



Town of Clayton  
Town Council Regular Meeting Minutes  
Monday, February 16, 2026 at 6:00 PM  
Council Chambers, Town Hall  
111 E. Second Street

Pursuant to N.C. General Statute § 143-318.10(e), these minutes provide a general summary of the Town Council meeting and do not represent a verbatim transcript. A complete video recording of this meeting is available for public access on the Town of Clayton's official YouTube channel: <https://www.youtube.com/user/TownofClaytonNC>.

**Council Present:**

Mayor Jody McLeod  
Mayor Pro Tem Andria Archer  
Council Member Ruth Anderson  
Council Member Porter Casey  
Council Member Amanda Underwood  
Council Member Gretchen Williams

**Staff Present:**

Rich Cappola, Town Manager  
Jim Cauley, Town Attorney  
Heidi Holland, Town Clerk  
Dolores Gill, Deputy Town Manager  
Lee Barbee, Deputy Town Manager  
Robert McKie, Finance Director  
Nathanael Shelton, Communication Director  
Robert Tate, Senior Planner  
Joshua Baird, Water Resources Director  
Todd Melton, Budget Manager  
James Blalock, Assistant Water Resources Director  
Jonathan Ham, Engineering Director  
Kinsey Holton, Assistant Engineering Director

**Council Absent:**

**1. CALL TO ORDER**

- a. Call to Order

Mayor McLeod called the meeting to order at 6:00 p.m.

- b. Pledge of Allegiance

Mayor McLeod led the Pledge of Allegiance.

- c. Invocation

Mayor McLeod provided the Invocation.

**2. ADJUSTMENT OF THE AGENDA**

- a. Adopt or Adjust the Agenda

Mr. Cappola stated Joshua Baird would present item 8a. and Jonathan Ham would present item 9b. Mayor Pro Tem Archer stated she would recuse herself tonight from voting on items 6a., 6b., 8a., and 9c. due to her being employed being by a developer associated with these items.

**Adoption of the Agenda**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Porter Casey

<b>Second:</b>	Gretchen Williams
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

### 3. CONSENT AGENDA

- a. Minutes
- January 5, 2026 - Work Session
  - January 20, 2026 - Regular Meeting

**Presenter:**  
Heidi Holland, Town Clerk

- b. National School Resource Officer Day Proclamation

**Presenter:**  
Heidi Holland, Town Clerk

#### Adoption of Consent Agenda as Presented

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Andria Archer
<b>Second:</b>	Gretchen Williams
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

### 4. ADMINISTRATIVE ITEMS

- a. Clayton4U
- Fire Lanes
  - Clayton Center History

**Presenter:**  
Nathanael Shelton, Communication Director

Mr. Shelton presented two Clayton4U episodes tonight, Fire Lanes and Clayton Center History.

### 5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Government Communications Day Proclamation

**Presenter:**  
Ruth Anderson, Council Member

Council Member Casey read the proclamation into the record and presented it to the Communication and Outreach Department.

b. Engineers Week Proclamation

**Presenter:**

Amanda Underwood, Council Member

Council Member Underwood read the proclamation into the record and presented it to the Engineering Department.

c. 2026-27 Sculpture Trail Selections

**Presenter:**

Dane Martin, Public Art Advisory Board

Board Chair Dane Martin was present to discuss the upcoming year of the Sculpture Trail. He stated there was a record number of submissions this year at 86 submissions with 30 new artists in 10 different states. This upcoming year would make the largest exhibit of sculptures to date. Shared were the new sculptures and their upcoming locations.

Town Square (Main St.) – Everlasting Arms. (This piece was bought between a public/private partnership and would no longer part of the Sculpture Trail.)

Location 1 – Town Square (Fayetteville Street) – Key Hole Flutter Arch

Location 2 – Town Square (O’Neil & Main) – Vuida

Location 3 – Library - Novel Idea (This piece would remain for one more year.)

Location 4 – Horne Square Pad 1 (Near N. Lombard) – Reluctant Prism

Location 5 – Horne Square, Pad 2 (Near N. Lombard) – Scorpius

Location 6 – Horne Square, Pad 3 (Center) – Inner Muse

Location 7 – Horne Square, Pad 4 (Near E. First Street - gravel parking lot) – Pollinator

Location 8 – Front St. Round-a-bout – Tomorrow Scope

Location 9 – Community Center - Low Poly Open Heart

Location 10 – Springbrook Round-a-bout - Red Passage

Location 11 – West End - Tree Branches

Location 12 – Town Hall (left side) – Billy & The Strings

Location 13 – Town Hall (right side nearest to Fay. St.) – Lost Signals

Location 14 – East Clayton Community Park – Icosahedren

Town of Clayton Operation Center – Capital Growth

Clayton Community Park – Big Al’s Story

d. Parks and Recreation Advisory Board Annual Report

**Presenter:**

Kuanyu Chen, Parks and Recreation Advisory Board

Kuanyu Chen, Board Chair of Parks and Recreation Advisory Board and Charles Counts, Board Member, presented the 2025 Annual Report for the board. He stated the 13-member board are the liaisons between the citizens, staff, and Town Council.

He shared information about the renovation of Clayton Community Park. He stated Legend Park is in its final phase of renovation and near completion. The Donald "Clyde" Sinclair Park Renovation had a ribbon-cutting ceremony celebrating its renovation in January 2026. He spoke of the new Community Recreation Facility, formerly known as Clayton Fitness, that the Town recently purchased.

Mr. Counts spoke about future parks assessment. He stated the board has been working with Sara Burroughs with Sage Design to evaluate Town properties and assess parcels that could be utilized to meet the needs outlined in the Parks and Recreation Master Plan. Last year the board had a parks tour where board members visited several Town property sites that could be

used for parks in the future.

He stated at the meetings they have had different staff speak to the board. They recently met with a staff member from the Parks and Recreation Maintenance Facility. Shared were some statistics provided by staff.

He stated the Town hosted the 38<sup>th</sup> Johnston County Senior Games on the brand-new courts; a lot of positive feedback was received. Other items discussed were Camp Clayton, which is a 10-week summer program for children ages 6-11 and the National Inclusion Project which is designed to assist with emotional regulation, overstimulation, processing, anxiety, calm, and focus and provided sensory kits. He spoke on the Journey League, which is an adaptive basketball program for athletes with disabilities, ages 13 and older. This six-week session meets on Friday evenings.

## 6. PUBLIC HEARINGS

- a. 2025-94-CZM Heavner-Mayo Properties: Type 3 Conditional Rezoning, Major Modification

**Presenter:**

Robert Tate, Senior Planner

Mr. Tate stated he would like to combine the presentation for this item and Item 6b. He explained that the request is for a conditional rezoning and a Type 3 major modification for a subject parcel totaling approximately 87.7 acres, currently undeveloped. The property is located within the Town's ETJ and is also accompanied by a contiguous annexation request.

Mr. Tate presented the concept plan, which would be tied to the land if approved. He noted that the concept plan was approved last year, with the only change being the addition of one parcel. Internal connectivity remains the same, with the addition of one westbound turn lane. A revised Traffic Impact Analysis (TIA) was completed. Staff found the request consistent with the Future Land Use Map designation. The site is located between high-density residential areas, while the newly added parcel is designated for lower-density residential.

Mr. Tate stated that approximately 43 conditions are included in the request and were provided in the agenda packet. He reviewed the conditions that have changed since the previous approval:

- **(Condition #12)** Establishing the allowable uses on the southern portion of the new parcel "Mayo property".
- **(Condition #33)** Revisions to the TIA required off-site improvements.
- **(Condition #38)** Flexibility on the number and configuration of landscape strips required within off-street parking lots, provided the total width of combined strips equals the total width of required landscape strips.
- **(Condition #39)** A modification to increase the maximum number of parking spaces between landscape islands from 12 to 16, provided each parking space complies with the Shade Trees requirements in UDO Section 6.6.12.C.
- **(Condition #40)** Flexibility in the placement of plantings within the Streetscape Buffer, allowing them to be located either within the required buffer area or adjacent to it when application of the UDO standards is impracticable.
- **(Condition #41)** Placement of plant material within landscape islands shall allow for a two-foot vehicle overhand from the face of the curb or wheel stop.

- **(Condition #42)** Flexibility in light pole height and the applicability of locational standards in relation to adjacent residential uses to the south and east.
- **(Condition #43)** Updates to UDO section references and clarifying that UDO references are for the UDO with an effective date of July 21, 2025.

Staff recommended approval with conditions, finding the request consistent with the 2045 Comprehensive Growth Plan, as outlined in Motion 1 of the Consistency Statement. The Planning Board also recommended approval and encouraged Council consideration of the modifications.

Council Member Casey asked why the parking lot island standard was originally 12 spaces rather than 16. Mr. Tate stated the 12-space standard supports additional tree shade coverage over asphalt, but the applicant could further explain the reasoning for the modification. Council Member Casey also inquired about stormwater ponds and whether the Town has an adopted stormwater plan. Mr. Cappola confirmed that the Town has an annual stormwater plan encompassing erosion control and long-term maintenance, with staff oversight and required annual state reporting.

The applicant, Mr. Tom Lowell with CASTO, was present and provided background on the company and examples of mixed-use developments. He stated the amendment incorporates the Heavner parcel, which was rezoned in August 2025. The concept plan remains largely consistent with the prior approval, and no buffer agreements were changed.

Mr. Lowell stated that traffic improvements remain the same, with the exception of adding a dual left-turn lane. Additional roadway improvements include a continuous turn lane along the frontage.

Regarding landscaping and parking islands, Mr. Lowell explained that the modification would combine islands to allow for better plant survival and site flow, without increasing overall impervious area or density. He also addressed lighting, stating that within 100 feet of residential properties, light pole height would be limited to 25 feet, while the maximum height elsewhere would increase to 38 feet. Shielding would be provided on the first row of poles adjacent to residential areas.

Council discussion continued regarding buffer areas, which Mr. Lowell stated would remain predominantly undisturbed. Questions were raised about stormwater pond design. Jim Clark of WithersRavenel, Civil Engineer, explained that the ponds are designed to mimic existing conditions and meet peak flow requirements, including routing the 100-year storm event. Mr. Ham confirmed these designs meet Town standards and state requirements.

Council discussed wet ponds and aeration. Mr. Clark stated aeration systems or fountains are not recommended for wet ponds designed for water quality treatment, as they may interfere with sediment settling. He explained that wet ponds are typically deeper and are not conducive to mosquito breeding, which generally occurs in shallow water. He further explained that erosion control measures would be in place during construction, including sediment traps, and that monitoring is required. Mr. Lowell stated that an outside firm would conduct required inspections and provide reports, particularly after significant rainfall events. An operations and maintenance manual would be recorded with the property and run with the land.

Council also discussed traffic projections, with staff noting that a 2% annual growth rate was

maintained in the updated TIA since intersection impacts did not change.

Mayor McLeod opened the public hearing.

Mr. John Scarpa, 1304 Neuse Ridge Drive, thanked Council for their attention to the item and asked whether the development would be revenue neutral. Mr. Cappola responded that the project would benefit the Town's tax base and that multi-family development of this nature supports overall revenue balance. Mr. Scarpa also asked about water and wastewater capacity. Mr. Cappola stated the Town currently has 6.1 MGD capacity and that the requested allocation, included in Item 9c. on the agenda, indicates staff have determined capacity is available. It was clarified that the developer would be responsible for pond remediation costs.

Jessie Dehoff, who lives near the retention pond and owns two downstream lots, expressed concerns regarding downstream conveyance and outlet control. He asked about design intent for controlling discharge and raised mosquito concerns.

Bill Brewer, 744 Lightfoot Drive, expressed concern about standing water and questioned why aeration was not being included. He also requested assurance that Lightfoot Drive would not be opened into the commercial portion of the development.

Eddie Pleasant expressed concern about runoff and flooding in his backyard during heavy rainfall and asked how runoff would be managed.

With no one else wishing to speak, Mayor McLeod closed the public hearing and returned the floor to the applicant.

Mr. Lowell stated he was willing to continue discussions and address neighborhood concerns. Mr. Clark reiterated that the ponds are designed to meet state and Town standards to prevent adverse downstream impacts.

Council discussed mosquito mitigation and stormwater design standards. Staff reiterated that wet ponds are designed according to state MS4 permit requirements and include annual inspection and reporting requirements.

It is to be noted Mayor Pro Tem Archer recused herself from this item.

**Adoption of Ordinance #2026-02-02 and Consistency and Reasonableness Statement (Motion #1)**

<b>Result:</b>	<b>Passed 4-0</b>
<b>Mover:</b>	Ruth Anderson
<b>Secunder:</b>	Gretchen Williams
<b>Yes:</b>	Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Recused:</b>	Andria Archer

- b. 2025-135-ANX Heavner-Mayo Properties: Contiguous Annexation Petition  
**Presenter:**  
 Robert Tate, Senior Planner

Mr. Tate stated he would like to combine the presentation for this item and Item 6a. 2025-94-CZM Heavney-Mayo Properties: Type 3 Conditional Rezoning, Major Modification.

It is to be noted Mayor Pro Tem Archer recused herself from this item.

**Adoption of Ordinance #2026-02-01**

<b>Result:</b>	<b>Passed 4-0</b>
<b>Mover:</b>	Gretchen Williams
<b>Seconder:</b>	Ruth Anderson
<b>Yes:</b>	Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Recused:</b>	Andria Archer

**7. QUASI-JUDICIAL HEARINGS**

**8. OLD BUSINESS**

- a. Walmart Pump Station Abandonment & Gravity Sewer Extension — Resolution of Tentative Award  
**Presenter:**  
 Joshua Baird, Water Resources Director

Mr. Baird presented this item on behalf of Shannon Poole. He stated this is a resolution of a tentative award for a construction project for the water and sewer utility. General statutes as well as Town policy typically require that formal construction projects over \$500,000 come before the governing board for approval. For this specific project, the request is a tentative award for the construction project due to the funding source.

The Town currently operates and maintains a pump station in the vicinity of Walmart, known as Walmart Pump Station. The facility has been in the system since 2002 and is extremely close to capacity. The Town has been working on a project to extend the gravity sewer up to that and abandon it. This gets the risky asset out of the system, reduces ongoing maintenance, electricity cost, fuel cost, maintenance cost, and improves the overall system redundancy by abandoning the pump station as well as extending gravity to the general area. It also opens up the area for additional development and being able to accept new flows from the corridor in the area and around the Walmart area.

Several years ago, the state did request funding support and on October 24<sup>th</sup>, the Town received a letter from the North Carolina Division of Water Infrastructure with intent to fund; Council did accept this.

It was for a total of \$14 million. That funding was provided through the state and local

appropriations act. That \$14 million included this project as well as several other critical infrastructure upgrades within the system. There is funding in place through DWI for this project, but because it is funded through DWI, they must review the bids. Prior to reviewing the bids, they look to see that the local board does have a tentative resolution that is tentatively awarding it to the contractor based on the lowest responsive, responsible bidder.

This project was advertised on January 6, 2026, and bids were received on February 12, 2026. The Town received a total of 9 sealed bids, which was great competition. The lowest bidder was Park Construction of North Carolina. The base bid was \$1,183,599 and did include an alternate for some polymer manholes and that bid amount was \$1,399,963. The bids have been reviewed by Town staff, the engineer record Highfield Engineering, as well as the Town's Contracts and Procurement Manager and all have determined that Park Construction of North Carolina is the most responsive, responsible lowest bidder and do recommend award to them.

The resolution, if approved tonight, allows staff to initiate the process with DWI to receive the authority to award upon review and receiving the authority to award from DWI. Staff would bring a formal and final recommendation of award for the contract back to Council. It does allow staff to move forward with submission of all documents to DWI.

He stated the resolution that was originally provided in the agenda did have an incorrect number, that resolution was corrected and republished as an addendum in the agenda.

It is to be noted Mayor Pro Tem Archer recused herself from this item.

**Adoption of Resolution #2026-10**

<b>Result:</b>	<b>Passed 4-0</b>
<b>Mover:</b>	Gretchen Williams
<b>Secunder:</b>	Ruth Anderson
<b>Yes:</b>	Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Recused:</b>	Andria Archer

b. Budget Amendments and Capital Project Ordinances

**Presenters:**

Todd Melton, Budget Manager  
 Robert McKie, Finance Director

Mr. Melton spoke about a series of budget amendments and two capital project ordinances.

He stated budget amendment ordinance #2026-02-03 realigns FY26 for operating budget for Limited Obligation Bond (LOB) Series 2025 debt issuance. This amendment would help fund strategic property acquisitions, building improvements, new maintenance for Parks and Recreation and fund the closing costs for the bond. Ordinance #2026-02-04 is transferring the remaining funds from the 2024 GO Bond for Parks and Rec. into the general fund to help fund the maintenance building with Parks and Rec. and ordinance #2026-02-05 amends the library renovations.

Two Capital Project Ordinances, ordinance #2026-02-06 establishes capital project fund 625 with the proceeds from LOB Series 2025 which would be used for Building Improvements, newly acquired properties, as well as Fire Station 1 renovations and ordinance #2026-02-07 establishes capital project fund for our upcoming implementation of our ERP (Enterprise Resource Planning) software.

Council Member Casey expressed concern that the community has not yet been fully educated on the recent land acquisitions and their intended purposes, noting that this communication should occur sooner rather than later.

Mr. Cappola responded that Council would receive an update at the upcoming retreat. As part of the LOB (Limited Obligation Bond) process, a comprehensive list of the properties and their anticipated future uses was provided. Several of the properties are being acquired to accommodate staffing needs and organizational growth. The Clayton Fitness property was included in the LOB issuance, and the renovations to Fire Station 1 were incorporated to address staffing quarters and necessary administrative office updates.

Additionally, as part of the Capital Projects team’s ongoing work, related information will be available in the transparency module, which Council would review at the retreat.

Mr. McKie clarified the LOB bonds issued included provisions for upfits within four of the projects, which is the purpose of the capital project fund. The allocations include \$500,000 for Guy Road, \$300,000 for Atkinson Street, \$500,000 for Clayton Fitness, and \$4.7 million for Fire Station 1. He emphasized that no Town fund balance is being used for these acquisitions, as all costs are covered under the debt issuance.

**Adoption of Ordinances #2026-02-03, #2026-02-04, #2026-02-05, #2026-02-06, #2026-02-07**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Porter Casey
<b>Second:</b>	Gretchen Williams
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

**9. NEW BUSINESS**

- a. Approval of a Resolution Declaring Certain Real Property Surplus

**Presenter:**

James Blalock, Assistant Water Resources Director

Mr. Blalock stated staff is requesting approval to donate surplus equipment to Christmount Christian Assembly, a non-profit organization located in Black Mountain, North Carolina. The equipment includes 3 submersible wastewater pumps, 2 variable frequency drives, and 1 control panel that were removed from the Clayton-Raleigh pump station during its upgrade which was completed last February 12, 2025. This equipment has served the Town for 10 years

and was removed when the pump station was expanded from 1 million gallons a day to 1.75 million gallons a day. This is in line with the Town's Strategic Plan for sustainable infrastructure investment. Our current, and any future facilities, cannot use this equipment.

Christmount Christian Assembly, sits on over 600 acres, with most of it located in the North Carolina Wildlife Conservation Land Program. They serve as home for the National Conference Center for the Christian church where they not only host conferences and retreats for families and individuals, but they are also home to Camp Lakey Gap which serves individuals with autism and the Sunshine Retreat which serves adults that suffer from intellectual developmental disabilities.

Black Mountain provides water, sewer, trash, and road maintenance to the center with approximately 90 private homeowners. The entire system and property are maintained by 2 full-time employees as well as volunteers.

During Hurricane Helene, they suffered some damage to several water and sewer mains. Repairs to the infrastructure have been completed but they still are working through accessibility issues with the roads. By donating this equipment, the Town of Clayton would be helping them financially and operationally and give them the opportunity to maintain and improve their utility system.

**Adoption of Resolution #2026-07**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Gretchen Williams
<b>Second:</b>	Andria Archer
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

- b. Agreement with NCDOT for Locally Administered Project Program funding for Main Street Pedestrian Improvements Project BL-0125

**Presenter:**

Jonathan Ham, Engineering Director

Mr. Ham presented on this item tonight in place of Shannon Poole. This item is a request to authorize the Town Manager to execute the NCDOT funding agreement which would allow the Main Street Pedestrian Improvements project to move forward in the design. This project includes intersection pedestrian improvements along Main Street between Ellington and Smith. Tonight's approval does not denote a final approval of design or final design elements; there would still be things to change as this moves through the design process.

The execution allows for detailed project design to move forward and preserves access to the awarded funding. He stated the right-of-way and construction funding was approved for \$1.55 million with a 70/30 cost share, which is essentially \$1.085 million of DOT funding with the Town's match of approximately \$485,000. To proceed with the design and development of the plans and agency approvals, the funding agreement would need to be executed.

A public meeting was held October 22, 2025 where concerns from the community and stakeholders were heard. In response to the feedback, staff have refined the project scope to focus exclusively on pedestrian safety improvements. A downtown parking utilization study, to provide current parking data and guide future parking, planning, and expansion strategies, has been initiated and should begin March 2026.

Council Member Casey asked what the timeframe is, Mr. Ham stated we are at 25% design and there would be several more iterations to come through, so we are about 6-12 months out.

**Approval of Contract/Agreement and Adoption of Resolution #2026-06**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Andria Archer
<b>Seconded:</b>	Porter Casey
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

- c. Approval of a Resolution Granting Wastewater Treatment Capacity for Heavner-Mayo Properties (2025-094-CZM)

**Presenters:**  
 Jonathan Ham, Engineering Director  
 Kinsey Holton, Assistant Engineering Director

Mr. Holton stated tonight’s request included a revised wastewater allocation for the Heavner-Mayo conditional rezoning, this accounts for the additional Mayo track that was pulled in as part of the revisions. The previous approval provided 246,450 gallons per day, tonight’s request is for a total of 263,350 gallons per day. This has been accounted for in the wastewater allocation through the wastewater treatment capacities with the Water Resources Department.

It is to be noted Mayor Pro Tem Archer recused herself from this item.

**Adoption of Resolution #2026-09**

<b>Result:</b>	<b>Passed 4-0</b>
<b>Mover:</b>	Gretchen Williams
<b>Seconded:</b>	Ruth Anderson
<b>Yes:</b>	Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Recused:</b>	Andria Archer

## 10. PUBLIC COMMENTS

John Scarpa, 1304 Neuse Ridge Drive, stated today is President's Day and thanked George Washington and Abraham Lincoln.

David, 465 Rolling Meadow Drive, asked who is responsible for Railroad crossing at the 42 East near US 70. Mayor McLeod stated that it is the property of the NCDOT.

## 11. STAFF REPORTS

### a. Town Manager

Mr. Cappola stated regarding the Walmart Pump Station, 9 bids is a big deal for the Town. He stated we have other projects upcoming and hoped those same bidders would keep an eye out. He stated Council has all received a printout of the Monthly Financial Update, he stated revenues are all tracking within the budget.

### b. Town Attorney

No report.

### c. Town Clerk

No report.

### d. Other Staff

#### 1) Budget Office Updates FY26 Q2

##### **Presenter:**

Todd Melton, Budget Manager

Mr. Melton provided a quarterly update from Oct-Dec 2025. Shared were milestones for that timeframe which included winning the GFOA Budget Book Award, FY26 Mid-Year Budget Reviews were held with department heads, FY27 Budget Development kickoff, launched the Performance Metrics Pilot, and developed the Budget & Performance website.

Forecasted work for January-March 2026 included holding FY27 budget request meetings, expanding the Performance Metrics Pilot, launching the Budget Priorization Survey, Community Education Partners, launching Budget 101video, and holding individual department trainings.

He shared the Budget and Performance website.

## 12. OTHER BUSINESS

### a. Mayor and Council Comments

Mayor McLeod attended the NC Mayors Association Conference last week and one of the topics was the winter weather that just occurred. He shared the unfortunate stories he heard which included the lack of equipment and planning. He gave a huge shout out for all the staff that were here for both winter storms. He stated it was great execution and he thanked everyone.

## 13. CLOSED SESSION

- a. To Discuss a Legal Matter in Accordance with NC GS 143-318.11(a)(3)
- To Discuss Real Property in Accordance with NC GS 143-318.11(a)(5)
- To Discuss a Personnel Matter in Accordance with NC GS 143-318.11(a)(6)

Personnel Matter in Accordance with NC GS 143-318.11(a)(6) was not discussed tonight.

**Motion To Go Into Closed Session**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Gretchen Williams
<b>Second:</b>	Ruth Anderson
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

**Motion To Return To Open Session**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Ruth Anderson
<b>Second:</b>	Porter Casey
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

**14. ADJOURNMENT**

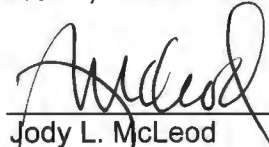
- a. Adjourn

With nothing further, the meeting was adjourned at 10:51 p.m.


**Motion To Adjourn**

<b>Result:</b>	<b>Passed 5-0</b>
<b>Mover:</b>	Andria Archer
<b>Second:</b>	Gretchen Williams
<b>Yes:</b>	Andria Archer, Ruth Anderson, Porter Casey, Amanda Underwood, Gretchen Williams
<b>No:</b>	None
<b>Absent:</b>	

Duly Adopted by the Town Council on Monday, March 2, 2026 while in regular session.

  
\_\_\_\_\_  
Jody L. McLeod  
Mayor

**Attest:**

  
\_\_\_\_\_  
Heidi L. Holland, MMC, MCCMC  
Town Clerk

