

**MINUTES FOR BOARD OF ALDERMEN MEETING**  
**March 10<sup>th</sup>, 2026**  
**6:00 PM**

The following elected officials were present: Mayor Beaty, Alderman Milton, Alderman Blythe, Alderman Withers, and Alderman Cloninger. Alderman Martin was absent.

The following Staff members were present: Jonathan Newton, Town Manager; Robbie Walls, Police Chief; Lindsey Tysinger, Town Clerk; Tom Hunn, Town Attorney; Kristin Boone, Finance Director; Bill Trudnak, Public Works Director; Stuart Valzonis, Planning Director; Brittany Beam, Planner; Willie Smith, Electric Director; Earl Withers III, Fire Chief; Garrison Batchelor, Storm Water Administrator; Captain Fleming.

Mayor Beaty called the meeting to order at 6:00pm.

Mayor Beaty opened with the Invocation and the Pledge of Allegiance to the Flag.

**Approval of Agenda:**

Alderman Cloninger made a motion to approve the agenda as amended with additions of Closed Session G.S. 143-318.11(a)(3) Purpose: Attorney-Client Privilege, seconded by Alderman Blythe and carried unanimously.

**Approval of Minutes:**

Alderman Hoyle motioned to approve the minutes from the February 10 Regular Meeting, February 18 Special Meeting, and February 24 Work Session Minutes, seconded by Alderman Milton and carried unanimously.

**Recognition of Citizens:**

Hayley Beaty read the Resolution Honoring the Life and Service of Allen Lee Huggins (**Attachment 1**)

Lauren Stefaniak, Principal of Carr Elementary presented the Students of the Month.

Rick Alexander, Dallas Resident, spoke in regard to having restroom facilities to accommodate at Jagers Park.

Mike Fields, Dallas Resident, thanked the Board and Staff for their hard work.

**Consent Agenda:**

5A - Budget Amendment – Economic Development Fund (**Attachment 2**)

5B - Parks & Recreation Facility Rental Policy (**Attachment 3**)

5C - Refund Policy (**Attachment 4**)

Alderman Cloninger made a motion to approve the consent agenda, seconded by Alderman Blythe, and carried unanimously.

**New Business:**

8A - March 24 Work Session Meeting Time Change

Change the time of the March 24th Work Session to 3:00pm to allow for sufficient time for in-depth discussion of the upcoming Fiscal Year 2026-2027 Budget.

Alderman Blythe made a motion to approve the time change for the March 24<sup>th</sup> Work Session to 3:00pm, seconded by Alderman Cloninger, and carried unanimously. Recently applied for a CFS with the federal government to improve our water structure.

**Mayor and Aldermen's Report:**

Last week staff went to Carr Elementary to participate in Read Across America Week and to read to the kids. Stuart Valzonis worked with Forestview High School Students to work on a sidewalk activity.

**Manager's Report:**

Clerk posted about the charging station last week. This Friday pavers will be installed possibly, if not it will be in one to two weeks. Paver Memorial is May 25. Yesterday we received notification from EPA on the \$900,000 grant for Stormwater scope change approval, we need to choose between the five projects on which area to improve, currently have bids out for engineering. At the last meeting we briefly spoke on the noise ordinance. Spoke with Tom on possible changes, can bring it back to the next meeting for a vote.

**Adjourn:**

Alderman Cloninger made a motion to go into Closed Session, seconded by Alderman Milton and carried unanimously (6:32).

Alderman Blythe made a motion to go out of Closed Session, seconded by Alderman Milton and carried unanimously (7:04).

Alderman Withers made a motion to adjourn, seconded by Alderman Blythe and carried unanimously (7:04).

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Hayley Beaty, Mayor

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Lindsey Tysinger, Town Clerk

**RESOLUTION HONORING THE LIFE AND SERVICE OF  
ALLEN LEE HUGGINS**

**WHEREAS**, Allen Lee Huggins, born March 26, 1945, in Gaston County, North Carolina, passed away peacefully on February 13, 2026; and

**WHEREAS**, Mr. Huggins was a proud graduate of Dallas High School and honorably served his country in the United States Marine Corps during the Vietnam War; and

**WHEREAS**, he served the community through many roles, including owner of Huggins Barber Shop, Emergency Medical Technician with the Dallas Rescue Squad, and correctional officer at the Dallas Correctional Facility; and

**WHEREAS**, Allen Lee Huggins also devoted time to public service through multiple terms as a member of the Dallas Board of Aldermen and through leadership with Gaston Lodge No. 263 where he served as Past Master; and

**WHEREAS**, he was a faithful member of Holy Communion Lutheran Church and was active in Via De Cristo.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Aldermen of the Town of Dallas honor the life and service of the late **Allen Lee Huggins**, remembering him as a devoted husband, father, grandfather, and friend whose life reflected a deep love for his family, faith, and community, and who will be remembered by many as a cherished figure known for his warm spirit and dedication to family and friends.

**BE IT FURTHER RESOLVED**, that the Town of Dallas extends its deepest condolences to the family of Allen Lee Huggins and expresses gratitude for the lasting impact he made on the community.

Adopted this 10<sup>th</sup> day of March, 2026.

Attested By:

\_\_\_\_\_  
Hayley Beaty, Mayor

\_\_\_\_\_  
Lindsey Tysinger, Town Clerk

(SEAL)

**Town of Dallas**  
**Budget Amendment**

Date: March 10, 2026

Action: Electric Department

Purpose: To Appropriate Funds for Economic Development Funding per Policy

Number: EL-003

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
30	3999	0000	Fund Balance Appropriated	\$290,641	\$383,098	\$92,457
30	8500	9315	Contrib to Economic Dev	\$0	\$92,457	\$92,457
33	3900	0000	Contribution From Elec. Fund	\$0	\$92,457	\$92,457
33	8500	7500	CO: Land, Construction	\$0	\$92,457	\$92,457

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Approval Signature  
(Town Manager)

# Economic Development Funding Calculation

FY 2025-26

<b>Approved Revenue Budget (FY 25-26)</b>	\$9,343,941.00	**Less Electric Sales Tax and Coal Ash
<b>(Less-) Budgeted General Fund Transfer</b>	<u>\$850,000.00</u>	
Sub-Total	\$10,193,941.00	
40% of Sub-Total	\$4,077,576.40	
<b>Unrestricted Net Position (FY 24-25)</b>	\$4,817,231.00	
(Less-) 40% of Sub-Total	<u>(\$4,077,576.40)</u>	
Available Funds	\$739,654.60	
12.5% of Available Funds	<u><u>\$92,456.83</u></u>	

**TOWN OF DALLAS  
PARKS AND RECREATION  
FACILITY RENTAL POLICIES**

It shall be the stated goal of the Town of Dallas to establish clear, consistent, fair, and equally applied and enforced, policies and fees for the scheduling and use of its publicly owned and maintained athletic and civic facilities and buildings. To further that goal, the following shall apply:

**Parks/Buildings/Fields/Facilities Owned or Operated by The Town of Dallas:**

1. Dennis Franklin Gymnasium
2. Jagers Park Field
3. Jagers Park Picnic Shelter
4. Carr School Athletic Fields
5. Cloninger Park Field
6. Cloninger Park Picnic Shelter

**Policies (General):**

Fees for participation in, or sponsorship of, Town-sanctioned and/or organized athletic teams/leagues and recreational activities have been established (see Fee Schedule) to attempt to recover much of the costs of operating and continuing such programs. For participants in these programs, the use of fields, buildings, or facilities is covered by the fee for team, league, program, or activity participation. For all other use of such facilities or buildings, potential users will be required to pay, in advance, the fee(s) established and to abide by all Town policies. Such users will be allowed equal access on a first-come/first serve basis.

To schedule the exclusive, reserved use of a field, building, park or facility, for recreation or activities not sanctioned or organized by the Town, individual or group users must fully complete a Town application form, including the remittance of any and all fees required, and return it to authorized Town recreation staff not less than 48 hours in advance of the time such activity/use is to occur. Users will be required to sign a standard Liability Waiver/Release Form if "Not-for-Profit"; and provide a Certificate of Liability Insurance, naming the Town of Dallas as additionally insured, with a minimum coverage amount of \$500,000, if "For-Profit".

Users shall be classified and designated as "For-Profit" if they represent, and are funded by a for-profit business or corporate entity; or, if they charge for admission; sell merchandise or concessions; operate tournaments for participant fees; gain advertising or business sponsorship; or engage in any other act or activity which is designed to generate revenues greater than the simple recouping of Town Use fees from individual participants equal to a pro-rata share of said fees. For determination of Fees hereunder, all other users shall be classified as and considered "Not-for-Profit".

Individual users must be Town of Dallas residents to be eligible for "Town Resident" Use fee designation; while for groups or teams of users, No greater than twenty percent (20%) of all covered participants may be "Non-Town Residents" in order to remain eligible for "Town Resident" Use fee designation.

Any minimal use of Buildings and/or facilities exclusively for the below-listed purposes shall be considered "Town-sanctioned" and, as a result, not subject to User Fees hereunder:

- The charitable distribution of goods or services on a non-discriminatory basis.
- The short-duration, "kick-off", "wrap-up", or award or recognition ceremony, associated with or incidental to other Town-sanctioned or approved, not-for-profit events.
- The use of fields for non-exclusive, un-reserved, "pick-up" practices, games, or matches not part of any organized league.
- The use of fields or other outdoor, public areas for non-exclusive, unreserved recreational, fitness, sporting, or personal fulfillment activities of a nature and character customary to such fields or areas and which are not damaging to such areas, or which serve to threaten or endanger the wellbeing or equal access of others similarly engaged or in proximity.

**Authority:**

The Town of Dallas Parks and Recreation Department reserves the right to close, secure, and/or restrict access to any athletic field or park facility when deemed necessary, including for maintenance, scheduled league use, and adverse weather conditions. Such restrictions are intended to protect public property and field surfaces from damage and to prevent unauthorized activities. **To ensure the safety, security, and proper enjoyment of public park spaces and facilities, and to protect park infrastructure and the public, the Town prohibits unauthorized overnight stays and use of park shelters outside of established park hours.**

**Employee Rentals:**

Current full-time and part-time employees of the Town are eligible to rent Town facilities listed below at a fifty percent (50%) discounted rate when the facility is rented for the personal use of the employee or the employee's immediate family. The employee must be present and directly participating in the use of the facility. Discounted rentals may not be used for the benefit of, or transferred to, non-employees outside of the employee's immediate family.

Any misuse of the employee discount, including renting a facility for the use or benefit of others not permitted under this policy, may result in revocation of the discount privilege, denial of future rental requests at the discounted rate, and may subject the employee to disciplinary action in accordance with Town personnel policies.

**Refund Policy:**

Reservation cancellations are non-refundable unless cancellation notice is provided a minimum of ten (10) days prior to the reservation date. Cancellations due to inclement weather require notice at least five (5) days in advance. In the event of inclement weather on the day of the reservation, refunds will not be issued; however, the reservation may be rescheduled to one alternate date at the same facility within thirty (30) days, based on availability. Requests for refunds outside of these parameters may be considered at the discretion of the Town Manager.

**Note: A shelter reservation does not close the entire park – it is still open to the public.**

**1. Dennis Franklin Gym:**

Town-sponsored use of the Dennis Franklin Gym shall consist of: In-season, or pre-season, Youth Basketball and Cheerleading (Fall & Winter) Games and Practices involving all team or squad members, Adult Pickleball Open Play, Adult Yoga. All other use shall be prohibited unless authorized in advance by formal action of the Board of Aldermen.

Use by participants engaged in pre-approved and permitted activities may only occur and continue so long as a Town of Dallas employee remains present within the building.

## **2. Jagers Park Field:**

At present, the Town of Dallas does not sanction or organize the use of Jagers Park for any fee-for-participation teams, leagues, or activities. However, we reserve the right to do so for Youth or Adult Baseball and/or Softball games or practices of sanctioned teams/leagues. All other use shall be subject to fees:

**Fees: (All Other)**

**Refer to the Current Town of Dallas Fee Schedule**

## **3. Jagers Park Picnic Shelter:**

At present, the Town of Dallas does not sanction or organize the use of Jagers Park Picnic Shelter for any town sponsored events. All other use shall be subject to the following fees:

**Fees: (All Other)**

**Refer to the Current Town of Dallas Fee Schedule**

The shelter may be rented for:

**AM Block** 10am – 2pm

**PM Block** 3pm – 7pm (winter hours: 3pm – dusk)

**Daily** 10am – 7pm (winter hours: 10am – dusk)

The following items are **not** permitted on park property:

- inflatables (bounce houses)
- alcoholic beverages

The following items are **only permitted in the parking lot**:

- grease deep fryers
- personal grills
- large smokers
- commercial grills

## **4. Carr School Fields:**

The Town of Dallas Parks & Recreation Department Sanctions and Organizes an extensive list of fee-for-participation Youth sports at Carr School Fields, which includes in-season and pre-season practices and games, involving all team members, for Baseball (T-ball, Coach-pitch, and traditional), Softball, and Football. Any and all other use, including Adult team or League play, or Youth Fall Baseball, or any other organized activities not subject to fee-for-participation under Town Fee Schedule B, shall be allowed only if scheduled not in conflict with Town-sanctioned and organized activities and then subject to fees:

**Fees: (All Other)**

**Refer to the Current Town of Dallas Fee Schedule**

## **5. Cloninger Park Field:**

Town-sponsored use of the athletic field at Cloninger Park shall consist *of*: In season, or pre-season organized (Big South Youth Football League) Football practices involving all team members; the yearly 4th of July Fireworks display; Youth Soccer practices and games; and general, open public use of the walking track.

**Fees:**

**Refer to the Current Town of Dallas Fee Schedule**

**6. Cloninger Park Picnic Shelter:**

Town-sponsored use of the Picnic Shelter shall consist *of*: National Night Out, or banquets involving all team members; the annual 4th of July Fireworks display; All other use shall be subject to the following Fees:

**Fees: (All Other)**

**Refer to the Current Town of Dallas Fee Schedule**

The shelter may be rented for:

**AM Block** 10am – 2pm

**PM Block** 3pm – 7pm (winter hours: 3pm – dusk)

**Daily** 10am – 7pm (winter hours: 10am – dusk)

The following items are **not** permitted on park property:

- inflatables (bounce houses)
- alcoholic beverages

The following items are **only permitted in the parking lot**:

- grease deep fryers
- personal grills
- large smokers
- commercial grills

\*Adopted: April 9, 2019

\*Revised: March 10, 2026

**TOWN OF DALLAS RELEASE OF LIABILITY**

**In exchange for** the granting of access to, and use of, a Town of Dallas Building, Athletic Field, Park, or Facility, I/We \_\_\_\_\_, representing \_\_\_\_\_, agree as follows:

- 1. To observe and obey all posted and/or conveyed directions, policies, rules, or warnings regarding use of Town of Dallas property as issued by the Town of Dallas, its staff, employees, agents, or volunteers; and,
- 2. To, on behalf of the individual(s) and/or organization represented, **indemnify and hold harmless the Town of Dallas, its Park & Recreation Department staff, employees, agents, or volunteers, from any and all suits, claims of damages, or liability** for any and all personal injury to myself or other participants so represented, or for damages to personal property owned or controlled by me/us, occurring as a result of, or while engaged in activities conducted within the confines of Town of Dallas property permitted hereby; and,
- 3. To assume full responsibility for damages to Town of Dallas property caused by, or resulting from my/our negligent, willful, or reckless acts that may be in violation of Town directions, policies, rules, or warnings conveyed, posted, or issued.
- 4. **I/We further Agree** to leave the property used in a clean, orderly, and undamaged state, similar in condition to that in existence immediately preceding my/our permitted use. (Failure to do so can result in additional fees for cleanup or restoration.)

**I/WE HAVE READ THE ABOVE "RELEASE OF LIABILITY" DOCUMENT AND DECLARE THAT I/WE UNDERSTAND IT FULLY AND THAT BY SIGNING THIS RELEASE ARE VOLUNTARILY SURRENDERING CERTAIN LEGAL RIGHTS IN THE PROCESS.**

Dated: \_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_

Participant(s): Printed Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

# TOWN OF DALLAS REFUND POLICY

## 1. General Policy.

Fees, charges, deposits, and other payments made to the Town are presumed non-refundable, except as expressly provided by ordinance, resolution, adopted departmental policy, or written agreement.

## 2. Refunds Authorized.

Refunds may be issued only under the following circumstances:

- Payment was made in error, including duplicate payments or incorrect fee assessment;
- An overpayment has occurred;
- The Town is unable to provide the service, program, rental, or activity for which the fee was collected;
- Rental security deposits may be refundable subject to inspection and compliance with rental terms;
- The reservation, program, or service is canceled by the Town; or
- Other circumstances deemed appropriate by the Town Manager or designee, consistent with Town policy and fiscal controls.

## 3. Non-Refundable Fees.

The following fees are generally non-refundable:

- Application, filing, and administrative processing fees;
- Permit, inspection, plan review, or similar regulatory fees once the Town has initiated processing or incurred staff or administrative costs associated with the request. **Refunds may be considered when a request is withdrawn prior to any staff review or administrative action;**
- Rental fees canceled outside of established notice requirements;
- Fees for services already rendered or partially completed; and
- Any fee designated as non-refundable by the Town's adopted fee schedule or policy.

## 4. Notice Requirements.

Requests for cancellation and refund must be submitted in writing and in accordance with applicable departmental procedures and established timelines. Failure to provide the required notice shall result in forfeiture of any refund eligibility.

## 5. Refund Method and Processing.

Approved refunds shall be issued whenever practicable using the original method of payment or another method authorized under Town financial procedures. Under no circumstances shall refunds be issued in cash. Refund processing times may vary depending on the nature of the request and applicable accounting requirements.

## **TOWN OF DALLAS REFUND POLICY**

### **6. Authority and Discretion.**

The Town Manager or designee is authorized to interpret and administer this policy and may approve or deny refund requests consistent with Town policy, fiscal controls, and applicable law. Approval of a refund shall not constitute a waiver of this policy for future requests.

### **7. Facility Rentals.**

Facility rental fees are non-refundable unless cancellation is received within the timeframe established by rental policy. Weather-related cancellations and rescheduling may be permitted at the discretion of the Town.