



**Town of Micro**  
**Board of Commissioners Meeting MINUTES**  
**Tuesday –April 14, 2026**  
**7:00 p.m.**  
**Micro Town Hall**

**Elected Officials Present:**

Tim Earp, Mayor Pro Tem  
Kevin Worley, Commissioner  
Katy Garcia, Commissioner

**Others Present:**

Nancy Medlin, TJCOG  
Christy Thomas, Finance Officer  
Kimberly Moffett, Town Clerk

**Elected Officials Absent:**

Marty Parnell, Mayor

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**1. CALL TO ORDER**

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Pro Tem Earp called the meeting to order at 7:03 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

**2. PUBLIC COMMENT**

**3. ADJUSTMENT/ADOPTION OF THE AGENDA**

- a. Adjustments to the Agenda
- b. Adoption of the Agenda

**ACTION:**

Adoption of Agenda as Presented

Motion:

Commissioner Worley

Second:

Commissioner Garcia

Vote:

Unanimous

**4. CONSENT AGENDA**

*(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)*

- a. Draft Minutes
  - *March 10, 2026 – Regular Session/March 19, 2026 – Special Meeting/March 26, 2026 – Special*
- b. Certificate of Sufficiency Annexation #2026-14-ANX - Bizzell Grove Tract
- c. Resolution to Set Public Hearing Annexation #2026-14-ANX – Bizzell Grove Tract

**ACTION:**

Adoption of Consent Agenda as Presented

Motion:

Commissioner Garcia

Second:

Commissioner Worley

Vote:

Unanimous

5. **SPECIAL PRESENTATION/INTRODUCTIONS**

a. '24-'25 Audit Presentation

*Presenter:* Lee Grissom, S. Preston Douglas & Associates

Mr. Grissom attended the meeting virtually. He provided both a printed audit document for all elected officials as well as providing Power Point.

He stated we had a clean audit, which is the highest rating possible. He stated all figures presented accurately reflected FY '24-'25. He stated everything looked positive and stated that cash is the highest level it has been in the past 10 years. He stated all debt and principal is being paid down and the town has not taken on any additional debt since 2019. He stated the fund balance has an increase of \$100,000 which is the highest it has been in 10 years. He shared detailed information about pie charts included in the power point to include, general fund revenue, expenditures, fund balance. He stated currently we sit at \$280,392 in unassigned fund balance and states the LGC compares this to expenditure and right now we are at 100%, which is a very strong sign for the town.

He stated property tax collection rate is 98.98%

He stated the town is now completely caught on past due audits and we are on track to continue moving forward.

He stated there were 3 internal findings to include Segregation of Duties (which every small town sees due to size of staff); Late Audit and Shortage in Bond Coverage (should have been \$112,000 and the town had \$100,000).

He stated any financial performance indicators would need to be responded to within 60 days. He further stated this was the first year the town was on target in the past 10 years.

Mr. Grissom offered his thanks and appreciation to Nancy Medlin and Christy Thomas for their assistance in the budget preparation.

Mayor Pro Tem Earp, Commissioner Worley and Commissioner Garcia offered their sincere thanks and appreciation to everyone for the hard work that has gone into getting the town to this positive position.

**ACTION:**

Acceptance of '24-'25 Audit

|         |                     |
|---------|---------------------|
| Motion: | Commissioner Worley |
| Second: | Commissioner Garcia |
| Vote:   | Unanimous           |

6. **FINANCIAL & WATER SEWER REPORT**

a. Billing Adjustment Report

*Presenter:* Christy Thomas, Finance Officer

Ms. Thomas stated there was a total of 13 adjustments made and all were approved and signed off, of those 13 adjustments 11 were due to water leaks.

b. Monthly Financial Report Update

*Presenter:* Christy Thomas, Finance Officer

Ms. Thomas stated a written report was provided to all elected officials.

- c. Water Sewer Report  
*Presenter:* Kimberly Moffett, Town Clerk

Mr. Banks was unavailable to attend the meeting. Ms. Moffett provided a report and stated all water samples would be finished up tomorrow, CCR for town and county lines are being finished up, the Local Water Supply Plan is being worked on, the Water System Management Plan for the County Line was completed and will be submitted this Thursday, the Lead Copper Project is finished and we are waiting on inventory and the Lift Station is on schedule and should be finalized by late May or early June.

## 7. PLANNING BOARD REPORT

- a. Planning Board Report  
*Presenter:* Planning Board Representative

**ACTION:** No Report as there was no meeting held in March.

## 8. OLD BUSINESS

## 9. PUBLIC HEARINGS

## 10. NEW BUSINESS

- a. Outdoor Burning Ordinance DRAFT  
*Presenter:* Kimberly Moffett, Town Clerk

A draft ordinance was provided in agenda packet. It was agreed that elected officials would like additional time to read through all the drafts.

**ACTION:** Place on May 12, 2026 Agenda

- b. Off Road/ATV/Dirt Bike Ordinance DRAFT  
*Presenter:* Kimberly Moffett, Town Clerk

A draft ordinance was provided in agenda packet. It was agreed that elected officials would like additional time to read through all the drafts.

**ACTION:** Place on May 12, 2026 Agenda

- c. Golf Cart Ordinance DRAFT  
*Presenter:* Kimberly Moffett, Town Clerk

A draft ordinance was provided in agenda packet. It was agreed that elected officials would like additional time to read through all the drafts.

**ACTION:** Place on May 12, 2026 Agenda

It was requested that staff begin research about possible E-Bike Ordinance.

## 11. COMMISSIONER REPORTS

- a. Special Events Report  
*Presenter:* Katy Garcia, Commissioner

Commissioner Garcia stated the bridge dedication for the bridge over I-95 in honor of Dr. Batten

would be held this Saturday – April 18, 2026 at Micro Elementary School.

Commissioner Garcia stated she would be looking for dates for Movies in the Park.

## 12. CLOSED SESSION

## 13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:00 p.m.

### **ACTION:**

Motion to Adjourn

Motion:

Commissioner Garcia

Second:

Commissioner Worley

Vote:

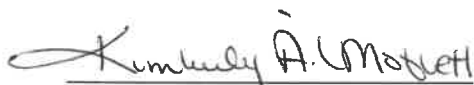
Unanimous

Duly adopted this the 9<sup>th</sup> day of June 2026 while in regular session.



Tim Earp  
Mayor ProTem

ATTEST:



Kimberly A. Moffett, CMC, NCCMC  
Town Clerk

