the Consent Agenda as presented; <b>or</b> (2) Approve the Consent Agenda with the following changes: _____.
<b>3</b>	I make the motion to: (1) Approve the Agenda as presented; <b>or</b> (2) Approve the Agenda with the following changes: _____.
<b>4</b>	I make the motion to adopt the Joint Resolution with the Towns of Matthews and Indian Trail Opposing the Old Monroe Road Superstreet Design.
<b>6</b>	I make the motion to adopt the resolution of condemnation for parcel 6, PEF & KFF, LLC, of the Potters/Pleasant Plains Intersection Improvement Project.
<b>7</b>	I make the motion adopt the Master Committee Ordinance.
<b>10</b>	I make the motion to go into closed session pursuant to NCGS 143-318.11(a)(5) and (6).
<b>11</b>	I make the 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 9, 2017, at 7:00 p.m. at the Stallings Town Hall, 315 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore Regis Griffin; Council Members Rocky Crenshaw, Kathy Heyse, Deborah Romanow, David Scholl, and Shawna Steele.

Staff present were: Erinn Nichols, Interim Town Manager; Emily Hughes, Deputy Town Clerk and Communications Specialist; Chris Easterly, Town Engineer; Lynne Hair, Town Planner; Max Hsiang, Planning Technician; and Minor Plyer, Chief of Police Marsha Gross, Finance Officer.

Invocation, Pledge of Allegiance and meeting called to order

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

Public Comments

No one was present for public comment.

Special Presentation

Mayor Dunn recognized Mark and Nancy Franza for their work and dedication to the Town. They were presented various gifts from the Town Council and Town staff for their work on the Planning Board and Parks and Recreation Committee respectively. The Mayor presented Mark and Nancy Proclamation of Appreciation. These proclamations are attached to these minutes and therefore incorporated herein.

1. Approval of Consent Agenda Items

A. Minutes of the following meetings:

- (1) 08-03-17 – special
- (2) 08-14-17
- (3) 08-14-17 – closed
- (4) 08-24-17 – special
- (5) 09-11-17
- (6) 09-11-17 – closed

Council Member Griffin made the motion to approve the Consent Agenda as presented. The motion was seconded by Council Member Romanow which passed unanimously by Council.

B. Tax Releases in the amount of \$33.12

Council Member Griffin made the motion to approve the tax releases of \$33.12. The motion was seconded by Council Member Romanow which passed unanimously by Council.

2. Reports

A. Report from the Mayor

Mayor Dunn reported that Dennis Moser showed an interest in selling five acres of property off of Matthews-Indian Trail Road for \$250,000 and wanted to partner with Stallings and possibly Union County. Mr. Moser was also getting commitments from hotels.

Mayor Dunn also stated he would contact the state legislature regarding the Old Monroe Road Superstreet opposition. He has also received confirmation from Senator Tucker that the hotel tax for Stallings would be presented during the short session.

B. Reports from Council Members/Town Committees

Council Member Scholl reported that the Expressway Bridge in Stallings was progressing quickly. He also reported that the Website Committee met with Mia Holshouser with Granite Sky to discuss the design of the new website. He mentioned that the Town Manager Search Committee was meeting to review the resumes that were received. Approximately 28 resumes had been received.

Council Member Steele had no report.

Council Member Griffin reported that he would be requesting the addition of a closed session so that Council can clarify some questions from the Town Manager Search Committee.

Council Member Crenshaw reported that Stallings Fest would be on October 21 from 12-8 p.m. and Shred Day would be October 28 at Town Hall from 9 a.m.-12 p.m.

Council Member Heyse felt it was an exciting time to be on the Council.

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

Interim Town Manager Erinn Nichols reported on the following items:

- The new sound system in Stallings Park was installed and working in time for Stallings Fest. Staff would be trained on the new system.
- Ashley Platts, Parks and Recreation Director, had doubled the number of vendors participating in Stallings Fest this year. Bands would also be playing throughout the event.
- The Town would have a prize wheel at Stallings Fest where logoed prizes and giveaways would be available throughout the event.
- Kim Jones was introduced as the new Senior Administrative Assistant.
- The Police Department renovations were in progress and the contractors were working on a 60-day completion date.
- The Comprehensive Annual Financial Report (CAFR) was almost complete and on track to be submitted before November 1.
- The Comprehensive Land Use Plan (CLUP) had been given to all Council Members. The CLUP would be on the October 23 Agenda for adoption.
- There were no further issues with the water barriers in the Forest Park subdivision. Long term solutions for traffic in that subdivision would be presented at the next Council meeting.
- The personal invitations to the Union County Economic Development 2017 In The Know event about the Expressway Development would be sent out to Council Members soon.
- Regarding the lighting on the Expressway overpasses, the edge of the roadways would have 40 foot single arm led light; in the median, there would be dual arm led lights; and under the bridge, there would be square led path lights. Visuals would be available for Council provided by NCDOT. The overpass road names would also be recessed and in black lettering.

Town Attorney Cox reported that she had been working with Town Engineer Chris Easterly on the right-of-way acquisitions for the Potters/Pleasant Plain project. There were 39 parcels.

### 3. Agenda Approval

Council Member Griffin requested to add Agenda Item 9.A., *Manager Search Committee Update*, and Agenda Item 9.B., *Closed Session Pursuant to NCGS 143-318.11(a)(6)*. Council Member Griffin made the motion to approve the Agenda with the amendments stated above. The motion was seconded by Council Member Romanow which passed unanimously by Council.

4. Financial Update

Finance Officer Marsha Gross presented the Town's financial update to the Council. The Town's current revenue collection was \$6.978 million for the year. The expenses to-date for the Town were \$1.692 million. All departments were in good financial health at the present time.

5. Policies, Volume 2 – Miscellaneous Policies

Interim Town Manager Erinn Nichols presented *Policies, Volume 2, Miscellaneous Policies* to the Council. Council Member Griffin made the motion to adopt *Policies, Volume 2, Miscellaneous Policies*. The motion was seconded by Council Member Romanow which passed unanimously by Council.

6. Policies, Volume 4 – Emergency Response Plan

Interim Town Manager Erinn Nichols presented *Policies, Volume 4, Emergency Response Plan* to the Council which had been written and vetted by the Public Safety Advisory Committee. Council Member Griffin made the motion to adopt *Policies, Volume 4, Emergency Response Plan*. The motion was seconded by Council Member Romanow which passed unanimously by Council.

7. Ordinance Amendment to Truck Traffic Through Forest Park Subdivision

The Ordinance Amendment to Truck Traffic Through Forest Park Subdivision added White Oak Lane to the list of streets which prohibits truck traffic class 7 or higher. Council Member Steele read the Ordinance Amendment into the record. The ordinance was seconded by Council Member Griffin which passed unanimously by Council. The Ordinance Amendment to Truck Traffic Through Forest Park Subdivision is attached to these minutes and therefore incorporated herein.

8. Master Committee Ordinance

Interim Town Manager Nichols discussed the structure of the committees and asked Council for a decision on committee term limits and committees purposes. Council discussed the Master Committee Ordinance. Ms. Nichols stated she would make those changes and bring the document back to Council for review.

9. Road Names Suggestions for New Roads Due To Bypass

Mrs. Nichols presented the road name suggestions for new roads due to the Bypass

Construction to the Council. The Council reviewed the suggestions received through the public submission period. The Council held consensus on the following names:

- SRRT1 - Guion Lane
- SRLT 3 - Stallings Commerce Drive
- SR16 - Sweet Birch Drive
- Y111 - McKee Road
- Y111A - McKee Road
- Y114 and SR2 – name at a future meeting

9.A. Manager Search Committee

Council Member Griffin discussed the open Town Manager position. The Committee received 26 resumes for the position. The Council discussed the preferred characteristics of the applicants. The Council discussed the possibility of voting on the new Town Manager within the next few months.

9.B. Closed Session Pursuant to NCGS 143-318.11(a)(5)

Council Member Griffin made the motion to go into Closed Session Pursuant to NCGS 143-318.11(a)(5). The motion was seconded by Council Member Romanow which passed unanimously by Council.

*Council went into closed session at approximately 8:20 p.m. and reconvened in open session at approximately 8:36 p.m.*

10. Adjournment

Council Member Steele moved to adjourn the meeting, seconded by Council Member Scholl, and the motion received unanimous support. The meeting was adjourned at 8:37 p.m.

Approved on \_\_\_\_\_, 2017.

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

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

Approved as to form:

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

MINUTES OF 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 October 23, 2017, at 6:00 p.m. at the Stallings Town Hall, 315 Stallings Road, Stallings, North Carolina.

Those present were: Mayor Wyatt Dunn; Mayor Pro Tempore Regis Griffin; Council Members Rocky Crenshaw, Kathy Heyse, Deborah Romanow, David Scholl, and Shawna Steele.

Staff present were: Erinn Nichols, Interim Town Manager; and Emily Hughes, Deputy Town Clerk and Communications Specialist.

1. Call the meeting to order

Mayor Dunn called the meeting to order.

2. New Town Hall

Interim Town Manager Erinn Nichols updated the Council on the process of the proposed plan for the new government building and requested clarification on spaces for the building. Council held consensus to move forward with original uses with minor changes to the proposed layout of the new building:

- Add movable wall between the offices to allow flexible space;
- Add movable wall in Council Chambers to close off the Council desk to allow the chambers to be used for other functions;
- Use finishes in lobby conducive for civic uses.

It was noted that this plan would also include a renovation to the existing Town Hall to allow for the storage and additional office space needed. Council also concluded to call this building the "New Town Hall."

The Council also discussed the location and layout of a possible barn structure in Blair Mill Park. The Council held consensus to discuss the possible barn structure with Ashley Platts, Parks and Recreation Director, before moving forward with a decision on a new park structure or civic space.

3. Adjournment

Council Member Steele moved to adjourn the meeting, seconded by Council Member Romanow, and the motion received unanimous support. The meeting was adjourned at 6:54 p.m.

Approved on \_\_\_\_\_, 2017.

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

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

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

DRAFT

		TOWN OF STALLINGS							
		RELEASES/REFUNDS							
PROP ID #	NAME	REASON	REAL VAL	PP VAL	REAL TAX	PP TAX	LLP	INT	TOTAL
2182671	U Save Motors	Union County Review of Acct.							
		Total 2011		10,000		\$ 23.65		\$ 12.00	\$ 35.65
		Total release							\$ 35.65
2199448	Upscale Resale	Union County Review of Acct.							
		Total 2014		7,090		\$ 15.25		\$ 3.62	\$ 18.87
		Total release							\$ 18.87
2199458	Wendy Check Cashing Lady	Union County Review of Acct.							
		Total 2012		10,000		\$ 21.50		\$ 2.98	\$ 24.48
		Total refund							\$ 24.48
	RELEASE/REFUND	Grand Total				\$60.40	\$0.00	\$18.60	\$79.00
	This the 1st day of November 2017								
	<i>Karen Williams</i>								
	Karen Williams								
	Deputy Tax Collector								

STATE OF NORTH CAROLINA  
TOWN OF MATTHEWS, STALLINGS, AND INDIAN TRAIL

UNIFIED RESOLUTION FOR NCDOT U-4714 (OLD MONROE RD.) DESIGN STANDARDS

**WHEREAS**, the towns of Matthews, Stallings and Indian Trail, North Carolina (the "Towns") support the Strategic Transportation Initiative (STI), which allows for additional funding to be made available to urban areas of the State in order to address congestion;

**WHEREAS**, while recognizing that congestion is a major problem for Old Monroe Road (OMR and the OMR Corridor), the governing bodies of the Towns desire to preserve and enhance the small-town character of their Towns, enhance public safety, and alleviate traffic congestion in a manner that best serves the citizens of the Towns;

**WHEREAS**, the Towns further wish to develop a unified streetscape appearance, and support sustainable growth and economic development along the entire OMR Corridor;

**WHEREAS**, NCDOT has recommended OMR be converted to a "Superstreet" wherein left turns (LT) onto OMR are eliminated and loons and U-turn movements are included to move traffic;

**WHEREAS**, the citizens of Matthews, Stallings, and Indian Trail have protested the "Superstreet" concept and instead wish to widen the OMR Corridor to a four-lane, signalized boulevard with medians;

**WHEREAS**, the Town of Matthews, by resolution dated March 13, 2017 (attached hereto); has indicated, among other things its preference to eliminate the "Superstreet" concept in its segment of the OMR Corridor;

**WHEREAS**, the Town of Stallings, by resolution dated August 24, 2017 (attached hereto), has indicated, among other things, its preference to eliminate the "Superstreet" concept in its segment of the OMR Corridor;

**WHEREAS**, the Town of Indian Trail hereby indicates its preference to eliminate the "Superstreet " concept in its segment of the OMR Corridor and instead prefers a 35-mph traveling speed four-lane boulevard with narrow lanes, protected LT lanes (where applicable), curb & gutter, six-foot sidewalks, landscaped median with large trees, crosswalks, pedestrian refuge islands, ADA ramps with truncated domes, multi-use trails, no on-street bike lanes, and full-movement intersections at all signalized/non-signalized intersections where applicable;

**NOW THEREFORE, BE IT RESOLVED THAT:** The Town Council of Indian Trail, the Board of Commissioners of the Town of Matthews, and the Town Council of Stallings request that the NCDOT:

1. Redesign the widening of the OMR Corridor in a manner which eliminates the "Superstreet" concept and instead incorporates elements necessary to convert OMR to a four lane signalized boulevard with medians which meets the needs of each Town as reflected in the attached Resolutions and stated herein;
2. Ensure the street style and character of OMR through the corridor remains unified;
3. Minimize the impact on residences and businesses and maximize economic, real estate and development opportunities.

THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

Mr. Wyatt Dunn, Mayor

Mr. James P. Taylor, Mayor

Mr. Michael Alvarez, Mayor

Attest:

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

\_\_\_\_\_  
Lori Canapinno, Town Clerk

\_\_\_\_\_  
Kathy Queen, Town Clerk

Approved as to form:

\_\_\_\_\_  
Melanie Cox, Town Attorney

\_\_\_\_\_  
Charles Buckley, Town Attorney

\_\_\_\_\_  
Karen Wolter, Town Attorney

## RESOLUTION FOR NCDOT REGARDING DESIGN STANDARDS FOR U-4714 (EAST JOHN STREET)

**WHEREAS**, in 2013 the North Carolina General Assembly passed the Strategic Transportation Initiative (STI), which subsequently allowed for additional funding to be transferred to the urban areas of the state in order to address congestion; and

**WHEREAS**, preserving the small-town character of Matthews is a top priority for the Matthews Board of Commissioners, its citizens and staff; and

**WHEREAS**, the intersection of John Street and Trade Street is known as "the Square" and is considered the symbolic center of the town; and

**WHEREAS**, the widening of East John Street will separate the historic core from the historic Community Center, McDowell Arts Center, Matthews Elementary School and Stumptown Park; and

**WHEREAS**, it is critical that U-4714 be designed to enable Matthews to retain its small-town character.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Matthews formally requests the North Carolina Department of Transportation to include in the East John Street design, in no particular order, the following:

1. The elimination of the loons altogether or at the most small loons for cars only:
  - Truck routes will be signed for trucks to move outside of downtown.
  - Town staff will work with CMS to find acceptable bus routes.
2. Intersection design at:
  - McKee Road and E. John Street - NCDOT to install a full movement intersection or roundabout.
  - Greylock Ridge Road and E. John Street - NCDOT to install a full movement intersection.
  - Charles Buckley Way and E. John Street - NCDOT to install a full movement intersection.
3. Intersection design at John and Trade Streets:
  - Eliminate the U-Turn movement. Instead consider a one-way street in the vicinity of BB&T connecting E. John Street to Sadie Drive.
  - Examine eliminating left turns from John (East and West) onto Trade Street. Gain full understanding of the consequences of such an action.
  - Pedestrian pads on all four corners. These pads need to be inviting and comfortable to pedestrians as this pedestrian crossing is the bridge between historic downtown and Stumptown Park, the Matthews Community Center, McDowell Arts Center and Matthews Elementary School.
  - Pedestrian refuges (center of John Street). The focus should be on aesthetics i.e. reducing the "sea of asphalt" and discuss further the need for pedestrian a refuge.
4. East John Street design:
  - Narrow travel lane width to 11 feet west of I-485.
  - Multi-purpose trail and sidewalk are to remain and insure adequate separation from travel lanes.
  - Narrow the view shed. Large trees should be both close to the roadway and in the median.
  - Use varying pavement colors, patterns, textures etc. at crosswalks, particularly at the intersection of Trade Street and John Street.

- Traffic should be signaled so that traffic can travel as if it is a one-way pair.
- Signals need to be coordinated.
- U-Turns and pedestrian crossings need to be signaled.
- Medians should be as narrow as possible without hindering U-Turns, restricting tree size or increasing traffic speed.
- Implement Intelligent Transportation Systems.
- All options should be considered to save houses along the roadway, including but not limited to the modification of the roadway or moving the residences.

**ADOPTED** by the Board of Commissioners of the Town of Matthews this the 13<sup>th</sup> day of March, 2017.

---

Mayor James P. Taylor



## RESOLUTION FOR NCDOT REGARDING DESIGN STANDARDS FOR U-4714 (Old Monroe Road)

**WHEREAS**, in 2013 the North Carolina General Assembly passed the Strategic Transportation Initiative (STI), which subsequently allowed for additional funding to be transferred to the urban areas of the state in order to address congestion; and

**WHEREAS**, enhancing the small-town character of Stallings is a top priority for the Stalling Town Council, its citizens and staff; and

**WHEREAS**, furthering planning efforts of creating a downtown in the Old Monroe Road area by implementing the approved Downtown Masterplan and Old Monroe Road Small Area Plan; and

**WHEREAS**, the intersection of Old Monroe Road and Stallings Road is a crucial intersection in Stallings downtown master plan; and

**WHEREAS**, as superstreet design at the said intersection will prohibit Stallings downtown growth and development; and

**WHEREAS**, it is critical that U-4714 be designed to enable Stallings to build its small-town character.

**NOW THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Stallings formally requests the North Carolina Department of Transportation to include in the Old Monroe Road design, in no particular order, the following:

- Maximize Real Estate and Development Opportunities
- Unify the Town on both sides of Old Monroe Road
- Further efforts of encouraging and promoting development in the "downtown" area
- Move Traffic efficiently through the area while maintaining an inviting sense of place.
- Eliminate loons and required u-turns - reduce size to accommodate passenger vehicles only for retained locations.
- Make Stallings/Potter Road full access at intersection of Old Monroe Road – full pedestrian accommodations (crosswalks, curb ramps, dome landing pads)
- Introduce Complete Streets Concept
- Protect character of the corridor
- Signalized intersection, pedestrian safety, left turns protected. Reduces crash potential

**ADOPTED** this the 14<sup>th</sup> day of August, 2017.

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

ATTEST:

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

Approved as to form:

\_\_\_\_\_  
Melanie Cox, Town Attorney



# PLANNING & ZONING

TOWN of STALLINGS

## Memo

To: Stallings Town Council  
From: Lynne Hair, Planning Director  
Date: November 5, 2017  
Re: North Carolina Clean Water Grant Opportunity

As a part of the Greenway Plan contract our consultants are to find and secure grant funding to pursue the construction of the North Fork Crooked Creek Greenway, a trail that runs through Blair Mill Park and behind the Vickery neighborhood. The town owns this land making it possible to have an initial greenway trail designed and built within the next 2-3 years.

Destination by Design presented staff with a grant opportunity through the North Carolina Clean Water Act that can provide up to \$150,000 of funding in two phases. Phase 1 would be for engineering and would need to be submitted by December 31, 2017. The breakdown of phase 1 funding is as follows:

Phase 1  
\$25,000 Grant Funding  
\$38,000 Town Match  
\$63,000 Total Cost

Staff is requesting Council approval to direct Destination by Design to submit a grant application on behalf of the town in the amount of \$25,000.



## Memo

**To:** Mayor and Town Council  
**From:** Christopher J. Easterly, P.E., Town Engineer  
**Date:** November 8, 2017  
**Re:** Condemnation Resolution  
Parcel 6 PEF & KFF. LLC.  
Potter Rd. / Pleasant Plains Rd. Intersection Improvements  
TIP Project No. U-5112 / W-5502

---

A certified real estate appraiser completed a market analysis to determine just compensation for the easements required and impacted appurtenances per the subject project. NCDOT reviewed the appraisal and concurred with the findings.

The consultant right of way agent presented the \$13,325.00 offer to the property owner. The agent received notification from an attorney retained to move forward with the condemnation process. A counter offer was not presented.

Legal has submitted a notice of condemnation letter via certified mail to the property owner. This letter provides the required 30-day notification that condemnation proceedings will commence. Staff is requesting a resolution directing the attorney to institute the condemnation proceedings.

### Action Requested:

Adopt a resolution directing the Town Attorney to institute the condemnation proceedings for the subject property.

**A RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE CERTAIN  
PROPERTY OR INTEREST IN PROPERTY FOR ROAD AND INTERSECTION  
IMPROVEMENTS AND SIDEWALK CONSTRUCTION**

WHEREAS, the governing body of the Town of Stallings hereby determines that it is necessary and in the public interest to acquire certain property or interest in property owned by the following person(s) (now or formerly):

1. PEF and KFF, LLC

For the following public purposes:

- a. Temporary Construction Easement
- b. Drainage Utility Easement

WHEREAS, the proper officials or representatives of the Town of Stallings have been unable to acquire the needed interest in these properties by negotiated conveyance.

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

1. The Town of Stallings shall acquire by condemnation, for the purposes stated above. The property or interest in property is described as follows:

Easement and right of way in and over and across certain land, located in the Town of Stallings and more particularly described on the attached surveys.

2. The attorney representing the Town of Stallings is directed to institute the necessary proceeding under Chapter 40A of the North Carolina General Statutes to acquire property or interest in property hereinabove described.

ADOPTED: This the \_\_\_\_\_ day of November, 2017.

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

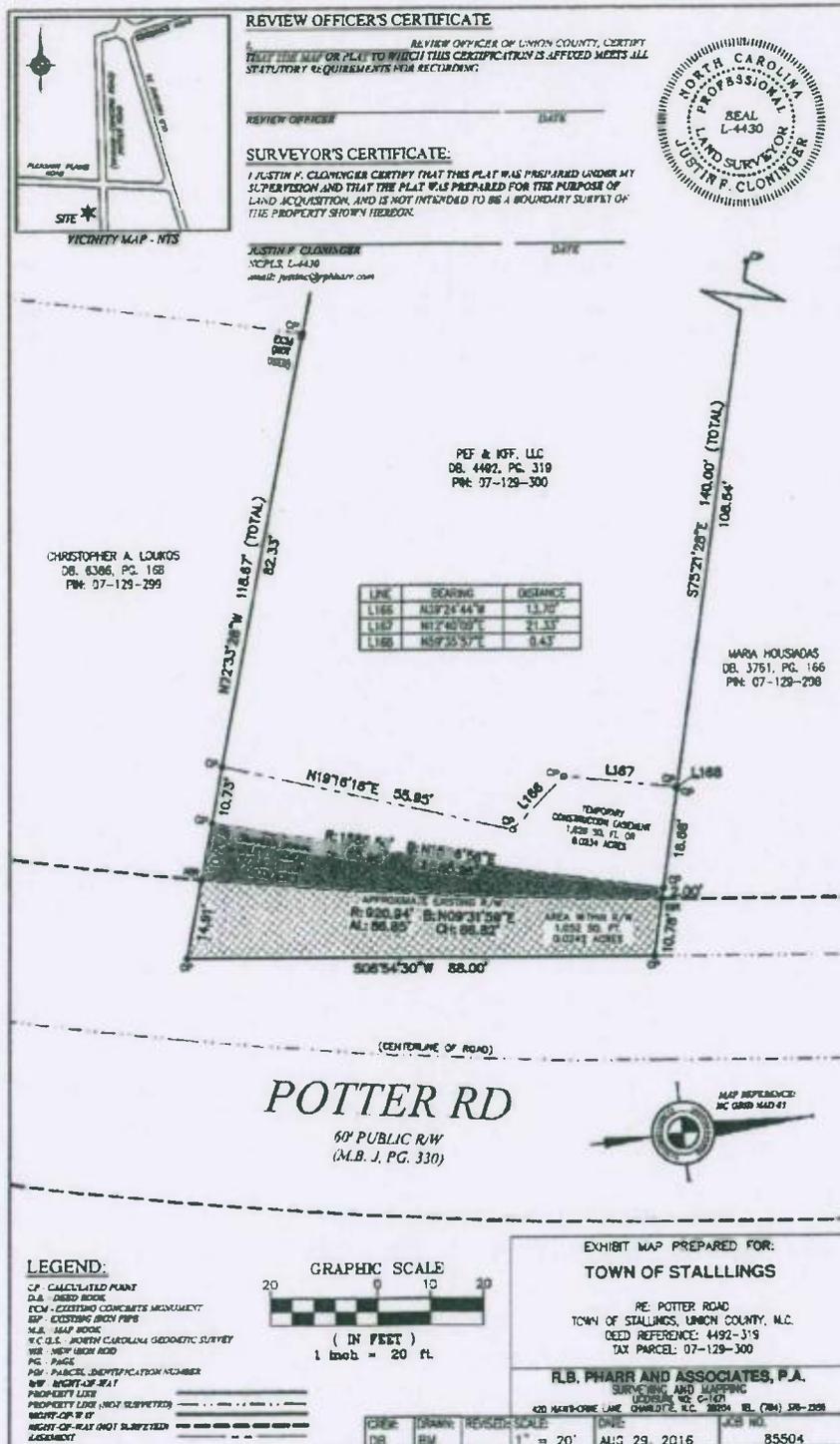
ATTEST:

\_\_\_\_\_  
Emily Hughes, Deputy Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Melanie D. Cox, Town Attorney

**EXHIBIT MAP**





LEGEND	
	EXISTING PAVEMENT
	PROPOSED PAVEMENT
	PROPOSED CONCRETE SIDEWALK / PROPOSED CONCRETE MEDIAN
	PROPOSED GRASSED AREA
	PROPOSED DRIVEWAY


**Kimley-Horn and Associates, Inc.** © 2013  
NC License #F-0102  
 2000 SOUTH BOULEVARD  
 CHARLOTTE, NORTH CAROLINA 28217  
 PHONE 704-333-8131 FAX 704-333-0845



**POTTER ROAD/PLEASANT PLAINS  
ROAD INTERSECTION IMPROVEMENTS**

DATE: 11-12-2013



## Ordinance to Establish and Restructure the Boards and Committees for the Town of Stallings

**WHEREAS**, the Town Council established and directed the Committee on Committees, an ad hoc committee, to reevaluate all the Town's Boards and Committees; and

**WHEREAS**, the Committee on Committees recommended several changes and additions to the Towns Boards and Committees; and

**WHEREAS**, the Council concurred with those recommendations;

**NOW THEREFORE BE IT ORDAINED** that the Town Council of the Town of Stallings, NC does hereby (re)establish the following Boards/Committee and their structure(s).

### ARTICLE 1: BOARDS REQUIRED BY STATUTE

#### (a) **PLANNING BOARD**

Membership: Seven (7) members and two (2) alternate members

Membership term: Three (3) years; no term limit.

Officers: The members of the Planning Board shall elect a Chairman and Vice-Chairman during the Board's first regular meeting of a new calendar year or at the next regular meeting following the vacancy of the Chairman or Vice-Chairman.

Purpose/Objective:

In accordance with North Carolina General Statute 160A-361, the Planning Board shall:

- (1) Make studies of the area within its jurisdiction and surrounding areas;
- (2) Determine objectives to be sought in the development of the study area;
- (3) Prepare and adopt plans for achieving these objectives;
- (4) Develop and recommend policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;
- (5) Advise the council concerning the use and amendment of means for carrying out plans;
- (6) Exercise any functions in the administration and enforcement of various means for carrying out plans that the council may direct;
- (7) Perform any other related duties that the council may direct.

#### (b) **BOARD OF ADJUSTMENT**

Membership: Five (5) members, who shall be the five most senior members of the Planning Board who are available.

Membership term: Three (3) years; no term limit.

Officers: The members of the Board of Adjustment shall elect a Chairman and Vice-Chairman during the Board's first regular meeting of a new calendar year or at the next regular meeting following the vacancy of the Chairman or Vice-Chairman.

Purpose/Objective

- (1) Cases heard are quasi-judicial and all witnesses testifying during a hearing are to be sworn in;
- (2) The Board of Adjustment shall have the following powers:
  - a. To hear and decide appeals, where it is alleged that there is error in any order, requirements, decisions, or determinations made by an administrative official or body in the enforcement of these regulations;
  - b. To authorize upon appeal a variance from the provisions of these regulations as provided so as not to contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of these regulations will, in an individual case, result in unnecessary hardship, so that the spirit of these regulations shall be observed, public safety and welfare secured, and substantial justice done.

**ARTICLE 2: COUNCIL LED COMMITTEES**

Membership: Each Council-Led Committee, as outlined in this article, shall consist of two (2) Council Members and three (3) Citizens. Members of the respective committees shall be individuals with subject matter expertise in the various disciplines needed to support the respective committee of which they are a member.

Membership terms: Two (2) years; no term limit.

Officers: The Council Members will be the Chairman and Vice-Chairman of the committee.

**(a) ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

Purpose/Objective

- (1) Market the Town to facilitate the economic development process;
- (2) Aid in the retention and expansion of existing business and industry;
- (3) Attract new business opportunities;
- (4) Continued revitalization of the Town's economic base;
- (5) Support other Economic Development needs as required.

**(b) GENERAL GOVERNMENT COMMITTEE**

Purpose/Objective

- (1) Provide oversight and make regular reports and recommendations to Council regarding Town matters related to the following areas:
  - i. Administration;
  - ii. Finance;
  - iii. Insurance;
  - iv. Legal Services;

- v. Pension/401K;
- vi. Tax Collection;
- (2) Review monthly financial statements and track revenues and expenditures relative to budget allocations and, to make recommendations to Council regarding budgetary management and the Town's financial standing;
- (3) Review the annual audit report and make recommendations for changes to correct identified deficiencies in the report;
- (4) Monitor investments and suggest changes in investment strategies as needed;
- (5) Explore alternatives and strategies to further the long range financial objectives and goals of the council which may include but are not limited to bonds, tax increment financing, transfers from general fund and grants;
- (6) Consult with the Town Manager in developing the annual budget and the five year capital improvement plan;
- (7) Review administration policies, processes and/or procedures and make recommendations for changes that will promote efficiencies or to recommend the development of a policy in the absence of an existing one;
- (8) Review respective insurance policies, in coordination with Town staff, on an as needed basis, and make recommendations for changes that will provide appropriate coverage;
- (9) Develop, for Council adoption, a process where all Town professional service and advice providers are reviewed and reappointed on a regular basis;
- (10) Review, from time to time, and recommend modifications to the Town's and Council's governing documents;
- (11) Provide analysis and recommendations on other activities as may, from time to time, be referred to the Committee by Town Council;
- (12) Support other General Government needs as required.

**(c) PUBLIC SAFETY ADVISORY COMMITTEE**

Purpose/Objective

- (1) Review and/or recommend to Town Council Public Safety management policies, policy changes, and long-range plans and their estimated budgetary impacts;
- (2) Review and comment to Town Council on the annual Public Safety management capital improvement program and budget requests;
- (3) Respond to requests from Town Council and Town staff for advice on matters related to Public Safety services and Public Safety management;
- (4) Hear concerns regarding public safety issues, policies and/or operations and make recommendations to staff and Town Council regarding appropriate action steps;
- (5) Present Town Council with quarterly reports stating the status of all past, current, and potential projects, also present an annual report of key actions and issues and its annual work program at the Council's annual planning conference; may request additional meetings with Town Council and/or Town staff or additional reports or information deemed necessary and appropriate;
- (6) Fulfill any additional responsibilities related to an effective public safety program as requested and approved by Town Council;

(7) Support other Public Safety needs as required.

**(d) STORM-WATER ADVISORY COMMITTEE**

Purpose/Objective

- (1) Review and/or recommend to Town Council storm-water management policy, policy changes, and long-range plans and their estimated budgetary impacts and rate impact;
- (2) Review and comment to Town Council on the annual storm-water management capital improvements program;
- (3) Respond to Town Council and Town staff requests for advice on matters related to storm-water services and the storm-water management utility;
- (4) Present the Council with an annual report of key actions and issues and its annual work program;
- (5) Support other storm-water needs as required.

**(e) TECHNOLOGY ADVISORY COMMITTEE**

Purpose/Objective

- (1) Provide to Town Council an ongoing assessment of the Town's use of technology as it is used today and looking into the future;
- (2) Prepare and maintain the Town's long-range (3 to 5 years) Technology Plan including a technology replacement plan and a technology business continuity plan;
- (3) Prepare, or consult, on recommendations for upgrades and procurement of technology equipment and software for the Town;
- (4) Act as advisor for Town departments, committees and employees on technology matters;
- (5) Insure technology needs are in place to support the Town's business needs;
- (6) Recommend strategic direction for the Town's website and social media portals;
- (7) Make recommendations to Town Council regarding technology related policy matters;
- (8) Make recommendations to improve access and service for town residents and businesses;
- (9) Support other technology needs as required.

**(f) TRANSPORTATION ADVISORY COMMITTEE**

Purpose/Objective

- (1) Serve as an advisory committee to Town Council regarding public transportation matters involving all streets (state, town and private);
- (2) Provide Town Council with a citizen's viewpoint on local and regional transportation issues, strategies, funding, priorities, and the necessary data and information to assist in Town Council's decision-making process;
- (3) Conduct studies and advise and make recommendations to Town Council concerning all matters relating to transportation within the Town of Stallings and the surrounding area, including, but not limited to, the need for the construction,

- operation, relocation, or improvement of streets, sidewalks, and bikeways, as well as the establishment and improvement of alternative methods of mass transportation;
- (4) Interact with the Planning Board on an ongoing basis to be better prepared to advise and make recommendations to Town Council regarding all matters relating to transportation needs in surrounding areas such as sidewalks, signage etc.;
  - (5) Interact with the Storm-Water committee on an ongoing basis for the coordination of patching and resurfacing streets, construction and patching of sidewalks within the Town limits of the Town of Stallings and make recommendations and advise Town Council;
  - (6) Report to Town Council as requested, and undertake such studies or perform such duties as Town Council may request from time to time;
  - (7) Support other Transportation needs as required.

### ARTICLE 3: CITIZEN-LED COMMITTEES

Membership: Each Citizen-Led Committee shall consist of a varied number of Citizen Members as outlined below for the respective committee and at least one Council Member liaison.

Membership terms: Two (2) years; no term limit

Officers: Each Citizen-Led Committee shall elect a citizen Chairman and citizen Vice-Chairman during its first regular meeting of a new calendar year or at the next regular meeting following the vacancy of the Chairman or Vice-Chairman.

#### (a) HISTORICAL COMMITTEE

Purpose/Objective

- (1) Preserve Town properties and artifacts;
- (2) Designate historical Town landmarks;
- (3) Educate the community on the Town's history;
- (4) Collect oral histories on interesting stories about Stallings and its people;
- (5) Support other Historical needs as required.

#### (b) PARKS AND RECREATION COMMITTEE

Purpose/Objective

Advise the Council on:

- (1) Establishment of a system of supervised recreation for the Town;
- (2) Setting apart lands and buildings for parks, playgrounds, recreational centers, and other recreational programs and facilities;
- (3) Acquiring real property, either within or without the corporate limits of the Town, including water and air rights, parks and recreation programs and facilities by gift, grant, purchase, lease, exercise of the power of eminent domain, or any other lawful method;
- (4) Providing, acquiring constructing, equipping, operating, and maintaining parks, playgrounds, recreation centers, and recreation facilities, including all

- buildings, structures, and equipment necessary or useful in connection therewith;
- (5) Accepting any gift, lease, loan, bequest, or devise of real or personal property for parks and recreation programs;
  - (6) Support other Parks and Recreation needs as required.

#### **ARTICLE 4: AD HOC COMMITTEES**

The Mayor and Council reserve the right to form an ad-hoc committee at any time for a specific purpose and length of time. Purpose and Membership information shall be stated at the time of establishment.

#### **ARTICLE 5: REQUIREMENTS OF ALL COMMITTEES**

- (a) **Meetings:** Each Committee shall adopt a regular meeting schedule which will be approved by the Town Council at its annual organizational meeting. Special meetings may be called as needed by the Chairman or any two (2) members of the committee.

All meetings shall be open to the public. The order of business at regular meetings shall generally be as follows:

1. Call to Order
2. Approval of Minutes
3. Action Items
5. Discussion Items
6. Adjournment

- (b) **Agendas:** Items of business for discussion at the meeting shall appear on the agenda. Business which is not identified on the agenda may be considered only after approval of a majority of a vote of the membership. Additions to the agenda at the meeting should be made only in time sensitive situations to allow the public to participate as fully as possible in meetings.
- (c) **Public Body Requirements:** These committees are considered a public body and shall be governed by all rules and regulations for public bodies contained in North Carolina's Open Meetings regulation (i.e., NCGS 143-318.10 et seq.). Meetings shall proceed by agenda and follow the rules of procedure as adopted by Town Council.
- (d) **Quorums:** A quorum, a majority of members of the Committee, shall be required before any vote is taken. Whenever a quorum is not present, at a regular or special meeting, those present may adjourn the meeting to another day or hold the meetings for the purpose of considering such matters as are on the agenda.
- (e) **Voting:** No action taken at a meeting shall be final or official unless and until the matter is put before the Committee by a proper motion and a vote is taken thereon at a meeting where a quorum of the Committee is present. Voting, at the discretion of the

Chairman, shall be by voice or show of hands. All matters to be voted on by the Committee shall be by a duly made motion and second.

**ARTICLE 5: ADDITIONAL GOVERNANCE**

All Boards and Committee must also adhere to the following policies which are attached as addendums to this Ordinance:

- a) Committee and Board Member Appointment Policy
- b) Committee and Board Member Background Screening Policy
- c) Committee and Board Member Stipend Policy

Adopted this the 13<sup>th</sup> day of November, 2017.

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

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

Approved as to form:

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



# MEMO

---

**To:** Mayor and Council  
**From:** Erinn Nichols  
**Date:** 11-08-17  
**RE:** Street Naming

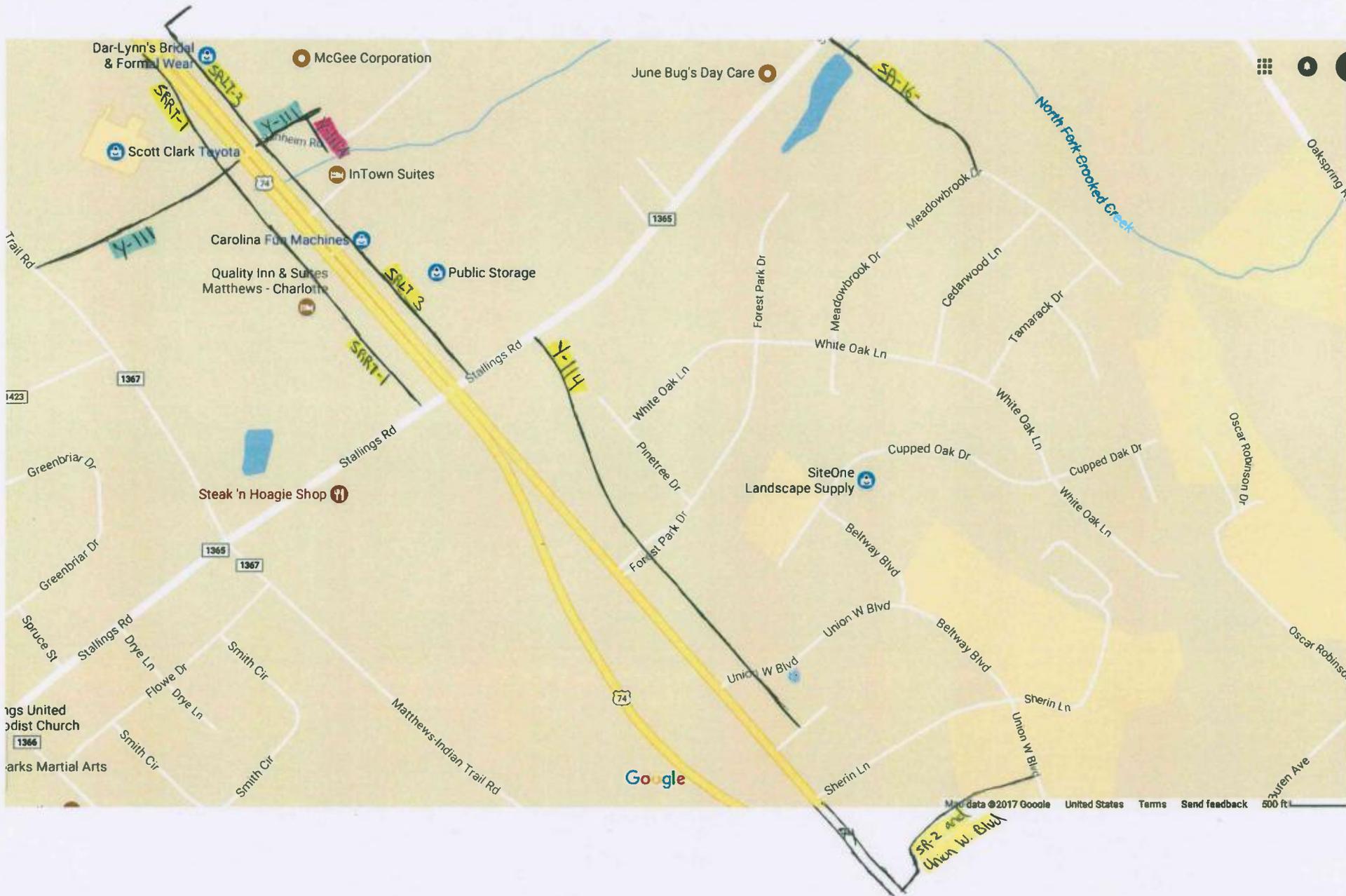
On October 9, the Council made the following decisions regarding the names of the new roads created due to the Expressway project.

- SRRT1 - Guion Lane
- SRLT 3 - Stallings Commerce Drive
- SR16 - Sweet Birch Drive
- Y111 - McKee Road
- Y111A - McKee Road
- Y114 – no suggestion
- SR2 – no suggestion

The road names in **green** have been approved by Union County Emergency Services. The road names in **red** are not allowed by Union County Emergency Services and need to be renamed. And the roads listed in **black** do not have any suggested names and need to be named.

After polling the Council for additional name suggestions, I received the following name:

- Richard Baker Road/Drive/Way



Dar-Lynn's Bridal & Formal Wear

McGee Corporation

June Bug's Day Care

Scott Clark Toyota

InTown Suites

Carolina Fun Machines

Quality Inn & Suites  
Matthews - Charlotte

Public Storage

Steak 'n Hoagie Shop

SiteOne  
Landscape Supply

ngs United  
odist Church

arks Martial Arts

Google

Map data ©2017 Google United States Terms Send feedback 500 ft

SR-1

SR-13

SR-13

SR-1

SR-14

SR-2  
Union W. Blvd

SR-16

North Fork Crooked Creek

Oakspring

Oscar Robinson Dr

Oscar Robinson

Lauren Ave

Trail Rd

1367

1423

1365

1367

1365

74

Meadowbrook Dr

Cedarwood Ln

Tamarack Dr

Forest Park Dr

White Oak Ln

White Oak Ln

Pinetree Dr

Forest Park Dr

Cupped Oak Dr

Cupped Oak Dr

White Oak Ln

Beltway Blvd

Union W Blvd

Beltway Blvd

Sherin Ln

Sherin Ln

Union W Blvd

Stallings Rd

Dye Ln

Flowe Dr

Smith Cir

Smith Cir

Smith Cir

Matthews-Indian Trail Rd

Greenbriar Dr

Greenbriar Dr

Spruce St

Stallings Rd

Dye Ln

Flowe Dr

Smith Cir

Smith Cir

Smith Cir

Union W Blvd

Union W Blvd

Sherin Ln

Sherin Ln

Union W Blvd

Lauren Ave