



AGENDA
BREVARD CITY COUNCIL - REGULAR MEETING
Monday, September 16, 2024 - 5:30 PM
City Council Chambers

A. Welcome and Call to Order

B. Invocation

Rev. Dr. Sharad Creasman, Brevard College

C. Pledge of Allegiance

D. Certification of Quorum

E. Approval of Agenda

F. Approval of Minutes

1. September 3, 2024 Regular Meeting

G. Public Comments

H. Certificates / Awards / Recognition

1. Proclamation No. 2024-18 Constitution Week

I. Special Presentation(s)

1. Estatoe Trail Unfinished Sections Review and Next Steps Discussion

J. Public Hearing(s)

K. Consent and Information

1. Tax Settlement Report - August 2024
2. Property Tax Releases - August, 2024
3. Official City-Sponsored Special Event Listing
4. Proclamation No. 2024-19 Honoring the 156th Anniversary of Mud Creek Missionary Baptist Association
5. Ecusta Trail Advisory Board Minutes - May 29, 2024

6. Council Downtown Master Plan Committee Minutes - June 12, 2024
7. Council Public Works & Utilities Committee Minutes - August 7, 2024
8. Council Housing Committee Minutes - August 13, 2024

L. Unfinished Business

M. New Business

N. Remarks / Future Agenda Considerations

O. Closed Session(s)

1. Property Acquisition: GS 143-318.11 (a)(3)(5)
2. Pending Litigation: NCGS §143-318.11.(a)(3)

P. Adjourn

Agenda Posted, Website, Sunshine List (September 12, 2024)
D. Hodsdon, City Clerk

To review Agenda materials, go to the City's website www.cityofbrevard.com. Select "Your Government" tab followed by "Agenda Packets" tab. Agenda packet materials are posted on Thursday afternoon prior to Council's Monday meeting.

MINUTES
BREVARD CITY COUNCIL
Regular Meeting
September 3, 2024 – 5:30 PM

The Brevard City Council met in regular session on Tuesday, September 3, 2024, at 5:30 p.m. in the Council Chambers of City Hall with Mayor Copelof presiding.

Present – Mayor Maureen Copelof, Mayor Pro Tem Gary Daniel, and Council Members Mac Morrow, Aaron Baker, Pamela Holder, and Lauren Wise

Staff Present – City Attorney Mack McKeller, City Manager Wilson Hooper, City Clerk Denise Hodsdon, Assistant City Manager/Finance Director Dean Luebbe, Assistant City Manager David Todd, Planning Director Paul Ray, Human Resources Director Kelley Craig, Communications Coordinator Becky McCann, Police Chief Tom Jordan, Fire Chief Bobby Cooper, Public Works Director Wesley Shook, Water Treatment Plant ORC Dennis Richardson, Wastewater Treatment Plant ORC Emory Owen, and Community Center Director Tyree Griffin

Guests/Presenters – Sarah Odio, UNC DFI (via Zoom)

Press – Jon Rich, Transylvania Times

A. Welcome and Call to Order – Mayor Copelof called the meeting to order and welcomed those present.

B. Invocation – Pastor Brad Snipes of Cove Church offered an invocation.

C. Pledge of Allegiance – Mayor Copelof led the pledge of allegiance.

D. Certification of Quorum – City Clerk Denise Hodsdon certified that a quorum was present.

E. Approval of Agenda – Mr. Daniel requested to move Item M-2 Appointment of City Representative to Transylvania County Transportation Advisory Committee, and Item M-3 Amend Council Meeting Calendar to add Ecusta Trail Strategic Planning Workshop to the Consent Agenda. Mr. Morrow moved, seconded by Ms. Holder to approve the agenda as amended. The motion carried unanimously.

F. Approval of Minutes

F-1. August 19, 2024 Regular Meeting – Mr. Wise moved, seconded by Mr. Baker to approve the minutes of the August 19, 2024 Regular Meeting as presented. The motion carried unanimously.

G. Public Comments

Kevin Jones of 135 Maple Street said first I would like to commend the City and all the people who are planning parking for looking ahead and realizing that we are going to need a lot of charging stations for electric vehicles; maybe not right this minute, but with what's going on out there, there are going to be a lot more of them. Currently though, there is a little bit of an imbalance, and I have a suggestion for you. If we look at the parking area over there, there are four spots for electric vehicles and I use one occasionally, so thank you very much. However, it is rare that I see any car other than mine in the four spots for electric vehicles and it is quite often where every parking space is taken there, and people are going and parking in the post office parking lot and things like that. I would suggest a hybrid strategy until we need all those spots for electric cars. Why don't we get some signage to designate two of those spots as electric charging spots or anything else. Right now, we need the additional parking

space there. When we need all four for electric vehicles, we just take the signage and go with what we have.

H. Certificates/Awards/Recognition

H-1. Introduction and Oath of Office – David Todd, Assistant City Manager for Infrastructure, Utilities and Public Works – David Todd was sworn in as Assistant City Manager for Infrastructure, Utilities and Public Works by City Clerk Denise Hodsdon.

**City of Brevard, North Carolina
Oath of Office**

State of North Carolina
County of Transylvania
City of Brevard

I, David Todd, do solemnly and sincerely swear that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as Assistant City Manager for Infrastructure, Utilities and Public Works, so help me God.

s/ David Todd

Oath Administered By: Denise Hodsdon, CMC, City Clerk

H-2. Proclamation No. 2024-17 Childhood Cancer Awareness Month – Mayor Copelof read the proclamation aloud.

**PROCLAMATION NO. 2024-17
CHILDHOOD CANCER AWARENESS MONTH**

WHEREAS, the month of September is designated as National Childhood Cancer Awareness Month and serves as an outlet to honor the young lives taken too soon, and as a means to increase public awareness of this disease affecting children across the United States; and

WHEREAS, childhood cancer is the leading cause of death by disease in children with 1 in 285 children in the United States being diagnosed by their 20th birthday; and

WHEREAS, the average age of diagnosis is 6 years old, compared to 66 years for adults' cancer, and 80% of childhood cancer patients are diagnosed late and with metastatic disease; and

WHEREAS, 46 children per day or 16,790 children (age 0- 19) per year are diagnosed with cancer in the U.S. More than two-thirds of childhood cancer patients will have chronic health conditions as a result of their treatment toxicity, with one quarter being classified as severe to life-threatening; and

WHEREAS, approximately one half of childhood cancer families rate the associated financial toxicity due to out-of-pocket expenses as considerable to severe; and

WHEREAS, in the last 30 years only six (6) new drugs have been approved by the FDA to specifically treat childhood cancer; and

WHEREAS, recognizing the unique research needs of childhood cancer and the associated need for increased funding is critical to allow healthcare professionals to work diligently dedicating their expertise to treat and cure children with cancer; and

WHEREAS, many parents and family members feel terrified and are overwhelmed following a child's cancer diagnosis, therefore it is important to encourage additional non-profit organizations at the local and national level to assist children with cancer and their families in coping through educational, emotional and financial support.

NOW, THEREFORE, I, Maureen Copelof, Mayor of the City of Brevard hereby proclaim the month of September 2024 as "**Childhood Cancer Awareness Month**" in the City of Brevard and I encourage citizens, government agencies, private businesses, nonprofit organizations, the media, and other interested groups to increase awareness of what citizens can do to support the fight against childhood cancer.

Proclaimed this the 3rd day of September, 2023.

Attest: Denise Hodsdon, CMC, City Clerk

s/Maureen Copelof, Mayor

I. Special Presentations

I-1. Results of Geotechnical Report of Brevard Davidson River Presbyterian Church Property and Housing Next Steps – Mr. Hooper thanked all the folks that have been involved in this project so far and said no matter what happens with this project he is proud of what we have accomplished and that our partnership with the Church can be a model for future partnerships. He then provided an overview of the geotechnical findings for the Brevard Davidson River Presbyterian Church property, and the implication of those findings. A copy of his presentation is attached, and the full report is available on the City’s website. Mr. Hooper explained that the 50-unit scenario was chosen because that is the maximum number of units that LIHTC would fund, and without LIHTC the project would be unaffordable. With the extra ground improvements required for this site, the estimated cost would be approximately \$4.1M in site costs alone, whereas an average site of this size would be approximately \$1.3M. As next steps, DFI has agreed to contact their LIHTC development partners who do these kinds of projects and ask them whether they would be interested in doing a project like this. If those developers say no, we will most likely need to consider ending the project. DFI will also reach out to the North Carolina Housing Finance Agency with some clarifying questions on what this means for the project when it gets run through their LIHTC formula. We will have that information in the weeks to come. Mr. Hooper said even though there is still more information that we need in order to have a thoughtful conversation about the future of this project, this was a significant enough piece of information that, for transparency’s sake, we wanted to announce it publicly now.

J. Public Hearing(s) – None.

K. Consent and Information - Consent Agenda items are considered routine and are enacted by one motion. Mayor Copelof read aloud the items listed and asked for a motion to approve the consent agenda. Mr. Morrow moved, seconded by Ms. Holder to approve the consent agenda. The motion carried unanimously.

K-1. ARPA Required Administrative Policies

K-2. Ordinance Declaring Road Closure for Special Events – Heart of Brevard Plein Air Festival and Halloweenfest

**ORDINANCE NO. 2024-33
AN ORDINANCE DECLARING MULTIPLE
ROAD CLOSURES FOR SPECIAL EVENTS**

WHEREAS, Brevard City Council acknowledges a tradition of providing for festivals and special events downtown for the pleasure and enjoyment of citizens and visitors alike; and,

WHEREAS, Brevard City Council acknowledges that festivals and special events provide an opportunity for family-oriented activities that celebrate our small-town charm; and,

WHEREAS, Brevard City Council acknowledges these events require NCDOT system roads to be closed for setup, activities, and cleanup; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 1. Pursuant to authority granted by G.S. 20-169, the City of Brevard hereby declares the following temporary road closure during the day and time set forth below on the following described portion of a State Highway System route:

Plein Air Festival
Date: Saturday, September 14, 2024
Time: 10:00 AM – 5:00 PM
Route Description: Main Street (U.S. 276) from Broad Street to Caldwell Street.

SECTION 2. Pursuant to authority granted by G.S. 20-169, the City of Brevard hereby declares the following temporary road closure during the day and time set forth below on the following described portion of a State Highway System route:

Halloweenfest

Date: Saturday, October 28, 2024
Time: 9:00 AM – 5:00 PM
Route Description: Main Street (U.S. 276) from Caldwell Street to Johnson Street
Broad Street (U.S. 64) from Morgan Street to Probart Street

SECTION 3. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 3rd day of September 2024.

Attest: Denise Hodsdon, CMC, City Clerk
Approved as to Form: Mack McKeller, City Attorney

s/ Maureen Copelof, Mayor

K-3. Resolution Fixing a New Date of Public Hearing for Annexation – Jason Shepherd, 35 Verdery Avenue

**RESOLUTION NO. 2024-36
A RESOLUTION FIXING A NEW DATE OF PUBLIC HEARING
ON THE QUESTION OF ANNEXATION PURSUANT TO
NCGS 160A-31, AS AMENDED**

WHEREAS, a petition was received on July 1, 2024, requesting the annexation of a contiguous area described in said Petition as a portion of the Jason Shepherd property at 35 Verdery Avenue, Brevard, NC 28712, consisting of 0.101 acres, more or less, be annexed into the City of Brevard. (Tax Property Identification Number: a portion of 8585-28-6101-000).; and

WHEREAS, the Brevard City Council has by Resolution No. 2024-30 directed the City Clerk to investigate the sufficiency thereof; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petition has been made; and

WHEREAS, the Brevard City Council has by Resolution No. 2024-33 scheduled a public hearing on the question of annexation for September 16, 2024; and

WHEREAS, the Brevard Planning Board reviews petitions for annexation and makes recommendation to City Council prior to the public hearing, and the petition was scheduled to be considered by the Planning Board at its meeting scheduled for August 27, 2024. The August 27, 2024 meeting was canceled and the petition will be considered by the Planning Board at its meeting on September 24, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. That a public hearing on the question of annexation of the contiguous area described below as requested by Jason Shepherd, will be held at Brevard City Hall at 5:30 P.M. on the 7th day of October, 2024.

Section 2. The area proposed for annexation is described as follows:

That certain piece of land being located in the state of North Carolina, county of Transylvania, township of Brevard. Beginning at an unmarked point on the existing line of the City of Brevard Limits and on the northern right of way line of Verdery Ave., also being located on the southern line of that property of Jason M. Shepherd described in Deed Book 765 Page 452, said property being that 0.34 Acre tract shown on Plat File 16 Slide 749. Thence running with the existing City of Brevard Limits, a curve with an arc length of 113.84', with a radius of 983.05', with a chord bearing of N 42°18'23" W, with a chord length of 113.78', to an unmarked point in the northern line of the before mentioned tract, said point being on the existing line of City of Brevard Limits. Thence leaving the existing City of Brevard limits and running with the Earnest Duncan line a course S 76°10'43" W a distance of 18.15' to a 1/2" Rebar found, the southwest corner of the Earnest Duncan property described in Deed Book 320 Page 140. Thence with the Bobby Tucker line a course S 14°14'36" E a distance of 20.01' to a 1/2" Rebar found at a 3" spindle guard stake, the southeast corner of the Bobby Tucker Tract described in Deed Book 332 Page 469. Thence with the line of the other property owned by Jason M. Shepherd, described in Deed Book 765 Page 436, for two calls, S 13°27'48" E a distance of 4.95' to a 5/8" Rebar and Cap set, thence S 13°37'43" E a distance of 75.06' to a 5/8" Rebar and Cap set. Thence leaving the Shepherd tract described in Deed Book 765 Page 436 and traveling along the northern right of way line of Verdery Ave. N 76°09'56" E a distance of 72.55' to an unmarked point on the existing line of the City of Brevard Limits, which is the point of beginning. Containing 0.101 acres, more or less. Being a portion of the property conveyed to Jason M. Shepherd in Deed Book 765 Page 452.

Also shown as "This Portion of Property to be Annexed +/- 0.101 acres" on a plat prepared by David L. Burrell titled "Plat of a Boundary/Annexation Survey for Jason M. Shepherd" being drawing number 24-27-REVISED and dated June 20, 2024-Revised July 23, 2024. Reference is hereby made to said plat for a more complete and accurate description. The intent of the landowner, Jason M. Shepherd, is to annex any portion of the property described in Deed Book 765 Page 452 that is not in the existing City of Brevard Limits, into the City of Brevard limits.

Section 3. Notice of said public hearing shall be published in the Transylvania Times, a newspaper having general circulation in the City of Brevard, at least ten (10) days prior to the date of said public hearing.

Section 4. This Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 3rd day of September, 2024.

Attest: Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor

K-4. Council Rosenwald Community Advisory Board Minutes – May 16, 2024

K-5. Council Parks, Trails & Recreation Committee Minutes – July 31, 2024

K-6. Council Finance, Human Resources & Citizen Appointment Committee Minutes – June 3, 2024

K-7. Correspondence *(No Action. Offered as information only.)*

- a. ABC Board Minutes – June 27, 2024
- b. ABC Board Minutes – July 25, 2024

K-8. (M-2) Appointment of City Representative to Transylvania County Transportation Advisory Committee

**RESOLUTION NO. 2024-38
RESOLUTION APPOINTING A CITY REPRESENTATIVE TO
THE TRANSYLVANIA COUNTY TRANSPORTATION ADVISORY COMMITTEE**

WHEREAS, The Transylvania County Transportation Advisory Committee is a 9-member advisory board to the Transylvania County Board of Commissioners that focuses on transportation needs and issues throughout the county, working in close coordination with NCDOT Division 14 and the Land of Sky RPO; and

WHEREAS, the City of Brevard appoints one member to the Transportation Advisory Committee to serve a 3-year term; and

WHEREAS, at its June 3, 2024 and August 26, 2024 meetings, the Finance, Human Resources, and Citizen Appointment Committee considered who to appoint to the Transportation Advisory Committee and recommended to City Council the appointment of Council Member Mac Morrow.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The Brevard City Council does hereby appoint City Council Member Mac Morrow to the Transylvania County Transportation Advisory Committee.

Adopted and approved this the 3rd day of September, 2024.

Attest: Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor

K-9. (M-3) Amend Council Meeting Calendar to add Ecusta Trail Strategic Planning Workshop

L. Unfinished Business

L-1. Proposed Amendments to City of Brevard Code of Ordinances Chapter 14 – Dangerous Dogs – Chief Jordan recalled that Council held a public hearing on the proposed amendment at its August 19th meeting. The amendment expands the options

available to the City when we encounter a dog that could be deemed dangerous or potentially dangerous. It expands the definition of dangerous dog and allows for an expanded due process for those owners of dogs declared as dangerous, with the goal to create a safer environment for everyone with their pets. Mr. Daniel moved, seconded by Mr. Wise to approve the amendments as proposed. The motion carried unanimously.

ORDINANCE NO. 2024-34
AN ORDINANCE AMENDING THE CITY OF BREVARD CODE OF
ORDINANCES, CHAPTER 14 – ANIMALS AND FOWL: SPECIFICALLY
AMENDING REGULATIONS REGARDING CONTROL OF DANGEROUS DOGS OR POTENTIALLY
DANGEROUS DOGS

WHEREAS, the City of Brevard wishes to strengthen its regulation of dangerous dogs or potentially dangerous dogs; and

WHEREAS, certain provisions of the Code of Ordinances must be updated to expand the definition of what constitutes a dangerous dog or potentially dangerous dog; to provide due process for dog owners whose dogs have been deemed dangerous; and to stipulate requirements that owners of dogs declared as dangerous must follow in order to keep the dog; and

WHEREAS, a public hearing was conducted on August 19, 2024, by Brevard City Council, and after hearing all persons wishing to comment, and upon review and consideration of the proposed amendments, it is the desire of the Brevard City Council that the City Code of Ordinances be amended as outlined below.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 01. The City of Brevard Code of Ordinances is hereby amended as depicted in Exhibit A, which is attached hereto and incorporated herein by reference.

SECTION 02. The City Clerk of the City of Brevard is hereby authorized and directed to revise and amend the official records and the Code of Ordinances to reflect the changes as set forth in the aforementioned Exhibit A.

SECTION 03. If any section, subsection, paragraph, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 04. This Ordinance shall be in full force and in effect from and after the date of its adoption and approval.

Adopted and approved on the 3rd day of September, 2024.

Attest: Denise Hodsdon, City Clerk

s/ Maureen Copelof, Mayor

Approved as to Form: Mack McKeller, City Attorney

M. New Business

M-1. Board and Committee Appointments – As the chair of the Finance, Human Resources and Citizen Appointment Committee, Mr. Wise reported that the committee reviewed applications and made recommendation for appointment to the following boards:

- a. ABC Board** – The ABC Board is a 5-member board and there are two seats available. The Committee recommended appointment of Susan Miller and Paula McKeller. Mr. Daniel moved, seconded by Mr. Baker to appoint Susan Miller and Paula McKeller to the ABC Board. The motion carried unanimously.
- b. Brevard Planning Board** – The Planning Board is a 7-member board that was previously made up of 4 city-appointed members and 3 county-appointed ETJ members. The new composition of the board added one city-appointed member and removed one county-appointed member. There are two current seats up for appointment and the one newly added city seat. It was the committee’s recommendation to reappoint Greg Hunter and Reid

Wood who are both finishing up their first term. Mr. Wise said he needed to recuse himself because Reid Wood is his wife. Mr. Baker moved, seconded by Mr. Morrow to recuse Council Member Wise. The motion carried unanimously. Mr. Baker moved, seconded by Mr. Daniel to reappoint Greg Hunter and Reid Wood to the Planning Board. The motion carried unanimously. Mr. Wise noted that the Planning Board still has one seat open.

- c. **Board of Adjustment** – The Board of Adjustment is an 8-member board with 3 city-appointed Regular Members, 2 city-appointed Alternate Members, and 3 county-appointed members. There is 1 Regular Member seat expiring in September; and 1 Regular and 2 Alternate seats expiring in November. Three applications were received, and the Committee recommended that Jackson Tate be appointed to fill the Regular Member seat expiring in September, that Peter Offen be reappointed as a Regular Member in November, and that Reid Wood be appointed as an Alternate Member in November. Mr. Wise noted that he would need to recuse himself again. Mr. Morrow moved, seconded by Ms. Holder to recuse Council Member Wise. The motion carried unanimously. Mr. Daniel moved, seconded by Mr. Baker to reappoint Peter Offen as a Regular Member, to appoint Jackson Tate as a Regular Member, and to appoint Reid Wood as an Alternate Member to the Board of Adjustment. The motion carried unanimously. Mr. Wise noted that there is still one seat open.
- d. **Dangerous Dog Appellate Board** – The Dangerous Dog Appellate Board is a 3-member board – 1 member must be a veterinarian and 2 citizen members. The veterinarian seat and one citizen seat are currently vacant. The committee recommended appointment of Dr. Thomas Cox as the veterinarian member and Susan Azar as the citizen member. Ms. Holder moved, seconded by Mr. Daniel to appoint Dr. Thomas Cox and Susan Azar to the Dangerous Dog Appellate Board. The motion carried unanimously.

RESOLUTION NO. 2024-37
RESOLUTION APPOINTING MEMBERS TO
STATUTORY/CODE COMMITTEES

WHEREAS, in Fall 2022 the City of Brevard City Council held a work retreat to reform its board/committee structure; and

WHEREAS, the Council initiated a new system for making appointments that would apply to every body to which the Council makes appointments which includes the Brevard Alcoholic Beverage Control Board, the Brevard Planning, Board of Adjustment, and Dangerous Dog Appellate Board; and

WHEREAS, the Finance, Human Resources and Citizen Appointment Committee and charged with reviewing applicants for the various boards/committees/advisory groups and making appointment recommendations to the full Council; and

WHEREAS the terms of two members of the Brevard Alcoholic Beverage Control Board expired in July 2024 and Council extended their terms to the end of September 2024; and

WHEREAS, the terms of two members of the Brevard Planning Board expire in September 2024 and the City of Brevard Code of Ordinances Chapter 15 was amended by Ordinance No. 2024-14 on May 20, 2024 to add one additional member residing within the city; and

WHEREAS, the term of one member of the Board of Adjustment expires in September 2024 and the terms of three members expire in November 2024; and

WHEREAS, the terms of two members of the Dangerous Dog Appellate Board have expired; and

WHEREAS, city staff, with the oversight of the Finance, Human Resources and Citizen Appointment Committee, conducted an open recruitment for citizens interested in serving on the above statutory/code boards; and

WHEREAS, the Finance, Human Resources and Citizen Appointment Committee considered applications at their August 26, 2024 meeting and recommended appointments to the ABC Board, Brevard Planning Board, Board of Adjustment, and Dangerous Dog Appellate Board; and

WHEREAS, the Finance, Human Resources and Citizen Appointment Committee agreed to extend the recruitment period for the newly added city-appointed Planning Board seat to recruit more candidates.

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

- 1) The Brevard City Council does hereby appoint Susan Miller and Paula McKeller to the Brevard Alcoholic Beverage Control Board effective October 2024 and expiring in July 2027.
- 2) The Brevard City Council does hereby reappoint Greg Hunter and Reid Wood to the Brevard Planning Board effective September 2024 and expiring in September 2027.
- 3) The Brevard City Council does hereby appoint Jackson Tate to the Board of Adjustment effective September 2024 and expiring in September 2027. The Brevard City Council does hereby appoint Peter Offen and Reid Wood to the Board of Adjustment effective November 2024 and expiring in November 2027.
- 4) The Brevard City Council does hereby appoint Dr. Thoms Cox and Susan Azar to the Dangerous Dog Appellate Board effective September 2024 and expiring in September 2027.

Adopted and approved this the 3rd day of September, 2024.

Attest: Denise Hodsdon, City Clerk

s/ Maureen Copelof, Mayor

N. Remarks/Future Agenda Considerations.

Mr. Morrow thanked Kevin Jones for his service to the ABC Board.

Ms. Holder also thanked Kevin Jones for his service.

Mr. Wise reported that the Public Works & Utilities Committee held a Wastewater Treatment Plant Preliminary Engineering Report kickoff meeting today with our engineering partners KCI. He thanked KCI and staff as we are now moving forward with this much-needed project. He added that the first round of candidate forums for County Commissioner and School Board will be held tomorrow night and encouraged everyone to attend and support all of our candidates.

Mr. Hooper informed everyone that the new Ecusta Trail Advisory Board will be holding its second meeting on Thursday, September 5th at 3:30 pm at City Hall.

Mayor Copelof mentioned that the Heart of Brevard Plein Air Art Festival will be held next week, and the Loretta Aiken "Moms Mabley" mural will be painted in Clemson Plaza as part of the festival. She noted that the Ecusta Trail project and Wastewater Treatment Plant project are the two largest projects that the City of Brevard has ever undertaken and expressed thanks to everyone working on those projects. She said I want to mention our faith community – we have had 2 examples tonight of where our faith community has partnered with us to make Brevard a better place. The Presbyterian Church donated almost 5 acres of land for what hopefully will be affordable housing. And we had Pastor Brad Snipes from Cove Church here tonight and they run the only walk-in shelter for our community. She met with the Brevard Housing Authority last week and they reported that they manage 163 affordable housing units, and there are 257 families on the waiting list for those units, with a wait time of at least 2 years. She stressed that we need to try to make affordable housing projects work. Yes there are challenges, and no it didn't work out exactly the way we hoped, but we are going forward and looking at options because our community has such an incredible need.

O. Closed Session

O-1. Property Acquisition: NCGS §143-318.11.(a)(3)(5) – At 6:28 p.m. Ms. Holder moved, seconded by Mr. Baker to enter into closed session to discuss a property acquisition matter and to clear Council Chambers. The motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were City Manager Wilson Hooper, City Clerk Denise Hodsdon, Planning Director Paul Ray,

Assistant City Manager David Todd, and Sarah Odio of UNC DFI.

Council Returned to Regular Session – at 6:52 p.m. Council resumed the meeting in regular session. No official action was taken in closed session and the minutes of the closed session are authorized to be sealed.

P. Adjourn – There being no further business, at 6:53 p.m. Mr. Morrow moved, seconded by Mr. Baker, to adjourn the meeting. The motion carried unanimously.

Maureen Copelof
Mayor

Denise Hodsdon, CMC
City Clerk

Minutes Approved: September 16, 2024

Geotechnical and Site Cost Implications

Brevard Davidson River Presbyterian Church



SCHOOL OF GOVERNMENT
Development Finance Initiative



Discussion Goals

1. Provide an overview of the geotechnical findings for affordable housing development on the Brevard Davidson River Presbyterian Church property.
2. Discuss the implications of the geotechnical findings and next steps to determine a pathway to affordable rental housing on the Church property.

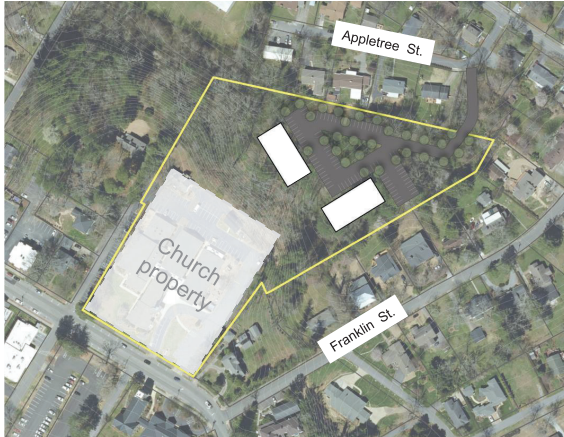
Primary geotechnical assessment findings:

Solid Ground NC was hired to complete a geotechnical assessment in August 2024. This assessment included a subsurface exploration via 8 soil borings to a depth of 25 feet across the Church's undeveloped land.

Through this assessment, the City and the Church learned:

1. Based on a preliminary review of historical aerial photos and topographic maps, the wooded portion of the property has been undeveloped since at least the early 1900s.
2. The site is covered with a layer of silty organic topsoil, and the underlying soil is a mix of unconsolidated (soft) soil consisting of sandy clays, sandy silt, and silty sands and approximately 15 to 18 feet deep.
3. To develop the site, the unconsolidated (soft) soil would need to be undercut and regraded with structural fill to stabilize each building area. Alternatively, ground improvement with aggregated piers could be used to stabilize future building areas and a retaining wall.

Medium density, multi-story development



Scenario includes 50 multifamily units on approximately 3.3 acres of the Church property.

	Church Site	Average WNC Site
Total Estimated Sitework Cost	\$4.1M	\$1.3M
Cost per Acre	\$1.2M	\$0.4M

Source: Solid Ground NC assessment.

Note: This image is a high-level visualization only.

4

Summary takeaways and next steps:

1. Due to soil challenges, significant ground improvements are required to allow for the development of affordable rental housing.
2. This assessment incorporates data from 8 soil borings as well as construction contingency costs, however the Solid Ground NC estimate for sitework does not account for any other major site unknowns.
3. Next Step: DFI will conduct interviews with active WNC developers to determine a path for affordable housing development on this site.

5



PROCLAMATION NO. 2024-18

CONSTITUTION WEEK

WHEREAS, September 17, 2024, marks the two 237th anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Maureen Copelof by virtue of the authority vested in me as Mayor of the City of Brevard, North Carolina, do hereby proclaim the week of September 17 through 23 as

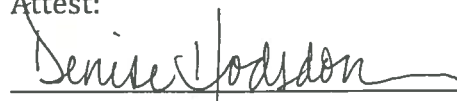
"CONSTITUTION WEEK"

in the City of Brevard, and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Brevard to be affixed this 16th day of September, 2024.


Maureen Copelof
Mayor

Attest:


Denise Hodsdon, CMC
City Clerk



STAFF REPORT

City Council, Monday, September 16, 2024

Title: Estatoe Trail Unfinished Sections Review and Next Steps Discussion

Speaker: Wilson Hooper, City Manager

Prepared by: Wilson Hooper, City Manager, Paul Ray, Planning Director, Aaron Bland, Asst Planning Director

Approved by: Wilson Hooper, City Manager

Background

The Estatoe Trail is a planned 7.5 mile paved multi-use path between the Pisgah National Forest and Brevard Elementary School. Approximately 6.35 miles are completed and open to the public, the first opening in 2003.

The trail has been funded with a mixture of outside grant dollars (from multiple sources) and local dollars. Though the majority of the trail is completed, several unfinished sections remain. Also, other segments are reaching the end of their useful lives and will require significant maintenance or replacement in the next few years.

The purpose of tonight's briefing is to share all the latest information on the status of the remaining unfinished segments and hold a discussion on next steps. The Parks, Trails & Recreation Committee held a similar discussion at their August 21, 2024 meeting.

On August 19, 2024 Council agreed to fund and pursue 30% design work for the "Main St. to Mary C. Jenkins" and "Rosman Hwy to Country Club Rd." segments. This work, which will take 6-8 months, will tell Brevard the exact alignment the trail needs to take in those sections (important for property acquisition purposes), what physical obstacles the trail must overcome, and an estimated cost of constructing those two sections.

Discussion

There are eight significant "segments" (or projects) outstanding that are needed to complete the trail and/or maintain it as a safe and usable piece of infrastructure. Six of the eight are being worked on, while two - "Probart St. to Bracken Parking Lot" and "Gallimore Rd. to Hap Simpson Park" - have been tabled for the foreseeable future.

A summary of the status of each active section is below, with more information in the attached document.

"Main St. to Mary C Jenkins Community Center"

This approximately 1,400 foot section carries the trail from Main St. to a spot just north of MCJCC through the small grassy hollow in the vicinity of Fortune Ln. This segment is included in the 30% design project recently approved by Council. Staff anticipates topographical and other environmental challenges (like wetlands) will be identified during

30% design.

Staff also anticipates challenges with right-of-way acquisition. 30% design will identify exactly which properties the right-of-way will traverse, and how much of each property will need to be converted to easement/right-of-way, but staff anticipates that up to eleven properties could be affected. The most significant portion, right-of-way traversing the Baslaugh property at 285 West Main St. taken via eminent domain, is the subject of a court-ordered mediation currently underway. No other easements have been officially acquired, though the city does have handshake agreements with several property owners.

This section was identified by the Parks, Trails and Recreation Committee as that group's top priority at their August 21, 2024 meeting.

"Tannery North"

This section carries the trail from Cashiers Valley Rd. to Silversteen Drive through the old Transylvania Tanning Company property now owned by the City of Brevard. The property is considered a "brownfield" because of leftover pollution from its legacy user, which means that special considerations must be taken for any activity that disturbs the ground like construction.

NCDOT is the administrator of this project due to its complex construction needs. The project's main funding source, federal Carbon Reduction Grant, also has notable administrative requirements that NCDOT is better equipped to handle. Originally expected to open in late 2024, the project has been delayed due to funding delays at the federal level. Though the funding is likely safe, Congressional uncertainty has impacted its "release" date. The project is now expected to be let for bid in late 2025, with construction commencing soon after.

"Rosman Hwy to Country Club Road"

This section will connect Rosman Hwy to Brevard High School along Nicholson Creek. This segment is included in the 30% design project recently approved by Council. Staff anticipates topographical and other environmental challenges (like wetlands) will be identified during 30% design.

This segment will require right-of-way acquisition. 30% design will identify exactly which properties the right-of-way will traverse, and how much of each property will need to be converted to easement/right-of-way, but staff anticipates that up to five properties could be affected. Staff has been in discussion with some property owners about acquisition, but no formal agreements have been reached.

"Rosman Hwy Crossing"

NCDOT has approved, in concept, a pedestrian stop signal for Rosman Hwy. This is a significant concession from NCDOT who usually doesn't permit such features on roads of this type. Their approval was based on 30% design plans completed several years ago. However, since the feature would exclusively serve a city project, NCDOT has indicated

that Brevard must fund its installation.

The cost of installation is unknown. Due to the specialized nature of a traffic signal of this type, the installation must be performed by NCDOT (or their contractor). At the moment, NCDOT has indicated that they do not want to install the feature because it only connects to the end of the Tannery South segment. Staff has approached NCDOT about the possibility of an exchange where they install the signal and city installs sidewalks on both sides of Rosman Hwy to the nearest existing pedestrian feature. Staff estimates the cost of Brevard's end of the bargain to be between \$40-\$75k.

"R-5800 Bike/Ped Improvements"

Since Council's decision to name Main St. as the terminus of the forthcoming Ecusta Trail, this segment now carries additional importance. This segment, running roughly from Blue Ridge Community College to the boardwalk off Jackson Ct., is perhaps the most treacherous in the whole trail system.

R-5800 is a state funded highway improvement project designed to update Asheville Highway to be more useful for cars, bikers, and pedestrians from the vicinity of Strauss Park all the way to Caldwell St. The project will see traditional intersections replaced with roundabouts at three locations and the reconfiguration of the Old Hwy 64 intersection. The project was designed prior to the awarding of the Ecusta Trail grants so, while it incorporates improved bike and pedestrian features, it does not include a full-scale "trail" in its design.

The design firm for the Ecusta Trail, TPD, is investigating additional enhancements that could be incorporated into R5800's design to make it safer and more accommodating to bicyclists and pedestrians. It is staff's expectation, however, that no additional enhancement will be funded by NCDOT.

"Boardwalk Repair/Replacement OR Pender Lane Realignment"

Two boardwalk structures make up the trail segment between Jackson Ct. and Poplar St. Opened in 2008 the segment closest to Poplar St. takes the trail over sensitive wetlands and a large city sewer pipe. The segment's presence in a wetland accelerates the deterioration of the wooden structure. While city forces can -and do- replace the top decking as needed, the joists and support posts have not been replaced since the structure opened. Anecdotally, city crews have observed some deterioration in these features. Concrete footings have not been assessed, but they may also be approaching replacement.

The city's back of napkin math places the cost of the lumber needed to replace both segments at around \$250k. If footers need to be replaced, or any other sophisticated engineering or construction work needs to be done, the cost multiplies. At the moment the city is awaiting the results of an assessment by a structural engineer.

At Parks, Trails and Recreation last month, Councilmember Baker brought up the possibility of abandoning the boardwalk and paving a new trail along the abandoned

railroad bed that runs between Poplar St and Pender Ln. Staff is investigating this possibility but suspects that right-of-way acquisition and the presence of wetlands may make the realignment challenging.

Action

No formal action requested. For information and discussion only.

Attachments:

1. Estatoe Trail Segment Information Table

ESTATOE TRAIL – OUTSTANDING PROJECTS (as of September 2024)			
SECTION	Next steps	COST	NOTES
Main Street to Mary C. Jenkins Center	30% Design	\$65,000	30% design for Main St. to High School underway [FUNDED]
	ROW Acquisition	\$500,000 est.	Acquisition areas and cost dependent on path determined by 30% design work. [PARTIALLY FUNDED]
	100% Design	UNK	
	Construction	UNK	
Tannery North	Construction	\$112,000	Anticipated start date late 2025. Cost is city's match for Carbon Reduction Grant [FUNDED]
Rosman Hwy to Country Club Road	30% Design	\$65,000	30% design for Main St. to High School underway [FUNDED]
	ROW Acquisition	UNK	Acquisition cost dependent on path determined by 30% design work
	100% Design	UNK	
	Construction	UNK	
Rosman Hwy Crossing	100% Design	UNK	Concept approved by NCDOT after 30% design
	Construction	\$40k-\$75k est.	Specialized construction best performed by NCDOT. Negotiating with NCDOT to perform construction in exchange for city-performed sidewalk construction on each side of the highway.
Probart Street to Bracken Parking Lot	Preliminary Design	Unknown	No work has started on this section
Gallimore Road to Hap Simpson	Preliminary Design	Unknown	No work has started on this section
R-5800 Bike/Ped Betterments	Study Options	\$12,500	TPD review's NCDOT's 90% design plans and identifies possible enhancements. Take's NCDOT's temperature on the possibility of incorporating enhancements in 100% design [FUNDED]
	Engineering	UNK	TPD designs the permitted enhancements [PARTIALLY FUNDED]
	Construction	UNK, \$420k	The cost of potential enhancements like better crossing signals, relocated crosswalks, and signage is unknown. However, NCDOT has submitted that the 10 foot path will only be constructed along the path's existing alignment. If the city wishes to have 8 foot (rather than 5 foot) along the entire length of the project, it will need to contribute an additional \$420k to the project.
Boardwalk Repair/Replacement	Condition assessment	UNK	Staff seeking third-party firm to conduct condition assessment
	Design/engineering	UNK	
	Construction	\$250k-\$750k est.	Cost largely dependent on results of condition assessment
Pender Lane Realignment ***alternative to boardwalk repair***	30% design	UNK	
	ROW acquisition	UNK	
	100% design	UNK	
	Construction	UNK	



CITY of BREVARD

The mission of the City of Brevard is to promote a high quality of life, support economic prosperity, and cultivate community while honoring its heritage and culture.

TAX SETTLEMENT REPORT FOR MONTH ENDED AUGUST 31, 2024

Tina Tanner
Certified Tax Collector

UPDATED: 09.09.2024

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HEART OF BREVARD TAX SETTLEMENT REPORT
MONTH ENDING AUGUST 31, 2024

UPDATED: 09.09.2024

YEAR	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
2024		\$ 64,583.54					
2023-2011	\$ 28.47	\$ 137.22					
2010 - Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL:	\$ 28.47	\$ 64,720.76	\$ -	\$ -	\$ -	\$ -	
2024							
2023-2011							\$ 64,583.54
2010 - Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165.69
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,749.23

STAFF REPORT

City Council, Monday, September 16, 2024

Title: Property Tax Releases - August, 2024

Speaker:

Prepared by: Tina Tanner, Tax Collector/Water/Finance

Approved by: Dean Luebbe, Assistant City Manager/Finance Director

STAFF REPORT

DATE: September 16, 2024

The City of Brevard has been notified by the Transylvania County Tax Administration of the following releases from the tax scroll of the City of Brevard.

The governing body of the City of Brevard is required by General Statute to approve these releases and instruct the Tax Collector to remove these property values from the city tax records.

General Statute 105-381

(b) Action of Governing Body.--Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct tax liability or notify the taxpayer in writing that no release or refund will be made.

A finance officer, manager, or attorney to whom this authority is delegated shall monthly report to the governing body the actions taken by him on requests for release or refund. All actions taken by the governing body or finance officer, manager, or attorney on requests for release or refund shall be recorded in the minutes of the governing body. If a release is granted or refund made, the tax collector shall be credited with the amount released or refunded in his annual settlement.

Release Amount for August 2024: \$372.29

-

Recommendation: Approve resolution to release values from the tax scroll.

Attachments:

1. 08 Resolution Tax Release August 2024

RESOLUTION 2024-XX

A RESOLUTION APPROVING PROPERTY TAX RELEASES

WHEREAS, The City of Brevard has previously determined to collect property taxes for the City of Brevard and the Heart of Brevard, and it is necessary to release the below shown amount from the city tax records.

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

The Tax Collector is hereby authorized to remove August 2024 property values from the tax scroll in the amount of:

2024: \$ 372.29

Adopted and approved this the 16th day of September, 2024.

Maureen Copelof
Mayor

ATTEST:

Denise Hodsdon, CMC
City Clerk

STAFF REPORT

City Council, Monday, September 16, 2024

Title: Official City-Sponsored Special Event Listing

Speaker: Aaron Bland, Asst Planning Director

Prepared by: Aaron Bland, Asst Planning Director

Approved by: Wilson Hooper, City Manager

Background

During a budget discussion in 2013, Councilman Mac Morrow made a motion that included, among other things, that certain special events be "supported effort[s] by the City of Brevard" and exempt from special event permit fees. These events included all Heart of Brevard downtown festivals, the "Old Timey Street Dances," and the three community parade events at the time: the Memorial Day parade, the Christmas parade, and the Brevard High School homecoming parade. This motion was seconded and approved following a tie-breaking vote by Mayor Harris.

In 2015, the North Carolina Department of Transportation introduced changes to the procedures for all special events requiring a road, lane, and/or shoulder closure on NCDOT maintained streets. These new procedures required any "repurposing" of the State Highway System for something other than its typical intended use to complete the NCDOT Special Event Request Form and submit a formal request to the Division Engineer. However, this is not required if the event is "sponsored" by a local government; these events must have a closure ordinance passed by the local governing body. Therefore, events that have been deemed "City-sponsored" events have had street closure ordinances adopted by Council since 2015, typically via the Consent Agenda.

The list of events in Mr. Morrow's motion became the de facto list of "City-sponsored" events. In the years since, several other events have become "City sponsored" in practice, but Council has not taken any official action to affirm a new list of events that are officially considered City sponsored. This agenda item would do just that.

Discussion

The list of community events for Council's consideration is as follows:

- White Squirrel Weekend
- July 4th Celebration
- Art is in the Air
- Halloweenfest
- Light Up the Night
- Juneteenth Celebration
- Rosenwald Community Basketball Tournament
- Old Time Street Dances

- National Night Out
- Memorial Day Parade
- Christmas Parade
- Brevard High School Homecoming Parade
- Veterans Day Ceremony

To be a "City sponsored" event is a designation for the purposes of the NCDOT permitting process. These events will continue to require a street closure ordinance passed by City Council and forwarded to NCDOT (unless the event does not involve the closure of a state road, such as the basketball tournament). These events will also have the special event application fee waived, though they must still go through the permitting process, provide insurance, and pay for City personnel that work the event, such as Police and Fire.

It is important to note that being "City sponsored" does not convey any of the responsibility for planning, organizing, or executing the events to the City.

Policy Analysis

Action 6.A of the *2030 Building Brevard* comprehensive land use plan mentions supporting festivals and events:

"Invest in public infrastructure and facilities, as well as the operations and maintenance necessary to support festivals and cultural events occurring in downtown public spaces."

Reaffirming this list of officially City-sponsored events helps clarify the permitting process for the organizers of these events, as well as City staff.

Fiscal Impact

The application fee for special events on public property (such as state roads) is \$200. Therefore, the waiver of the fee for these 13 events represents \$2,600 in foregone application fees. This lost revenue is made up by the cultural and entertainment value of these events.

Action

Staff is requesting a vote on the attached resolution declaring the above list of events, with any additions or deletions as Council sees fit, as officially City-sponsored events.

Attachments:

1. Resolution - City Sponsored Events

RESOLUTION NO. 2024-XX

RESOLUTION APPROVING A LIST OF CITY-SPONSORED SPECIAL EVENTS

WHEREAS, Brevard City Council acknowledges a tradition of providing for festivals and special events throughout town for the pleasure and enjoyment of citizens and visitors alike; and

WHEREAS, Brevard City Council recognizes that festivals and special events provide an opportunity for family-oriented activities that celebrate our small-town charm; and

WHEREAS, Brevard City Council acknowledges these events require NCDOT system roads to be closed for setup, activities, and cleanup; and

WHEREAS, the 2030 Comprehensive Land Use Plan recommends that the city “Invest in public infrastructure and facilities, as well as the operations and maintenance necessary to support festivals and cultural events.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The Brevard City Council does hereby approve and declare the following events to be City-sponsored for NCDOT permitting purposes:

- White Squirrel Weekend
- July 4th Celebration
- Brevard En Plein Air Festival (aka Art is in the Air)
- Halloweenfest
- Light Up the Night
- Juneteenth Celebration
- Rosenwald Community Basketball Tournament
- Old Time Street Dances
- National Night Out
- Memorial Day Parade
- Christmas Parade
- Brevard High School Homecoming Parade
- Veterans Day Ceremony

Section 2. These events shall have the typical special event permit fee waived, however event bonds and fees for emergency personnel may still be charged.

Adopted and approved this the 16th day of September 2024.

Maureen Copelof
Mayor

ATTEST:

Denise Hodsdon, CMC
City Clerk



PROCLAMATION NO. 2024-19

HONORING THE 156TH ANNIVERSARY OF MUD CREEK MISSIONARY BAPTIST ASSOCIATION

WHEREAS, the year 2024 marks the 156th Anniversary of Mud Creek Missionary Baptist Association, which has been dedicated to the service of God and humanity and played an important role in the religious life of many Black Baptist Churches in a three-county area (Henderson, Buncombe, and Transylvania) of Western North Carolina.; and

WHEREAS, we give pause, honor and praise for the deep and abiding Christian commitment of those who in faith began this work and for all those who have given so unselfishly during the many years to help the work grow and thrive and provide valuable human services to our community; and

WHEREAS, our community has benefited from the fine Christian influence of the Mud Creek Missionary Baptist Association through the years and the many facets of its outreach; and

WHEREAS, the Mud Creek Missionary Baptist Association's 11th Annual Banquet will take place on September 21, 2024; and

WHEREAS, the City of Brevard hereby extends its expression of best wishes to Mud Creek Missionary Baptist Association on its 156th Anniversary.

NOW, THEREFORE, I, Maureen Copelof, Mayor of the City of Brevard, hereby proclaim September 21, 2024 as "**MUD CREEK MISSIONARY BAPTIST ASSOCIATION ANNIVERSARY DAY**" and ask our citizens to extend their appreciation for the exemplary work Mud Creek Missionary Baptist Association continues to do in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brevard, North Carolina, to be affixed this, the 11th day of September, 2024.


Maureen Copelof
Mayor

ATTEST:


Denise Hodsdon, CM
City Clerk



**Brevard/Transylvania County
Ecusta Trail Advisory Board**

Date: May 29, 2024

Location: City Hall Council Chambers

Members:

- ✓ Maureen Copelof, Mayor
- ✓ Aaron Baker, Council Member
- ✓ Larry Chapman, County Commissioner
- ✓ Addison Bradley, NC Cooperative Extension Dir (Zoom)
- ✓ Mark Tooley, Conserving Carolina
- ✓ John Ditillo, Friends of Ecusta Trail
- ✓ Wilson Hooper, City Manager, Ex Officio
- ✓ Paul Ray, Planning Director, Ex Officio
- ✓ Meredith Carli, At-Large Member (Zoom)
- Clark Lovelace, Tourism Development Authority
- ✓ Chris Burns, Chair Henderson County Ecusta Trail Advisory Board Ex Officio
- ✓ Madeline Hanley, At-Large Member (Zoom)

Staff:

- ✓ Katherine Buzby, City Planner

Guests:

- ✓ Tad Fogel, Friends of Ecusta Trail
- ✓ Kristen Cozza, Conserving Carolina
- ✓ Lonnie Watkins, Volkert Inc.
- ✓ Various citizens

A. Welcome & Call to Order

Committee Chair Maureen Copelof welcomed everyone and called the meeting to order at 3:30 pm.

B. Certification of Quorum

Quorum was certified by Chair Maureen Copelof.

C. Approval of Agenda

Chris Burns asked to modify the agenda to have Henderson County present first due to needing to leave early. Motion by Mr. Chapman, seconded by Mr. Baker to approve the modified agenda. The motion carried unanimously.

D. Approval of Minutes from April 24, 2024 Meeting

Motion by Mr. Ditillo seconded by Mr. Chapman to approve the meeting minutes. The motion carried unanimously.

E. Updates/Discussions

1. Henderson County- They met with the County Engineer today and have been notified that piles for all Henderson County bridges have been installed. 4 out of the 6 abutments for the bridges are installed. They are ahead of schedule for planned delivery of those bridges in August. They were notified that the federal funds can be used for some approved amenities, so design of the amenities is underway. Design and permitting is underway for the "west section", from Horseshoe to the County line. They have an upcoming meeting to discuss branding. The three municipalities are working together on the Memorandum of Understanding (MOU). They are still estimating to open the first 6 miles "east section" in December. There is a meeting next week with the planning dept. to work with adjacent property owners about businesses that now face the Trail.
2. NCDOT- They had a meeting with TP&D and the City concerning the bridges. There are a couple of bridges that the City is interested in rehabbing/salvaging and reusing. TP&D has provided the pros and cons of that option with the costs, which should be provided to the City sometime today. There is a total of seven bridges, 4 of them have to be totally replaced but 3 of them may be reused. The City will need to review and decide what to do with the remaining 3 bridges. TP&D is starting to do the preliminary design so they are looking at where amenities may go. They have a "short list" of amenities that they are pretty sure they know will be approved (bench, bike fixit station) and then they have other amenities that they are waiting on the City to decide on such as a bathroom (needs City decision on location) and Trailhead locations. A list of the amenities that will be included in the design will be sent to the City. A decision needs to be made regarding the western terminus, like if it will connect to the Estatoe Trail or tie into the Cherry Street connector. TP&D presented four different options for the terminus. The Mountain Industrial Street project currently being constructed has a small connection piece on the plans that was decided (by the board) to keep/allow NCDOT to construct until the City can make a decision on the terminus. They are on schedule with the 30% design and expect it to be completed at the end of June or sometime in July. After this is releases, the City will be holding public engagements in August.
3. Conserving Carolina- They are still researching the unowned section of land.
4. Planning Department- The Davidson River bridge is one that the City planned on saving and repurposing, but it does not look like this is possible due to clearance issues and raising the span. Replacing the other bridges instead of reusing old bridges can cost around \$1 million dollars, and they have to be inspected every 2 years where the reused bridges is every four years.
5. Transylvania County- They received an inquiry on how adjacent landowners are to cross the trail with heavy equipment once the trail is built.
6. Tourism Development Authority (TDA)- The \$250,000 grant has been received by the City.
7. City of Brevard- Staff met with an old mentor of Wilson's that has experience with transportation projects like the Trail, and mostly discussed governance of the trail and how we make decisions going forward. The joint meeting coming up will be a workshop to determine what committee or council will make decisions and Wilson will make an agenda about what the City recommends and meet with the chairs of both committees about what they recommend and discuss the options with Council at this joint meeting. Details of the meeting date, time, and location to come. Hopefully the 30% design will be completed and can be presented at the joint meeting.

Brevard/Transylvania County
Ecusta Trail Advisory Board

Another discussion was what service level the City can provide or not provide, and the City will consult with Henderson County and come up with reasonable service levels that we can expect to afford. The economic development goal of the trail was discussed, and what steps the City needs to take to really leverage the presence of the trail to help impact development. Also, local governments should not have MOUs with private agencies, it should be contracts. Vice Chair Aaron Baker presented a draft resolution that recommends that the "official" end of the Ecusta Trail would be at the City's Depot so the Estatoe and Ecusta Trail merge; this document will be presented at the joint meeting coming up. TP&D is investigating the pedestrian crossing at R-5800 to see how to safely cross Asheville Hwy.

8. Friends of Ecusta Trail- Working on website redesign for the trail. Once that is complete, they hope to schedule a public event to announce the new site, along with branding and merchandise. They are still creating a job description for a trail manager, but needs input from the City to know what Friends will be responsible for in order to create the position. This too will be discussed at the joint meeting.
9. Public or Citizen Input- N/A

H. Next Steps

Many decisions are needed to be made by the City, such as trailheads, amenity lists, bridges, etc. The City will hold a joint meeting that will include City Council, Parks & Trails Committee, and the Ecusta Trail Advisory Board to discuss how these decisions will be made and by whom. It will also discuss the roles of the three going forward regarding the Ecusta Trail. The meeting is scheduled for June 26th at 1:30pm.

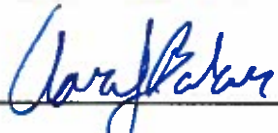
I. Set Date for Next Meeting

The June 26th meeting is cancelled and a specially called joint meeting will take place on June 26th at 1:30pm to include City Council and the Parks & Trails Committee. The next regular meeting of the Brevard/Transylvania County Ecusta Trail Advisory Board is scheduled for July 31, 2024 at 3:30 pm. (last Wednesday of the month at 3:30 pm).

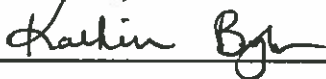
J. Adjourn

There being no further business, the meeting was adjourned at 4:50 pm.

Minutes Approved- 8/22/24

x 

Aaron Baker, Chair

x 

Katherine Buzby, City Planner

MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Wednesday, June 12, 2024 – 4:00 PM

City Hall Council Chambers

Members Present: Gary Daniel, Chair, Council Member
Pamela Holder, Vice Chair, Council Member (left at 4:45 pm)
Nicole Bentley, Exec Dir. Heart of Brevard
Billy Parrish, Heart of Brevard Representative
Lee McMinn, Citizen Member
Parker Platt, At-Large Member (Left at 5:13pm)
Mayor Maureen Copelof, Ex-Officio

Staff Present: Dean Luebbe, Assistant City Manager/Finance Director
Paul Ray, Planning Director
Emily Brewer, Senior Planner
Becky McCann, Communications Coordinator
Alex Shepherd, Assistant to the City Manager

Guests: Vicki Eastland, Land of Sky (via Zoom); Douglas Miller; Kevin MacDonald; Monica Driscoll; Dee Dee Perkins (via Zoom); Leslie Logemann; and Al Platt

Media: Jon Rich, *Transylvania Times*

A. Welcome & Call to Order

Committee Chair Gary Daniel welcomed everyone and called the meeting to order at 4:00 PM.

B. Certification of Quorum

Quorum was certified by Assistant to the City Manager Alex Shepherd.

C. Approval of Agenda

Motion by Ms. Bentley, seconded by Ms. Holder to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of May 8, 2024 Meeting

Motion by Ms. Holder, seconded by Mr. McMinn to approve the minutes of the May 8, 2024 meeting as presented. The motion carried unanimously.

E. Traffic Circulation Study

Mr. Ray introduced Vicki Eastland of Land of Sky who explained that Land of Sky submitted an application to NCDOT seeking state planning and research funding to conduct a downtown circulation study. The purpose of the study is to explore different scenarios to [4:20] provide free efficient throughput for individuals and freight traveling along US 64 and US 276 and also to provide safe efficient access to downtown destinations for all modes of travel. This is an opportunity for the City of Brevard and Transylvania County and all the interested parties to look at what could be future transportation projects to potentially make things function better, safer and more efficiently. One potential scenario would be to consider converting the existing unbalanced couplet that serves US 64, that would be the north and south Broad and Caldwell, to convert that to a one-way pair and also provide right-of-way for continuous bicycle and pedestrian infrastructure. That would alleviate the opposing left turns that are slowing the lanes of travel in each direction currently. The goal of the study is to balance the demands of through-traffic to efficiently access points beyond downtown and the need to provide for a safe and connected downtown experience. She reviewed Land of Sky's scope of work in conducting the study and noted that the City and the County, as well as the public will be involved in the process. She emphasized that it is just a study; there is no project funded or plan for construction anytime soon. This is not an NCDOT initiative, but one that Land of Sky suggested to City and County leadership as a way to make a plan for the future and how we might need to address a number of conflicts we are having in the downtown area. She reviewed safety data regarding bicycle and pedestrian crashes in Transylvania County from 2007 to 2022.

F. Times Arcade Alley Update

Mr. Ray provided an update on the Times Arcade Alley project. The City held a stakeholder meeting last week to acknowledge that the project is behind schedule, mostly due to utility delays, and to provide an updated schedule on when certain things will be done. The general contractor was there to answer questions and listen to attendees who requested that certain accommodations be made to try to relieve some of the pressures they are experiencing as a result of the prolonged construction, including more frequent inspections by staff and the contractor for safety hazards, which we have started doing. Most recently the concrete was poured from Jordan St. to the Chocolate Shop and they are making their way toward Main Street. Mr. Ray added that Duke Energy has been the biggest cause of the delays and they have a little more work to do, which will unfortunately cause another overnight power outage. Mr. Ray shared the updated schedule with the committee but noted that we are awaiting a new completion date from the contractor. He noted that with the delay in the project, we are recommending postponing planting of landscaping until the fall to avoid planting in the hottest part of summer. He also noted that when they extend the bumpout on Main Street, which was approved on the Downtown Master Plan, it will take one more

parking space. We recognize that parking is important downtown and one thing we could discuss is shrinking down or eliminating the loading zone on Jordan Street that is rarely used by large trucks and take back two or three parking spaces. There was consensus to shrink the loading zone to accommodate a box truck and take back two parking spaces.

G. Sidewalk Usage Policy

Emily Brewer reviewed an updated version of the proposed amendment to the Code of Ordinances regarding sidewalk usage and obstruction. She explained that NC General Statutes gives municipalities the responsibility to keep public sidewalks “open for travel and free from unnecessary obstructions.” This is a staff-initiated staff amendment to ensure that all of the objects on sidewalks are placed in a way where the City is covered by insurance and to make sure we meet minimum clearance requirements. As part of this process Staff consulted with the North Carolina League of Municipalities (NCLM), the City’s insurance provider, and they advised that, in order to be adequately covered, all items placed in the public rights-of-way need to be permitted with insurance naming the City as an additional insured and an executed hold harmless agreement. The proposed changes also aim to reduce the burden on business owners by making it a one-time permit rather than an annual permit.

She reviewed the following elements of the proposed amendment:

- *Permitted Space for Obstructions on the Sidewalk:* Ms. Brewer noted that the biggest change is that the current regulations have different requirements for merchandise and for permanent or semi-permanent objects that stay outside at all times. The proposed amendment requires a business to secure a permit for a space in front of the establishment where objects may be placed to meet the clearance requirements. In consultation with NCLM and the City Attorney Staff has prepared an updated Encroachment/Hold Harmless Agreement that the City and business owner will sign to place objects in a permitted space. The one big change in terms of the placement of objects is that merchandise and objects would no longer be permitted in the bricked utility strip.
- *Sidewalk Dining:* Sidewalk dining is governed by a separate agreement between the City and NCDOT, which has very specific regulations and permitting requirements. The minor changes include expanding the allowable furnishing materials and consolidating the setback requirements.
- *A-Frame Signs:* No changes are proposed to these regulations at this time. A business will still be able to place its A-frame sign in the bricked area.

Ms. Brewer recalled that the Committee had previously reviewed and discussed draft amendments on April 10th and May 8th and this draft reflects the changes that were recommended. Staff is requesting a recommendation from the Committee today as it is

scheduled to go for public hearing before Council on June 17th. She said it is important to have the public hearing as soon as possible because of the outstanding liability questions, especially as we start moving into the busy season.

During discussion, it was recommended to clarify that the bricked paved area is not considered part of the sidewalk. There was also discussion regarding newsracks and the need to clarify whether they fall under free speech, and it was recommended that Section 62-2 Newsracks should be deleted until that can be clarified. Mr. McMinn moved, seconded by Mr. Platt to recommend approval of the proposed amendment with the removal of Section 62-2 Newsracks. The motion carried unanimously.

H. White Squirrel Debrief

Ms. Bentley said we are working on getting surveys from all of our downtown businesses as well as vendors, and also on balancing the P&L for that event. It was our 20th anniversary and it was a great success. We have 2 full-time and 1 part-time staff members and about 115 volunteers who make that happen every year. She said she has heard from folks that this year was the best maybe ever. We had more vendors than in the past and the variety/quality of the vendors were improved. The downtown business community did a great job of hosting this event and their feedback so far has been overwhelmingly positive. She expressed appreciation to Public Works and their additional efforts to make sure the alley was ready to go and ensure connectivity from West Main St. to W. Jordan Street. She said we do hire our own trash management company for that event, but we are getting to a place where it will likely require that company plus Public Works as we just can't quite keep up with it. The Public Works crew do a lot for me to get ready for that event and I appreciate everything they do to make that happen beforehand and after.

I. Public Comment

Leslie Logemann of Highland Books said Heart of Brevard did a great job with White Squirrel. I came because I wanted to hear about the traffic circulation study, and I am happy to hear that it is just a study and is just starting. It is my understanding that that type of traffic diversion in downtowns isn't ever really something that benefits businesses. I think Hendersonville did something similar and I would be curious what that did to them. The reason for me coming is that, not just to listen to what was being said, but also just to say that Brevard doesn't have a parking problem, we have a walking problem. I think it is really important for me as a business owner to say to you that Brevard has a perceived parking problem, and it is hurting your businesses. At least once a week someone comes in with their hair on fire about the parking. I always refer them to the City, but I have lost customers who tell me they just aren't coming downtown anymore. There are other businesses that are having the same problem. I know there is parking at various lots in downtown and there people with mobility issues, so that is a separate situation. I don't know what the answer is, but as a business owner I would ask that you take what has already been done into consideration before you start diverting traffic. It's a perception and when you have a perception, it becomes reality. I believe communication is the key to everything.

Doug Miller of Newfound Artisan said we have a bike and pedestrian plan already and it does call for a lot of these things that would improve safety and help improve accessibility for a lot of the folks that we're talking about. I urge you to keep looking at that as it is a great plan. I appreciate the effort to add more parking on Jordan Street. I really came to listen to the sidewalk discussion, and I am a little disappointed that there wasn't more consideration to using the brick area as a part of the sidewalk. The strip being excluded from the sidewalks affects us. It is going to affect our ability to have the benches we have there now that will have to go away as a result of this policy if it passes Council. We have people using those benches all the time. There is not a lot of seating on Jordan Street right now as it is and people like to take breaks and have a beverage; we're in the Social District so they can do that now.

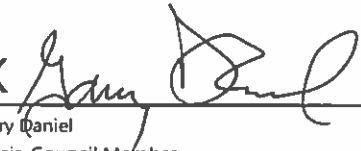
J. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee was scheduled for Wednesday, August 14, 2024 at 4:00 PM.

K. Adjourn

There being no further business, the meeting was adjourned at 5:36 PM.

Minutes Approved - August 29, 2024

X 
Gary Daniel
Chair, Council Member

X 
Denise Hodsdon
Assistant to the City Manager

MINUTES
City Council Public Works & Utilities Committee

Wednesday, August 7, 2024 – 3:30 PM
City Council Chambers

Members Present: Mac Morrow, Chair, Council Member
Lauren Wise, Vice-Chair, Council Member
Owen Carson, Citizen Member
Mayor Maureen Copelof, Ex-Officio

Staff Present: Wilson Hooper, City Manager
Wesley Shook, Acting Public Works Director
Dennis Richardson, Water Treatment Plant Supervisor
Emory Owen, Wastewater Treatment Plant Supervisor
Aaron Winans, WWTP Staff
Tom Jordan, Police Chief
Becky McCann, Communications Coordinator
Denise Hodsdon, City Clerk

Guests: Harvey Sankey

A. Welcome and Call to Order

Committee Chair Mac Morrow called the meeting to order at 3:30 pm.

B. Certification of Quorum

City Clerk Denise Hodsdon certified that a quorum was present.

C. Approval of Agenda

Motion by Mr. Carson, seconded by Mr. Wise to approve the agenda as presented.
The motion carried unanimously.

D. Approval of Minutes – July 1, 2024 Meeting

Motion by Mr. Wise, seconded by Mr. Carson to approve the minutes of the
July 1, 2024 meeting as presented. The motion carried unanimously.

E. Review of City's Landscape Management/Depot Maintenance Practices

Mr. Hooper explained that this item is to address a couple of inquiries from Council this week regarding landscaping management and some challenges we are having at the Depot. He asked Mr. Shook to describe the department's landscape management

practices. Mr. Shook explained that he has 4 men that maintain all of the city's buildings and grounds. They do all the mowing; all building maintenance; and currently they are doing twice daily housekeeping at the Depot on weekdays and once daily on weekends. He noted that the Garden Club volunteers have been uncomfortable coming to the Depot to maintain the gardens because of the unhoused people camping out there. Cameras have been installed at the Depot and will be monitored by Community Center Director Tyree Griffin and the Police Department to dissuade littering and other such behavior. Staff have suggested turning off the wi-fi and electricity to the outlets overnight to deter such camping. Mr. Shook said he has received a number of calls regarding the kudzu and invasive vines growing on the fence behind the Depot. He explained that his crew is not allowed to enter onto the SAFE property on the other side of the fence. There was discussion about what could be done to clear the vines including using a targeted herbicide and suggesting to SAFE that removing the vines would enhance security.

Mr. Hooper mentioned that the Dog Park is difficult to maintain due to the nature of its use. One issue that has been brought up is that weeds are coming up through the gravel pathway and staff is debating the idea of replacing the gravel with concrete, but there is question whether concrete is appropriate in a dog park. It was mentioned that a barrier beneath the gravel would be one solution, but it would require removing the gravel and then putting it back down. It was noted that any solution would need to be ADA compliant. Mr. Hooper will bring this to the Parks, Trails and Recreation Committee for its consideration. Mr. Morrow noted that staff is also working on getting power hooked up for the lighting that was part of the original design.

Mr. Carson suggested the idea of converting some of the heavily maintained areas into lesser maintenance areas by changing the vegetation pattern and establishing meadows and other things like that that don't need any sort of maintenance as a way of maximizing staff time. Mayor Copelof noted that the landscaped area at the Tannery Skatepark is not being maintained by the community and we are not able to maintain it. She proposed removing it and looking into replacing it with something less maintenance intensive.

F. Project Updates

Mr. Hooper reported that the Times Arcade Alley project is wrapping up with just a few small things left to complete, mostly drainage adjustments to capture more water in the alley. We have asked Duke to look at the pole in the bumpout to determine whether it can be moved.

Mr. Hooper informed the committee that staff anticipates that the WWTP upgrade kickoff meeting with KCI will be scheduled sometime in mid-September and they will review their schedule of tasks for the next few months. We have submitted our funding request to the state to use a portion of the \$13M earmark to begin engineering work. They are evaluating the request and he expects to hear back from them soon.

Mr. Owen and Mr. Winans reported that they are still doing tests to determine the effectiveness of PAA and the state has given us another 3 months because the results have been inconsistent. They have been meeting with the businesses projected to incur the high-strength waste surcharge and advised them on the process of testing their discharged water.

Mr. Hooper gave an update on traffic calming measures on Probart Street. An amendment to the Traffic Schedule to add a 3-way stop at the intersection of Probart and Railroad Ave. will go to Council for public hearing at the next meeting. He has sent dimensions to the speed cushion company and expects to place the order soon, with an anticipated delivery time of 4 to 6 weeks.

G. Public Comment

Harvey Sankey had some questions of staff regarding what KCI has been doing and what to expect during the kickoff meeting.

H. Set Date for Next Meeting

The next regular meeting of the Public Works & Utilities Committee was scheduled for Wednesday, September 4, 2024 at 3:30 p.m.

I. Closed Session

At 4:49 pm Mr. Wise moved, seconded by Mr. Carson to enter closed session to discuss a personnel matter. The motion carried unanimously. Authorized to remain for the closed session with committee members were City Manager Wilson Hooper and City Clerk Denise Hodsdon.

At 4:40 pm the committee resumed the meeting in open session. No official action was taken in closed session and the minutes of the closed session are authorized to be sealed.

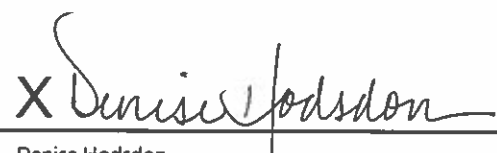
J. Adjourn

There being no further business, the meeting was adjourned at 4:57 p.m.

Minutes Approved: September 3, 2024

X 

Mac Morrow
Chair, Council Member

X 

Denise Hodsdon
City Clerk

MINUTES

CITY COUNCIL HOUSING COMMITTEE

Tuesday, August 13, 2024 – 3:45 PM
City Hall Council Chambers

Members Present: Aaron Baker, Vice Chair, City Council Member
Victor Foster, Citizen Member
Mayor Maureen Copelof, Ex-Officio

Members Absent: Pamela Holder, Chair, City Council Member

Staff Present: Wilson Hooper, City Manager
Dean Luebbe, Assistant City Manager/Finance Director
Emily Brewer, Planner
Becky McCann, Communications Coordinator
Denise Hodsdon, City Clerk

Guest: Sara VanLear, DFI

A. Welcome and Call to Order

Aaron Baker welcomed everyone and called the meeting to order at 3:46 PM.

B. Certification of Quorum

Quorum was certified by City Clerk Denise Hodsdon.

C. Approval of Agenda

Mr. Baker asked to remove Item E. Update on BDRPC Project and to add Public Comment as Item F. Mr. Foster moved, seconded by Mr. Baker to approve the agenda as amended. The motion carried unanimously.

D. Approval of Minutes – June 11, 2024 Meeting

Mr. Foster moved, seconded by Mr. Baker to approve the minutes of the June 11, 2024 meeting as presented. The motion carried unanimously.

E. Property Disposition Strategy

Mr. Hooper explained that one of the ways governments have been encouraged to support affordable housing has been to do an inventory of the properties that they own

and to dispose of those they don't need, whether that is via a gift or low-cost sale to an affordable housing developer, or a sale to a market-rate buyer and using those proceeds to fund affordable housing. He asked Ms. Brewer to present information on some of the properties that the city owns and asked for the committee's recommendation on possible disposal of those properties. Ms. Brewer presented a PowerPoint presentation that included four city-owned properties and how we might be able to dispose of these unused properties that are unsuitable for larger housing development, through a competitive sale to fund future affordable housing initiatives. Staff believes by moving forward with this strategy we would be able to address two important goals: it supports our ongoing affordable housing programs and initiatives by getting additional funding in the Housing Trust Fund, but also makes it so that we can pursue additional projects that create new affordable units. Staff has identified the following four properties for the committee's consideration:

1. James Street – the property is located next to the intersection of James St. and W. Main St. This was initially donated to the City for the purpose of creating housing and the previous Housing Committee had recommended giving the property to Habitat for Humanity, but due to some issues with the title, Habitat was not interested in the property. The City Attorney is working on clearing the title and staff believes the property would be a great candidate for competitive sale.
2. Cashiers Valley Road – 8.8 acre parcel located next to Public Works. The Public Works Director has indicated that he would need a ½ to 1-acre portion of this property for future expansion, which would still leave a significant amount of land for competitive sale. This parcel was initially acquired for affordable housing purposes but has been reviewed by DFI and was deemed unsuitable for a large affordable housing project as it would be cost-prohibitive due to the steep slopes and the Duke utility easement that runs along the front of the property. There is still development potential for this property, just not for affordable housing.
3. Cashiers Valley Road – a 1.37 acre parcel located on the other side of the Public Works site. The property is currently split-zoned and located partially in the ETJ so it would most likely need to be fully annexed into the city limits and possibly a rezoning to increase the density to GR8.
4. A vacant lot by the Tannery – a .85 acre parcel currently zoned as Institutional Campus. The greenway will go along the eastern edge of the property and we may need some of the parcel for access to the greenway. It was initially discussed as a parking lot or entry point for the greenway, but with all the improvements that have been made to that area and the parking lot now there, staff believe it could have a higher use.

Following discussion Mr. Baker said he would prefer to keep the larger Cashiers Valley Road lot and the Tannery lot until we explore and exhaust all possibilities. He said he would be interested in hearing what Habitat or Housing Assistance Corp. would say about a smaller-scale affordable development for the Tannery parcel. Mr. Foster

moved, seconded by Mr. Baker to recommend disposal of the James Street property and the smaller Cashiers Valley Road lot pending outstanding issues being resolved. The motion carried unanimously.

Mr. Hooper recommended that even if we don't end up selling the Tannery parcel and the larger Cashiers Valley Road parcel, it would be beneficial to go ahead and carve off and reserve the property that we need from both parcels now.

F. Public Comment

John Roberts introduced himself as a new resident and said he is interested in learning more about the city's efforts to look at affordable housing.

Mayor Copelof reported that she attended the WNC Housing Summit last week and brought back information and some ideas of how to use some of our housing funds.

G. Set Date for Next Meeting

The date of the next meeting is to be determined.

H. Closed Session

At 4:44 pm Mr. Foster moved, seconded by Mr. Wise to enter closed session to discuss a property acquisition matter. The motion carried unanimously. Authorized to remain for the closed session with committee members were City Manager Wilson Hooper, City Clerk Denise Hodsdon, Senior Planner Emily Brewer, and Sara Van Lear of DFI.

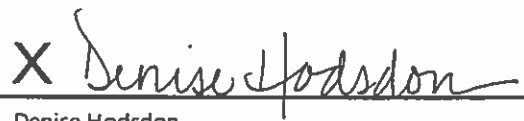
At 5:05 pm the committee resumed the meeting in open session. No official action was taken in closed session and the minutes of the closed session are authorized to be sealed.

I. Adjourn

There being no further business, the meeting adjourned at 5:05 pm.

Minutes Approved: September 9, 2024

X 
Aaron Baker
City Council Member

X 
Denise Hodsdon
City Clerk