



**June 10, 2024**  
 Stallings Government Center  
 321 Stallings Road  
 Stallings, NC 28104  
 704-821-8557  
[www.stallingsnc.org](http://www.stallingsnc.org)

## Town Council Agenda

	Time	Item	Presenter	Action Requested/Next Step
	7:00 p.m.	Invocation Pledge of Allegiance Call the Meeting to Order	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) 04-22-2024 – closed (2) 05-06-2024 – special (3) 05-13-2024 (4) 05-13-2024 – closed (5) 05-20-2024 – special (6) 05-28-2024 – special (7) Stallings District S – 05-28-2024	Wyatt Dunn, Mayor	Approve Consent Agenda
2.	7:17 p.m.	Reports A. Report from Mayor B. Report from Council Members/Town Committees C. Report from Town Manager/Town Departments	Council and Staff	NA
3.	7:25 p.m.	Agenda Approval	Wyatt Dunn, Mayor	Approve agenda as written
4.	7:27 p.m.	Fiscal Year 2024-2025 Budget A. Public Hearing B. Budget Ordinance	Wyatt Dunn, Mayor	Possible Adoption
5.	7:35 p.m.	2725 Old Monroe Road Update	Keller Williams Commercial	Information and possible action
6.	7:45 p.m.	Slurry Pavers Microsurfacing	Kevin Parker, Engineering Dir.	Presentation and discussion
7.	8:00 p.m.	Policy for Assessed Civil Penalties	Max Hsiang, Planning Dir.	Adopt policy
8.	8:15 p.m.	Town Manager Contract Amendment	Wyatt Dunn, Mayor	Approve amendment
9.	8:20 p.m.	Adjournment	Wyatt Dunn, Mayor	Motion to adjourn

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

The Town Council of the Town of Stallings met for a special budget session meeting on May 6, 2024, at 6:00 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, Graham Hall, and Brad Richardson.

Those absent were: Council Member Taylor-Rae Drake and Laurie Wojtowicz.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Chief Dennis Franks; Kevin Parker, Town Engineer; Jessie Williams, Finance Officer; Marsha Gross, Finance Consultant, and Eunice McSwain, Parks and Recreation Director.

1. Call the Meeting to Order

Mayor Dunn called the meeting to order.

2. 2024-2025 Budget Discussions

Mayor Dunn opened the meeting. Town Manager Sewell reviewed the proposed budget. The 2024-2025 Proposed Budget Presentation is attached to these minutes and therefore incorporated herein. He reminded the Council that it directed staff to create the budget with a \$0.03 tax increase and fill the gap with fund balance. The total cuts made by staff from the prior year budget equaled 4.8%.

- Council held consensus to:
  - Fund the pay study into the budget.
  - Adjust/fund the finance position/intern/planning technician position.
  - Fund all Police Department items in the budget.
  - Fund all Transportation and Public Work items in the budget.
  - Fund all Public Works HVAC upgraded in the budget.

*Council took a break at 7:56 p.m. and reconvened at 8:02 p.m.*

- Council held consensus to:
  - Fund all Parks and Recreation items including resurfacing tennis court/pickleball court, Stallings Municipal Park sign, and fix the Stallings Municipal Park fence in the current year budget.
  - Fund all stormwater items in budget.
  - Approve adding \$50,000 for Police liability insurance.

Council then discussed the deficit options. It held consensus to cancel the Special Budget Meeting scheduled on May 13 at 5:30 p.m. and continue with budget and deficit discussions at the May 20 Special Budget Meeting.

3. Adjournment

Council Member Ayers moved to adjourn the meeting, seconded by Council Member Hall, and the motion received unanimous support. The meeting was adjourned at 8:59 p.m.

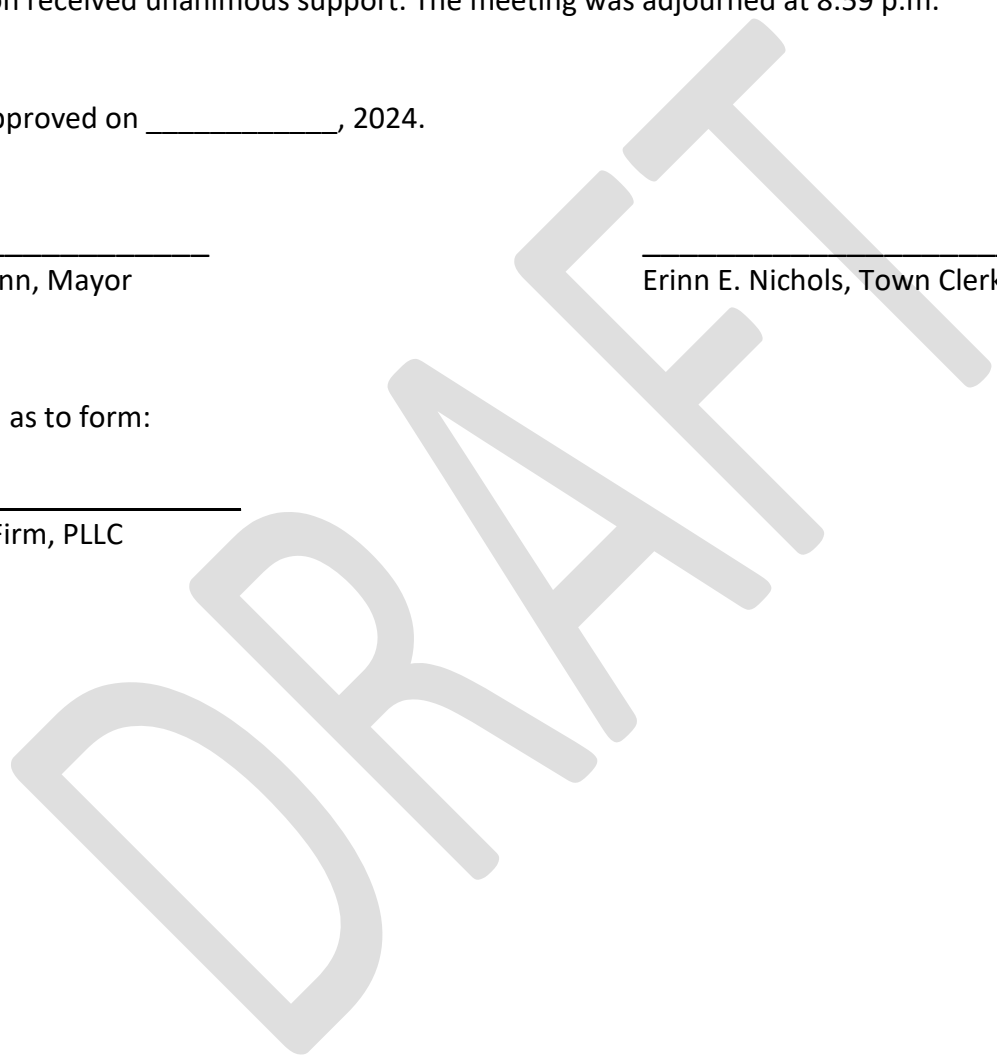
Approved on \_\_\_\_\_, 2024.

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

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

Approved as to form:

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



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

The Town Council of the Town of Stallings met for its regular meeting on May 13, 2024, 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, Graham Hall, and Laurie Wojtowicz.

Those absent were: Council Members Taylor-Rae Drake and Brad Richardson.

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; Eunice Donnelly, Parks and Recreation Director; Jessie Williams, Finance Officer; Karen Reid, Human Resources Officer; 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.

Public Comments

No one was present to give public comment.

1. Consent Agenda

A. Minutes from the following meetings:

(1) 04-08-2024

(2) 04-22-2024

B. FY25 Audit Contract

C. Amended Budget Ordinances

(1) #15 – PD Back to School Bash

(2) #16 –GASB 96

D. Historical Markers Wording

(1) Stallings Municipal Park

(2) Sustar School

Council Member Wojtowicz made the motion to approve the Consent Agenda as presented. The motion was seconded by Council Member Hall and passed unanimously. *Amended Budget Ordinance 15 – PD Back to School Bash* and *Amended Budget Ordinance 16 – GASB 96* are attached to these minutes and therefore incorporated herein.

## 2. Reports

### A. Report from Mayor

Mayor Dunn had no report.

*Council Member Ayers arrived at approximately 7:15 p.m.*

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

Council Member Hall and Wojtowicz had no reports.

Council Member Scholl reported that he had attended City Vision by the NCLM and reported that he enjoyed the Farmers Market.

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

Town Manager Sewell presented the Council with the internal Budget Transfers List for visibility. He also reported that there had been good reports from the opening of the new Farmer's Market.

## 3. Agenda Approval

Mayor Dunn requested adding Agenda Item 3.A. as *Closed Session Pursuant to NCGS 143-318.11(a)(3)* and Agenda Item 8.A. as *Union County Community Development Block Grant (CDBG)*. He also requested removing Agenda Item 8, Closed Session Pursuant to 143-318.11(a)(6). Council Member Wojtowicz requested adding Agenda Item 8.B. as the *Building Code Legislation*.

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

### 3.A. Closed Session Pursuant to NCGS 143-318.11(a)(3)

Council Member Hall made the motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3) inviting Planning Director Max Hsiang into the session to which Council Member Scholl seconded. The motion was passed unanimously by Council.

*Council went into closed session at 7:11 p.m. and reconvened back into open session at 7:25 p.m.*

## 4. TX24.03.01 (Continuation from 04-22-2024)

### A. Text Amendment request for Production of Novel Oral Nicotine Delivery Products as a listed use (L) in Table 8.1 – Table of Uses in the Development Ordinance

Mayor Dunn reopened the public hearing. Planning Director Max Hsiang reminded the Council this was a Text Amendment request for Production of Novel Oral Nicotine Delivery Products as a listed use (L) in Table 8.1 – Table of Uses in the Development Ordinance which was originally discussed at the

April 22, 2024 Council Meeting. Staff recommended approval of the text amendment except for changing the wording to Non-Tobacco Nicotine (NTN) & Stimulant Delivery/Production.

John Synder, Government Relations Consult for the Pouch Factory, stated that the Pouch Factory was expecting to provide at least ten jobs in the beginning. There would be no direct sales to consumer from the location. The goal would be to begin production in July 2024. The nicotine would be certified organic and most of production would be shipped overseas.

There was no other public present requesting to speak on the item. Mayor Dunn closed the public hearing. Council Member Ayers made the motion to approve TX24.03.01 and seconded by Council Member Hall. The motion passed unanimously by Council.

B. Statement of Consistency and Reasonableness

Council Member Wojtowicz made the motion to approve the *Statement of Consistency and Reasonableness for TX24.03.01*. The second was made by Council Member Hall to which Council approved unanimously. The *Statement of Consistency and Reasonableness for TX24.03.01* is attached to these minutes and therefore incorporated herein.

5. Pavement Preservation Contract

Engineering Director Kevin Parker explained that in accordance with the Stallings Bid Policy and NCGS §143-129 for road construction/repair, staff advertised the project manual for the FY 2024 Pavement Preservation Program contract with formal bidding procedures. One bid was received and reviewed by staff for clarity, completeness, errors, and omissions. The sole and lowest responsible bidder for the contract was Slurry Pavers, Inc. at \$334,220.40.

Staff requested the Council approve the contract authorize the Town Manager to execute the Pavement Preservation Program Contract with Slurry Pavers, Inc. for \$334,220.40.

Council Member Hall made the motion to approve the Pavement Preservation Program Contract with Slurry Pavers, Inc. for \$334,220.40. The motion passed unanimously after a second from Council Member Scholl.

6. Engineering Items

A. Landscaping Contracts

- (1) Public Works
- (2) Parks and Recreation

Engineering Director Parker explained that Staff had been coordinating with Smith Grounds Management, the current landscaping contractor, to update and separate the current landscaping contract into two contracts: one each for Public Works and Parks and Recreation. The separated contracts placed all landscaping services for each Town-owned Park and Greenway under Parks and Recreation and places other Town-owned properties (Town Hall & PD, 2725 Old Monroe Road, 325 Stallings, 329 Stallings) and identified segments of roadsides under Public Works. The new contract would become effective on July 1, 2024, and would terminate on June 30, 2027.

Council Member Scholl made the motion to waive the Town's Bidding Policy by allowing Staff to abide by State statute(s) and authorize the Town Manager and Staff to execute the three-year Parks and Recreation and Public Works landscaping contracts with Smith Grounds Management, as outlined in the contracts' breakdown. The motion was approved unanimously by Council after a second from Council Member Hall.

**B. Town Bidding Policy vs. State Statute Bidding Requirements**

Engineering Director Parker explained the Staff was would like to amend the Town's Bidding Policy to be more consistent with the State's policy. Council requested Staff make the proposed changes and bring it back to Council for consideration.

**7. Coffee with the Council (Scholl)**

Council Member Scholl explained he would like to have a residents' coffee time available for questions or information and have the assistance of the Town Manager. Council gave consensus to allow Council Member Scholl to start facilitating these events once a quarter, not including the Town Manager during the election period.

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

*This item was removed from the Agenda.*

**8.A. Union County Community Development Block Grant (CDBG)**

Town Manager Sewell explained it was a US Federally funded program that provided support for housing and community development. The program was specific to low to moderate income area projects. Stallings needed to participate in the program with the county in order to apply for future projects that would qualify.

Council Member Scholl made the motion for the Town of Stallings to enter into a Cooperative Agreement with the Union County Community Development Block Grant (CDBG) program for Fiscal Years 2025-2027. The motion was seconded by Council Member Ayers and passed unanimously by Council.

**8.B. Building Code Legislation (Wojtowicz)**

Council Member Wojtowicz was concerned about the language in the new NC Building Code Legislation. The Town Manager provided the Council with the pros and cons from the NCLM comments about the bill. Town Manager Sewell recommended the Council Members contact the elected state representatives or the NCLM representatives. with any comments or concerns about the bill.

**9. Adjournment**

Council Member Ayers moved to adjourn the meeting, seconded by Council Member Hall, and the motion received unanimous support. The meeting was adjourned at 8:23 p.m.

Approved on \_\_\_\_\_, 2024.

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

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

Approved as to form:

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



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

The Town Council of the Town of Stallings met for a special budget retreat meeting on May 20, 2024, at 6:00 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, Brad Richardson, and Laurie Wojtowicz.

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; Kevin Parker, Town Engineer; Jessie Williams, Finance Officer; Karen Reid, Human Resources Director; and Eunice McSwain, Parks and Recreation Director.

1. Call the Meeting to Order

Mayor Dunn called the meeting to order.

2. 2024-2025 Budget Discussions

Mayor Dunn opened the meeting. Town Manager Sewell reviewed the proposed budget. The 2024-2025 Proposed Budget Presentation is attached to these minutes and therefore incorporated herein. He reminded the Council that it directed staff to create the budget with a \$0.03 tax increase and fill the gap with fund balance. The main focus of discussion was the appropriate way to fund the deficit and the right combination.

Finance Officer Jessie Williams presented options to fund the budget deficit. This presentation is attached to these minutes and therefore incorporated herein. Council discussed all possibilities for the deficit.

3. Adjournment

Council Member Scholl moved to adjourn the meeting, seconded by Council Member Ayers, and the motion received unanimous support. The meeting was adjourned at 7:44 p.m.

Approved on \_\_\_\_\_, 2024.

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

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

Approved as to form:

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

15957

March 20, 2024

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

The Town Council of the Town of Stallings met for a special budget meeting on May 28, 2024, at 5:30 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

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

Those absent were: Council Member Taylor-Rae Drake.

Staff present were: Alex Sewell, Town Manager; Erinn Nichols, Assistant Town Manager/Town Clerk; Assistant Police Chief James Perry; Kevin Parker, Town Engineer; Max Hsiang, Planning Director; Karen Reid, Human Resources Director; and Eunice Donnelly, Parks and Recreation Director.

1. Call the Meeting to Order

Mayor Dunn called the meeting to order.

2. 2024-2025 Budget Discussions

Mayor Dunn opened the meeting. Town Manager Sewell reviewed the proposed budget and reviewed with the Council the tax rate scenarios as well as options for funding the revenues. This presentation is attached to these minutes and therefore incorporated herein.

Council discussed its options. Council held consensus to consider the budget for the 2024-2025 with a \$0.03 tax increase. It also agreed to update the financial policies regarding fund balance.

*Council Member Hall arrived at 6:10 p.m.*

3. Adjournment

Council Member Ayers moved to adjourn the meeting, seconded by Council Member Richardson, and the motion received unanimous support. The meeting was adjourned at 6:16 p.m.

Approved on \_\_\_\_\_, 2024.

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

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

Approved as to form:

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

**MINUTES OF STALLINGS DISTRICT S MEETING  
OF THE  
TOWN OF STALLINGS, NORTH CAROLINA**

The Board of Stallings District S met for a regular meeting on May 28, 2024, at 9:45 p.m. at the Stallings Government Center, 321 Stallings Road, Stallings, North Carolina.

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

Staff present were: Alex Sewell, Town Manager; and Erinn Nichols, Assistant Town Manager/Town Clerk.

1. Call the Meeting to Order

Mayor Dunn called the meeting to order.

2. Resolution Calling for an Advisory Referendum on the Question of whether to Levy a Room Occupancy Tax and Notification to the Union County Board of Elections

Board Member Scholl made the motion to approve the *Resolution Calling for an Advisory Referendum on the Question of whether to Levy a Room Occupancy Tax and Notification to the Union County Board of Elections*. The motion was seconded by Board Member Hall and passed unanimously. The *Resolution Calling for an Advisory Referendum on the Question of whether to Levy a Room Occupancy Tax and Notification to the Union County Board of Elections* is attached to these minutes and therefore incorporated herein.

3. Adjournment

Board Member Hall moved to adjourn the meeting, seconded by Board Member Drake, and the motion received unanimous support. The meeting was adjourned at 9:48 p.m.

Approved on \_\_\_\_\_, 2024.

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

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

Approved as to form:

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

**TOWN OF STALLINGS**  
**FY 2024 - 2025 BUDGET ORDINANCE**

**SECTION 1.** The following amounts are hereby appropriated for the operation of the Town's government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

<b>GENERAL FUND</b>	\$ 10,190,100
<b>FUND BALANCE APPROPRIATED - GENERAL FUND</b>	460,400
<b>TRANSFER FROM ARPA CAPITAL PROJECT FUND</b>	665,000
<b>STORM WATER FUND</b>	808,200
<b>TOTAL</b>	\$ 12,123,700

**SECTION 2.** That for the said fiscal year, there is hereby appropriated out of the following categories:

**General Fund**

Public Safety	\$ 3,868,500
Transportation (including Powell Bill)	1,511,125
General Government	1,451,100
Sanitation	1,450,000
Parks and Recreation	1,210,550
Public Works	814,200
Planning and Zoning	619,800
Debt Service	340,225
Council Discretionary	50,000
<b>Total Appropriations - General Fund</b>	<b>\$ 11,315,500</b>

**Storm Water Fund**

General Expenses	\$ 779,900
Council Discretionary	28,300
<b>Total Appropriations - Storm Water Fund</b>	<b>\$ 808,200</b>

**SECTION 3.** It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2024 and ending June 30, 2025 to meet the appropriations shown in Section 2.

**Category**

Ad Valorem and Personal Property Taxes	\$ 5,948,200
Sales & Use Tax	2,100,000
Utility Sales Tax Distributions	825,000
Transfer from ARPA Capital Project Fund	665,000
Powell Bill (funding for roads)	500,000
Fund Balance Appropriated	460,400
Investment Earnings	395,000

Grant Revenues	149,800
Other Tax Distributions (Solid Waste Disposal, Gross Vehicle Rental and Beer & Wine)	96,500
Licenses, Permits and Fees	86,600
Other Revenues	64,000
Federal Forfeiture Funding	25,000
<b>Total General Fund Revenues</b>	<b>\$ 11,315,500</b>
Storm Water Fees	\$ 798,100
Investment Earnings	10,100
<b>Total Storm Water Fund Revenues</b>	<b>\$ 808,200</b>
<b>Total Revenues</b>	<b>\$ 12,123,700</b>

**SECTION 4.**

a) There is hereby levied, for the fiscal year ending June 30, 2025, a tax rate of \$0.216 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 2024 for the purpose of raising the revenue for ad valorem taxes shown in Section 3 of this ordinance in order to finance the foregoing appropriations. This rate is based on an estimated total valuation of property for the purpose of taxation of \$2,528,312,111 at an estimated rate of collection of 98.5% for a net property valuation of \$2,490,387,429. One penny (\$0.01) on the tax rate will yield \$252,831.

b) There is hereby established a Storm Water Rate Schedule for the purpose of raising revenue to fund the Storm Water program:

Residential	\$67.00/year
Non-residential (per ERU, which equals 2,060 square feet)	\$67.00/ERU/year

c) The fees for park rentals, civil citations, zoning permits and other miscellaneous items with the Parks and Recreation, Planning and Zoning and other Town departments will be in accordance to the attached fee schedule and effective July 1, 2024.

d) Any fee not listed specifically herein is officially set at the rate designated by the most recent Town Council decision on the matter.

**SECTION 5.** The Budget Officer shall be authorized to reallocate departmental appropriations among the various objects of expenditures as deemed necessary.

**SECTION 6.** Any outstanding encumbrances as of June 30, 2024 are authorized to be added to each appropriation, as it ensures accounting for expenditures in the fiscal year they are paid.

**SECTION 7.** Any grant funds not depleted during the prior fiscal year may be carried over with Town Manager approval.

**SECTION 8.** That before any portion of any contingency appropriation is expended, the Town Council must by resolution authorize such expenditure.

**SECTION 9.** Copies of this Ordinance shall be furnished to the Town Clerk to be kept on file for direction in the disbursement of funds.

**SECTION 10.** This ordinance shall be effective upon its adoption.

ADOPTED this 10th day of June 2024.

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Wyatt Dunn, Mayor

Attested:

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Erinn Nichols, Assistant Town Manager/Town Clerk



## FEE SCHEDULE 2024-2025

Residential & Non-Residential Plan Review*	
Preliminary Site Development Plan Review (Concept Plan Major & Minor)	\$500.00
Major Subdivision & Construction Document Preliminary Review (Article 7.7-1)*	
0 to 10 acres	\$2,000.00 plus \$350.00 per total acre
10+ acres	\$2,500.00 plus \$375.00 per total acre
Minor Subdivision Review (Article 7.7-2)	
Residential - 4 lots or less created	\$250 for the first lot or unit plus \$150.00 for each additional lot or unit
Non-Residential	\$500
Final Subdivision Plat Review (Final Plat)	
Per Map	\$500.00 plus \$75 per lot or unit
Fee In Lieu	See Article 21
Revisions	
Minor (4 lots or less)	\$250.00
Major (5 or more lots & Non-Residential)	\$500.00
Excessive (determined by the Development Administrator)	1/3 of the total original review fee
Resubmittals	
Minor (w/ 4th plan submittal & each submittal thereafter)	\$250.00
Major (w/ 4th plan submittal & each submittal thereafter)	\$500.00
Excessive Resubmittals (determined by the Development Administrator)	1/3 of the total original review fee per submittal
Two or more years dormant	Re-payment of fees from current fee schedule
<b>*Additional Engineering and Stormwater Fees apply.</b>	

Engineering & Stormwater Fees	
Traffic Impact Analysis	Defined Per TIA Ordinance (Article 7)
Floodplain Development & Certification Permit	\$2,500.00 plus \$100.00 per total acre
Bond Review	\$100.00
Driveway Permit (New)	\$100.00
Driveway Permit (Any Modifications)	\$50.00
Encroachment Agreements	\$100.00
Retaining Walls within Public Rights-of-Way and/or Easements	3 <sup>rd</sup> Party Review -TBD Upon Submittal (Approx. \$1,000.00 per wall)
Storm Water Review Fees (if Article 19 is triggered)	
Minor- Stormwater Review	\$250.00 plus \$150.00 per total acre
Major Construction Documents - Stormwater Review	\$2,500.00 plus \$100.00 per total acre
Surcharge per on-site detention facility	\$1,000.00
Appeal of PCSWO	\$1,000.00

Zoning Amendment Fees	
Text Amendment - Development Ordinance	\$600.00
Vested Rights Zoning Permit - Major Subdivision	\$300.00
Vested Rights Zoning Permit -Minor Subdivision	\$250.00



## FEE SCHEDULE 2024-2025

<b>Conventional - Zoning Map Amendment (General Rezoning)</b>	
Less than 2 acres	\$300.00
2-10 acres	\$500.00
Greater than 10 acres	\$1,200.00 plus \$25 per total acre
<b>Conditional Zoning (CZ) - Zoning Map Amendment (Article 5.4)</b>	
Less than 2 acres	\$600.00
2-10 acres	\$1,000.00
Greater than 10 acres	\$2,000.00 plus \$50 per total acre
<b>Board of Adjustment Request (Quasi-Judicial)</b>	
Appeal Request	\$600.00
Variance Request	\$600.00
<b>Special Use Permit Request (Quasi-Judicial)</b>	
Less than 2 acres	\$600.00
2-10 acres	\$1,000.00
Greater than 10 acres	\$1,800.00 plus \$50 per total acre
<b>Revisions</b>	
Any modifications to Zoning Amendment submittal.	\$250.00 per revision submittal

<b>Administrative Planning &amp; Zoning Fees</b>	
<b>Zoning Permits (Article 7.5)</b>	
Residential - New Construction	\$150.00 per unit
Residential - New Construction for Multi-Family (Apartments only)	\$150.00 plus \$75.00 per unit
Residential - Accessory Structure, Additions, Interior Upfit	\$75.00 each
Pool Installation Permit	\$150.00
Use Permit - Permanent & Accessory (Non-Residential)	\$50.00 per use
Home Occupation Use Permit (Article 10.1-21)	\$75.00
Temporary Use Permit	\$50.00
Commercial - New Construction	\$250.00
Commercial - Accessory Structure, Additions, Interior Upfits not requiring site plan review	\$100.00 each
<b>Sign Permits (Article 17)</b>	
Permanent Wall Sign	\$75.00 per sign
Permanent Free-Standing Sign (Monument, etc.)	\$125.00 per sign
Temporary Sign Permit (Banners, Feather Flags, etc.)	\$25.00 per sign
Master Sign Plan (Article 17.10)	\$200.00
<b>Certificate of Zoning Compliance (Zoning Compliance Inspection)</b>	
Residential Zoning Compliance Inspection - New Construction	\$150.00 per unit
Residential - Accessory Structures & Additions Requiring Site Plan Review	\$50.00 each
Commercial Zoning Compliance Inspection - New Construction & Additions Requiring Site Plan Review	\$200.00





## FEE SCHEDULE 2024-2025

Commercial – Accessory Structures/Additions Requiring Site Plan Review	\$75.00
w/ 4 <sup>th</sup> inspection & each inspection thereafter	Original fee plus \$50.00 for each inspection thereafter
Letter of Zoning Compliance (Zoning Verification Letter)	\$75.00
<b>Miscellaneous Fees</b>	
Chicken Permit	\$25.00
Demolition Permit - Residential	\$50.00 per structure
Demolition Permit - Non-Residential	\$100.00 per structure
Development Agreement (Article 7.15)	\$8,500.00
Special Events & Temporary Structures Permit	\$50.00
Tree Disturbance Permit (Article 11.10)	\$150.00
Land Disturbance Permit (non-structural)	\$100.00 per 1/2 acre disturbed
<b>Revisions</b>	
w/ 3rd revision & each thereafter	Original Fee

Copies & Maps	
Copies	\$0.50 per page
<b>Maps (color)</b>	
A Size (8.5 X 11)	\$1.00
B Size (11 x 17)	\$5.00
C Size (17 x 22)	\$10.00
D Size (22 x 34)	\$15.00
E Size (34 x 44)	\$20.00
Custom Maps	\$35.00 per hour rounded to ¼ hour

Police Department	
<b>Wrecker Services</b>	
Vehicles 8,500 pounds or less (including passenger vans and motorcycles)	\$175 per vehicle
Waiting time after the first hour of arrival	\$10 per hour
Winching service	\$30 per vehicle
Motorcycle towing (in addition to basic towing)	\$10
Tire Change	\$60 per vehicle
Out of gas	\$60 per incident
Unlock Vehicle	\$45 per vehicle
Gate Fee (if applicable) - Transport trucks, car haulers, and large equipment	\$25
Tarp Fee	\$10
Motorist Assist / Disabled Vehicles under 8,500 pounds	\$75 7:00 am to 7:00 pm
	\$85 7:00 pm to 7:00 am
Storage	\$25 per day
Clean up of debris or spilled cargo requiring more than 30 min to secure and remove	\$25 per hour
Towing more than one motorcycle	\$130 apportioned between each vehicle owner



## FEE SCHEDULE 2024-2025

Service charges for vehicles larger than 8,500 pounds or subject to Asset Forfeiture Evidence Holds	\$250
<b>Miscellaneous Fees</b>	
Fingerprint Card	\$15.00 for each card
Report Copies	No charge for reports only a few pages in length. The Town's per-page fee may apply for large printing requests.
Solicitation Permit	\$150.00
Amplified Sound Permit	\$10.00

Parks & Recreation Department Fee Schedule		
<b>Vendor Fees for Events</b>		
Vendor Flat Rate (Event)	\$50	
Stallings Fest Vendor	\$75/Vendor	
<b>Park Rental Fees</b>		
	<b>Resident</b>	<b>Non-Resident</b>
Shelter A	\$30	\$50
Shelter D / Heath Guion Shelter	\$50	\$70
Picnic Pods	\$20	\$30
<b>Park Staff Fee for Large Reservations</b>		
	<b>Charge per hour</b>	
Hourly Basis	\$15.00 per staff member per hour	
<b>Event and Program Participation Fee</b>		
Range is based on event type	\$5-\$35	

Miscellaneous Fees	
<b>Returned payment fees</b>	
Returned check fees	\$35 (maximum fee as set forth by NC G.S. 25-3-506)
Returned payment fee, other than checks	Actual Town costs

Fee Schedule Revisions:	
<b>Town Council Authority</b>	
The Town Council reserves the right to amend any fee amount listed in this schedule through official decision-making processes.	
<b>Unlisted Fees</b>	
Any fee not explicitly listed herein is officially set at \$100.00 or the rate designated most recently by Town Council decision.	
<b>Adopted</b>	
June 10, 2024	



# Micro Surfacing In Your Neighborhood

What to expect.



# What's Micro Surfacing?

Part of a family of asphalt maintenance treatments used worldwide since the 1930's

Slurry surfacing systems used in the US since the 60's

Slurry Pavers has been applying them for more than 50 years





# What's Micro Surfacing?

Blend of emulsified asphalt, fine aggregate, mineral filler, water and latex polymers

Mixed and spread in a mobile operation as thin wearing surface

Extends the life of pavement in upwards of 8 years or longer.



# Why use it?

## #1: Economy

Slurry surfacing costs 4 to 6 times less than hot mix asphalt overlays

Mill and overlay now almost 10x

Pavement preservation extends road life and allows for more roads to be improved each year

Preserving vs. rebuilding unnecessarily is a better use of our tax dollars



**Micro Surfacing vs. traditional asphalt resurfacing**



# Why use it?

## #1: Economy

Road condition determines the best course of action

PAVEMENT CONDITION PLEASE SELECT

PRIMARY DISTRESS STARTING STRONG (PREVENTIVE)

ROAD TYPE PLEASE SELECT

SURFACE TYPE PLEASE SELECT

OTHER FACTORS TO CONSIDER



Courtesy of roadresource.org

### PCI Rating Scale

A = 85-100

B = 70-84

C = 55-69

D = 40-54

F = 0-39

# Why use it?

## #1: Economy

Long-term costs drastically reduced

Proactive maintenance strategy keeps roads in better condition over the road's lifetime

Equivalent annualized costs are less than half for proactive maintenance using preservation



—■ Conventional Approach

—● Optimized Strategy

- Year 11 Mill & Fill with HMA overlay
- Year 22 Mill & Fill with HMA overlay
- Year 33 Mill & Fill with HMA overlay
- Year 44 Mill & Fill with HMA overlay

- Year 1 & 31 Rejuvenating Fog Seal
- Year 4, 23, 35, & 42 Crack Seal
- Year 7 & 38 Slurry Seal
- Year 12, 27 & 50 Micro Surfacing
- Year 20 Cape Seal
- Year 30 1.5" AC Overlay

Total Cost: \$205.6 Million

Total Cost: \$79.6 Million

OPTIMIZED STRATEGY  
TOTAL SAVINGS

\$126,000,000



Do they add value?

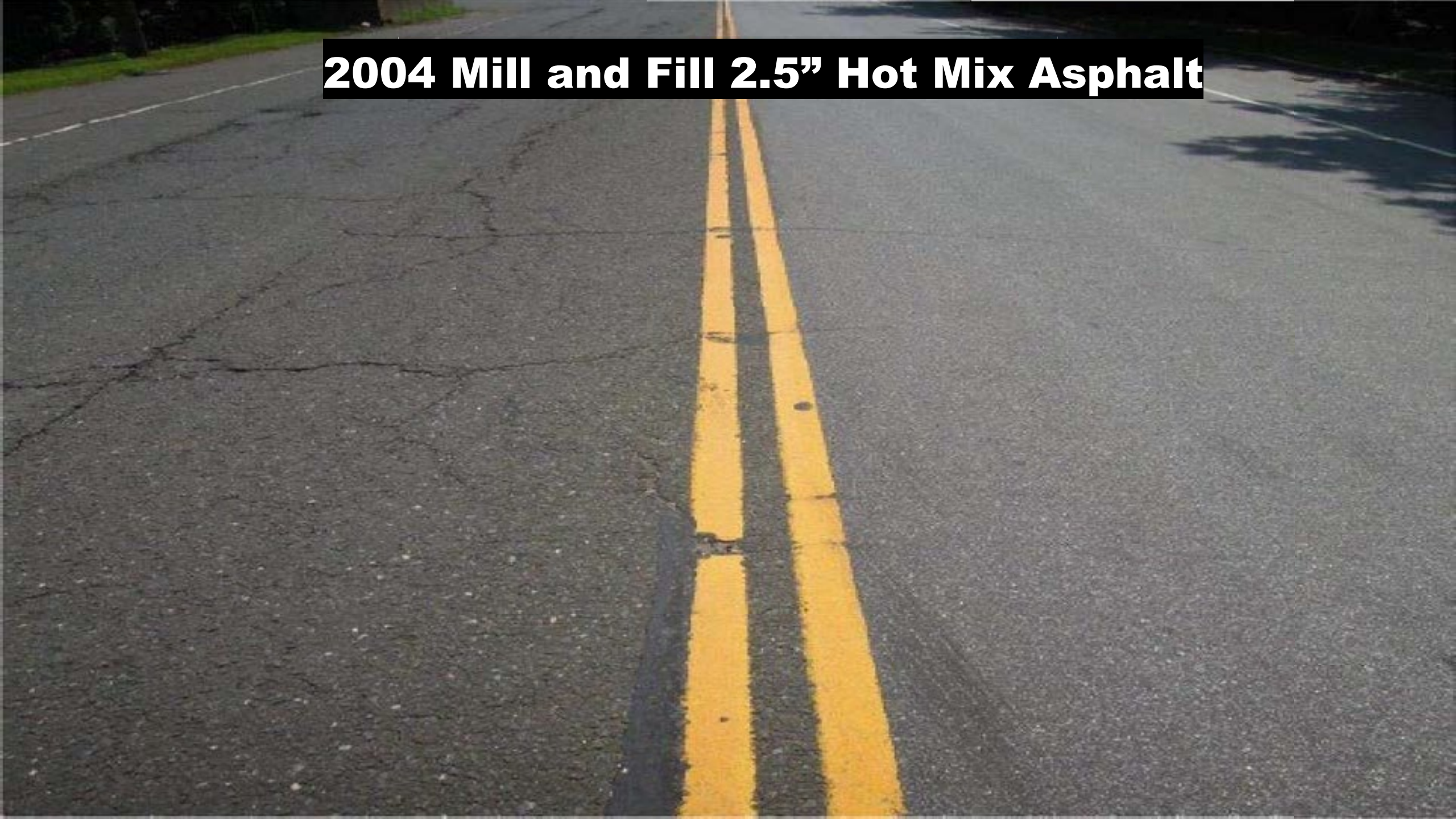
**Do they really work?**




# A Tale of Two Townships



**2004 Mill and Fill 2.5" Hot Mix Asphalt**







**2004 Mill and Fill 2.5" Hot Mix Asphalt**

**2010 Crack Fill and Micro Surfacing**

**Photo taken in 2014**



**October 2018: Photograph Taken**

**2004: 2.5" Mill and Overlay**

**No  
Additional  
Treatment**

**2010: Crack Sealing  
& Conventional  
Micro**

Several steps to a successful project.

# What's the process?



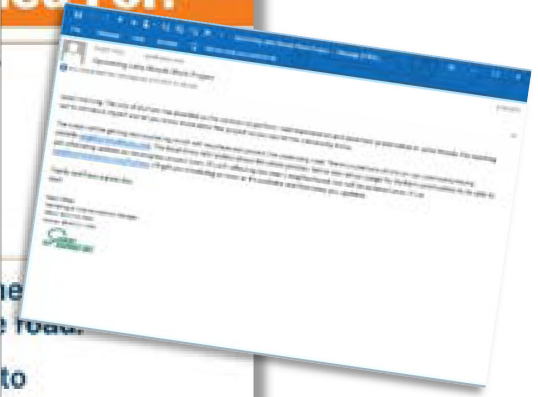
# Outreach

Project Notification mailed well in advance of all work commencing

Signs and Notices several days before slurry application begins

No Parking signs posted in advance

Community groups and website updated throughout the project



# Step 1: Preparation

## Crack Sealing

Cracks 1/4 inch and greater filled

Quick-moving operation, parking affected need-only

Work zone protected by flaggers

Generally unintrusive





# Step 1: Preparation

## Patching

Localized failures repaired with plant mix asphalt

Includes potholes, utility cuts, wide cracks, minor “alligating”

Localized parking restrictions





# Step 2: Resurfacing

## Micro Surfacing

On the day work begins  
Traffic Control crew  
arrives

Cones put out, manhole  
and utility covers  
protected

TIP: Work will be  
performed today.





# Step 2: Resurfacing

## Micro Surfacing

Some intersections taped off

Roadway swept prior to  
resurfacing





# Step 2: Resurfacing

## Micro Surfacing

Brown when initially placed

Water evaporates and  
surface turns black

Coned off, flaggers

Traffic-ready in 1 to 2 hours

TIP: Do not cross brown  
Micro Surfacing





# Step 2: Resurfacing

## Micro surfacing

Lanes will be clearly defined  
by traffic cones

When in doubt, the darker  
lane will be the travel lane

Drive conservatively





# Step 2: Resurfacing

## Micro Surfacing

Some cul-de-sacs may need to be done all at once

Residents in the circle will be notified to make arrangements to move vehicles if necessary

TIP: Crew will notify residents if so



## Step 3: Clean-up

Surface "fines" ravel off during wear-in and curing

Streets are swept about two weeks after treatment, sanding swept earlier

Monitored for several weeks and then inspected to ensure everything is complete





# Keys to Quality

## Cooperation is Key!

Please follow direction from traffic control

Pay attention to road signs





# After Application Characteristics

New Asphalt surfaces can scuff


High surface temps soften *every* type of new asphalt

Drive conservatively and avoid sitting still while turning wheel

Most will blend in with time and traffic







**Micro Surface or Hot Mix Asphalt?**





**Homeowners' New Hot Mix Asphalt and Asphalt Pavement Sealer**





[www.neighborhoodslurry.com](http://www.neighborhoodslurry.com)



A photograph of a residential street with a double yellow line down the center. The street is lined with trees and houses. On the left, there's a white house with a porch. On the right, there's a larger house with a porch and a yellow diamond-shaped sign that says "BUMP". The text "Thank you." is overlaid in the center of the image.

Thank you.



# MEMO

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To: Stallings Town Council  
From: Matt Dillard, Code Enforcement Officer  
Date: June 10, 2024  
Re: Policy for Assessed Civil Penalties

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**Request:** Currently, the Town of Stallings does not have a policy in place that provides a process after civil penalties have been issued. A policy will provide consistency, clarity and flexibility for this process. The policy would outline the steps required by the violator should they request to reduce or void the assessed penalties. A payment installment agreement form will be included in this policy should the violator agree to pay the penalties. This policy can only be a benefit to the town by providing stability and transparency during the post issuance of civil penalties.

I am requesting the adoption of the attached Policy for Assessed Civil Penalties.





## Proposed Policy for the Voiding or Reducing accessed Civil Penalties.

Following the issuance of a Notice of Violation and failure to comply with the standards of a Town Ordinance, the Code Official, Police Official, or other Town Official may issue Civil Penalties to the property owner, the property occupant, contractors, or other parties in interest.

### 1) **Voiding:**

Should it be determined after Civil Penalties have been issued that the penalties have been issued in error, the issuing Official may submit a memorandum to the Town Manager, through the appropriate department head, stating the facts of the matter, a request for authorization to void the collective penalties and stating the total amount of the penalties issued. Upon authorization, the issuing Official shall notify the property owner or other parties who were issued the penalties that the penalties have been voided and removed. A copy of the notice will be filed with the case file documents.

### 2) **Reducing:**

Should the property owner, the property occupant, contractors, or other parties in interest request that correctly issued Civil Penalties be reduced, the following procedures shall apply.

- a) The premises where the violations were observed/occurred shall be brought fully into compliance with the issued Notice of Violation and the ordinance that was violated. Verification of compliance must be made by the issuing official and/or department that issued the original Notice.
- b) The person or persons requesting the reduction or waiver shall submit such request in writing, stating the facts and circumstances to support their request.
- c) The request shall be signed by the requestor and include all appropriate contact information in the document.
- d) The request shall be submitted to the Town administrative offices for review and submittal to the Town Council for possible action at their next regularly scheduled meeting.
- e) Under no circumstances shall any request to reduce Civil Penalties be accepted for in the amount of \$2,500 or less.
- f) The requestor shall be notified of the date and time the matter will be addressed by the Town Council.
- g) The Town Council may reduce or affirm the full amount of the Civil Penalties at their discretion by a simple majority vote. Should the Council choose to reduce the amount of the Civil Penalties accessed, they shall use the following information to determine the maximum amount of the reduction.

\$2,501 to \$10,000 may be reduced by no more than 50%.  
\$10,001 to \$50,000 may be reduced by no more than 75%.  
\$50,001 and above may be reduced by no more than 85 %.

- 1) Example - an accessed penalty of \$12,000 may be reduced as follows:

The first \$10,000 may be reduced to no less than **\$5,000**.

The remaining \$2,000 may be reduced to no less than **\$500**.

The total amount of the Civil Penalties due after reduction would be **\$5,500**.

- 2) Example - an accessed penalty of \$60,000 may be reduced as follows:

The first \$10,000 may be reduced to no less than **\$5,000**.

The amount above \$10,001 up to the \$50,000 (\$40,000) may be reduced to not less than **\$10,000**.

The remaining \$10,000 may be reduced to no less than **\$1,500**.

The total amount of the Civil Penalties due after reduction would be **\$16,500**

- h) Upon a decision by the Town Council, the total amount shall be due and payable in full within ten (10) workdays of the decision. If payment cannot be made in full, the requestor may, within ten (10) workdays of the decision, request to enter into an agreement and payment schedule as discussed in section 3 below.
  - i) The Town Council may also pass on addressing the matter, and thus, the Civil Penalties shall stand, in full, as a debt owed to the Town, and further collection action shall follow. The requestor shall be notified if the Town Council declines to hear the matter.
- 3) Should a person subject to Civil Penalties agree to pay the penalties but is unable to make payment in full, they may request to enter into an agreement to schedule a payment plan with the Town. The agreement will be submitted in writing and signed by the requestor. See the attached sample of the agreement and schedule of payments. The Town may also choose to decline the request for the agreement. The agreement shall contain the total amount due, a down payment amount, and equal installments to be paid monthly by a specified date and such agreement shall be limited to a period of not to exceed twelve (12) months for amounts between \$1,200 and \$6,000. For amounts more than \$6,000, the agreement shall be limited to not more than twenty-four (24) months. Any amount less than \$1,200 shall not be eligible for a payment plan agreement.



**STATE OF NORTH CAROLINA  
COUNTY OF UNION**

**INSTALLMENT AGREEMENT  
FOR PAYMENT OF  
CIVIL PENALTIES ASSESSED**

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**WHEREAS**, the Town of Stallings previously had cause to issue one or more Notices of Violation to the owner(s) of the property located at 608 Carson Street (7538-15-54-0380) for violations of the Town of Stallings Code of Ordinances; and

**WHEREAS**, the property owners, \_\_\_\_\_, failed to abate the noted violations in a timely manner as required by the Notice of Violation dated August 15, 2023; and

**WHEREAS**, the Town of Stallings issued a Notice of Civil Citation on October 4, 2023, due to continued failure by the owners to comply with the previous Notice of Violation; and

**WHEREAS**, the owners continued the violations, and the Town of Stallings issued a Demand for Payment letter on January 3, 2024, in the amount of \$ 4,600.00 (Four Thousand Six Hundred Dollars and No Cents); and

**WHEREAS**, on January 17, 2024, an inspection of the property with \_\_\_\_\_, revealed that all but a few violations were abated by the owners and the remaining items were to be removed soon. A verbal agreement was made to stop all penalty accrual as of January 3, 2024, due to the current level of compliance and the owner suggested that she would be able to pay the penalties on a payment plan; and

**WHEREAS**, on February 7, 2024, it was noted that all violations were abated by the owners:

**WHEREAS**, \_\_\_\_\_, has agreed to make a down payment in the sum of \$ \_\_\_\_\_ and to make monthly installment payments in the amount of \$ \_\_\_\_\_ each month as described herein;

**WHEREAS**, the Town of Stallings acknowledges receipt of the sum of \$ \_\_\_\_\_ as the down payment; and

**NOW THEREFORE**, the Town of Stallings agrees to the following payment schedule as described herein, and further states that failure to make the scheduled payments as required herein will result in the Town initiating a civil action in the North Carolina General Court of Justice for collection of the unpaid balance of penalties, which may include additional attorney fees, interest, court costs and other such relief as permitted by law.

**PAYMENT SCHEDULE**

Payments are due not later than the date of each month as indicated below:

May 17, 2024,	<b>\$400.00 (Down payment)</b>
June 17, 2024,	\$400.00
July 18, 2024,	\$380.00
August 19, 2024,	\$380.00
September 18, 2024,	\$380.00
October 18, 2024,	\$380.00
November 18, 2024,	\$380.00
December 18, 2024,	\$380.00
January 17, 2025,	\$380.00
February 18, 2025,	\$380.00
March 18, 2025,	\$380.00
April 18, 2025,	<u>\$380.00</u>
	<b>\$4,600.00</b>

I, \_\_\_\_\_, do hereby acknowledge, agree, and promise to pay to the Town of Stallings, the total balance of \$4,600.00 (Four Thousand Six Hundred Dollars and No Cents) as required in the terms of this Agreement and installment payments, without interest, in accordance with the payment schedule above.

In the event that any part thereof is not paid when due, I acknowledge and agree that the Town of Stallings will initiate a civil action in the North Carolina General Court of Justice for collection of the unpaid balance of penalties, which may include additional attorney fees, interest, court costs and other such relief as permitted by law.

**WITNESS** my hand this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

I, \_\_\_\_\_, Notary Public of said State and County, do hereby certify that \_\_\_\_\_ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

**WITNESS** my hand and Notarial Seal, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
My Commission expires  
Acceptance of agreement for the Town of Stallings

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title and Department

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title and Department



**THIRD AMENDMENT TO STALLINGS EMPLOYMENT AGREEMENT**

**THIS THIRD AMENDMENT TO THE TOWN OF STALLINGS EMPLOYMENT AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024 by and between the Town Council of Stallings, North Carolina, a municipal corporation, hereinafter called “Town” as party to the first part and Alex Sewell, hereinafter also referred as “Town Manager,” as party to the second part, both of whom understand as follows:

**WITNESSETH:**

**WHEREAS**, Town and Manager entered into an Employment Agreement on January 8, 2018, with several amendment since that time on January 28, 2019, and September 27, 2022; and

**WHEREAS**, on May 28, 2024, Town and Manager negotiated a change in compensation for Manager to be paid \$157,000.00 per year; and to add an additional sick day (7.5 hours) per month under Section 6 *Other Benefits*.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties agree to amend Section 4 *Salary* and Section 6 *Other Benefits* to add the following language: Manager shall receive a yearly salary of \$157,000.00 and one additional sick day (7.5 hours) per month. All other terms and amendments remain in full force and effect.

**IN WITNESS WHEREOF**, the Town of Stallings has caused this Third Amendment to the Town Manager’s Employment Agreement to be signed and executed in its behalf by its Mayor and duly attested by its Town Clerk and the Town Manager has signed and executed this Agreement, both in duplicate, the day and year first written above.

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

\_\_\_\_\_  
Alex Sewell, Town Manger

ATTEST:

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

(SEAL)

This Agreement has been pre-audited as required by the North Carolina Local Government Finance Act.

\_\_\_\_\_  
Jessie Williams, Finance Officer