

**MINUTES
BREVARD CITY COUNCIL
Regular Meeting
May 20, 2019 – 7:00 PM**

The Brevard City Council met in regular session on Monday, May 20, 2019, at 7:00 p.m. in the Council Chambers of City Hall with Mayor Jimmy Harris presiding.

Present – Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow, Council Members Charlie Landreth, Maureen Copelof and Maurice Jones.

Absent: Council Member Gary Daniel

Staff Present – City Manager and Finance Director Jim Fatland, City Attorney Michael Pratt, City Clerk Jill Murray, Deputy Finance Director Tom Whitlock, Executive Assistant to City Manager Denise Hodsdon, Fire Chief Bobby Cooper, Planner Aaron Bland, Senior Code Enforcement Officer Paul Ray, Police Chief Phil Harris, WTP ORC Dennis Richardson and Public Works Director David Lutz.

Press – Matthew McGregor, Transylvania Times

A. Welcome and Call to Order – Mayor Harris called the meeting to order, welcomed those present and introduced Council members, Manager, Attorney and City Clerk.

B. Invocation – Associate Pastor Sarah Grace Montgomery from Brevard-Davidson River Presbyterian Church, offered an invocation.

C. Pledge of Allegiance – Mayor Harris led in the Pledge of Allegiance.

D. Certification of Quorum - The City Clerk certified a quorum present.

E. Approval of Agenda – Mayor Harris asked that the public hearing, item H-2, Brevard Planned Development District Modification to List of Conditions, be removed from the agenda as the applicant no longer wanted to move forward with it. Attorney Mike Pratt asked that an item be added to the agenda as item M7, Board and Committee Appointment for the Community Relations Committee. Mr. Fatland also added an item to the agenda, K-14 a fireworks contract since the Heart of Brevard no longer wishes to oversee the fireworks. The contract authorizes the City Manager to sign the contract on behalf of the City. Mr. Landreth moved, seconded by Mr. Morrow, the agenda be approved as amended. Motion carried unanimously.

F. Approval of Minutes – Mr. Jones moved, seconded by Mr. Morrow, the April 15, 2019 minutes be approved as presented. Motion carried unanimously.

G. Certificates / Awards / Recognition –

G-1. Proclamation 2019-08 National Police Week and Peace Officer's Memorial Day 2019. Mayor Harris read the proclamation aloud. The Proclamation was given to Chief Harris earlier that week to read to his officers at a special presentation.

**Proclamation No. 2019-08
National Police Week and
Peace Officer's Memorial Day 2019
Brevard, North Carolina**

WHEREAS, the Congress and the President of the United States have designated that there be a national Law Enforcement Officers Week; and

WHEREAS, the members of the law enforcement agencies of North Carolina play an essential role in safeguarding the rights and freedom of the citizens of the State; and

WHEREAS, there are more than 900,000 law enforcement officers serving in communities across the United States, including 116 dedicated members of the Brevard Police Department and the Transylvania County Sheriff's Office and;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 31st Annual Candlelight Vigil, on the evening of May 13, 2019 and;

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their law enforcement offices and agencies, and that members of those agencies recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the citizens of Brevard recognize and appreciate the contributions made by law enforcement officers at all levels of government;

NOW, THEREFORE, I, Mayor Jimmy Harris and the Brevard City Council, call upon all citizens to observe **May 15, 2019**, as **"PEACE OFFICER'S MEMORIAL DAY"** and **May 12-18, 2019** as **"NATIONAL POLICE WEEK"** in Brevard, North Carolina, and that all of our people join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities. In so doing, they have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Proclaimed this 20th day of May, 2019.

G-2. Proclamation 2019-09 National Bike Month 2019. Mayor Harris read the proclamation aloud.

**PROCLAMATION NO. 2019-09
NATIONAL BIKE MONTH**

WHEREAS, the bicycle is an economical, healthy, convenient, viable, and environmentally sound form of transportation and an excellent form of recreation and enjoyment of Brevard and Transylvania County's scenic beauty; and

WHEREAS, millions of North Carolinians will experience the joys of bicycling during the month of May through educational programs, races, commuting events, trail work days, helmet promotion, charity events, or just getting out and going for a recreational ride; and

WHEREAS, Brevard and Transylvania County trails and roads attract bicyclists each year from across the country and the world; and

WHEREAS, Brevard hosts several major cycling races and events, including the Assault on the Carolinas, the WNC Flyer, and the Pisgah Stage Race; and

WHEREAS, these bicycling activities and attractions have great potential to have a positive impact on Brevard's economy and tourism industry, as well as to stimulate economic development by making the city attractive to businesses and citizens who enjoy the out of doors and healthy lifestyles; and

WHEREAS, creating bicycle-friendly communities has been shown to improve citizens' health, well-being, and quality of life, to boost community spirit, to improve traffic safety, and to reduce pollution and congestion; and

WHEREAS, May has been declared National Bike Month since 1956 and is so again in 2019; and

WHEREAS, the League of American Bicyclists, bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout North Carolina will be promoting bicycling as a leisure activity as well as an environmentally-friendly alternative to the automobile during the month of May 2019; and

WHEREAS, the education of bicyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; and

WHEREAS, the City of Brevard Comprehensive Plan includes several objectives and policies aimed at improving cycling as both a form of recreation and transportation.

NOW, THEREFORE, I, Mayor Jimmy Harris and the Brevard City Council do hereby proclaim and recognize the month of May 2019 as National Bike Month and Bicycle Safety Month.

Adopted and approved this the 20th day of May, 2019.

H. Public Hearing(s) -

H-1. Official Zoning Map Amendment from General Industrial to Residential Mixed Use.

Mayor Harris opened the public hearing at 7:20 p.m.

Mr. Bland explained that an application was submitted by Dru and Wendy Bridges to request a map amendment (rezoning) for their property at 300 Whitmire Street from General Industrial to Residential Mixed Use. The application was for their property only but staff believes it should be multiple properties so as not to raise concerns of "Spot Zoning". Therefore, staff's recommendation is to rezone several properties in addition to the applicant's parcel to RMX. This is supported by the comprehensive plan and the future land use map. It was also brought before the Planning Board who unanimously approved it.

Public Hearing Participation - None

Public Hearing Closed - There being no further questions or comments, Mayor Harris closed the hearing at 7:27 p.m.

H-2. Brevard Planned Development District Modification to List of Conditions.

Removed from agenda.

H-3. Official Zoning Map Amendment at 325 Rosman Highway.

Mayor Harris opened the public hearing at 7:27 p.m.

Mr. Bland explained that an application was submitted by Jeremy Bryson requesting a zoning map amendment (rezoning) for his property at 325 Rosman Highway. The property is currently split-zoned but the owners would like the entire thing to be rezoned to CMX. Staff recommends approval of this zoning as requested.

Public Hearing Participation - None

Public Hearing Closed - There being no further questions or comments, Mayor Harris closed the hearing at 7:30 p.m.

I. Public Participation -

Claudia Hawkins of 148 Placid Drive, Brevard, Chair of the Transylvania County Community Land Trust, came to encourage City Council to support funding the development of a workforce housing action plan for our community. The Land Trust is advocated with both the City Council and County Commission to join together in funding the development of a plan over the next year. The plan is intended to present concrete actions our community can take to improve the availability and affordability of workforce housing, including, where possible, the cost to implement those plans. We are not envisioning plans where local Government is building housing units, but in light of the failure of the market to address this housing gap, the Land Trust is convinced that our local governments need to work collaboratively with other organizations in our community to address this issue and to allocate resources to incent workforce housing. We have provided data to you showing you that workforce housing is a critical issue for our teachers, public safety officers, and many employers in our community. The school board and the Chamber of Commerce have come out in support of our request for funding development of a plan. I know all of you desire in your role as City Council members to improve and sustain the long term economic health of our community. Having a range of housing options is critical to that goal. Please give this request due consideration in this years' budget in light of that goal.

Jacob Dinkins of 500 W. Probart Street, Brevard, spoke regarding the Fire Departments budget. He explained that he attended last month's meeting to make everyone aware of a proposal seeking to remove a longstanding agreement between the City and its firefighters. The agreement provides complimentary water and sewer services for firefighters living within the City limits in exchange for training hours and call response. We were addressed by staff three weeks ago to further explain this proposal. To understand this benefit, we have to understand why it was instituted in the first place. When we talk about responding to emergency situations, time is of the essence. Minutes matter when life and property are on the line. With that in mind, it is imperative that we have volunteer members that can quickly gather the necessary trucks and equipment and get them to the scene. We have one fire station in the City of Brevard. In order to get there quick, we need to be close to it. Former Councils had the forethought to offer the water benefit in order to attract people who live close to the City. Nothing has changed in the area of firefighting in 100 years. One of staff's complaints of the complimentary water benefit is that it's unfair or inequitable. The benefit is only received if certain benchmarks are met by each firefighter. The firefighter must respond to a minimum number of calls in order to receive the benefit each month. A few firefighters are not meeting that minimum but are still receiving the benefit and have for a long time. Is that fair and inequitable? Absolutely. We should have staff enforcing the minimum requirements. We want to see these minimum requirements enforced. If you ask staff to enforce these minimum requirements, worst case scenario, the firefighters that aren't currently meeting the minimum and continue to not meet the minimum, then the City doesn't pay for their water and sewer. Best case scenario, the benefits stay in place and more firefighters are encouraged to show up to calls, thus public safety is increased. We have one member that retired this month after 27 years of service to the Brevard Fire Department. During those 27 years, every year, it was agreed upon that once you put in 20 years of service and you retire, you would receive that benefit as a lifetime benefit. We currently have several retirees who are receiving it. There is stipulation that says you have to have 20 years of service and be 55 years old when you retire. He does not turn 55 for another 11 months. What are we going to tell this guy? Hey thanks for your 27 years of service, yea we told you that you were going to receive this lifetime benefit, but you're going to miss it by 11 months. He's not the only one. We have several others that have 40 plus years of service that are still currently serving on the Fire Department. That's extremely valuable to us. We need their experience but we also want to make sure that we are true to our word.

Scott Barnett of 123 Gillespie Circle, Brevard, wanted to speak about the signs popping up all over town with regards to local businesses like hale damage, roofing, yardwork etc. They're unsightly and asked if maybe an ordinance against them would work. We would all like a nice clean little town.

J. Special Presentation

J-1. City Manager's FY2019-2020 Budget Message and Presentation. City Manager Jim Fatland presented his budget message and recommended budget to Council. Copies of the presentation power point slides and message were provided to Council members, staff, and all citizens present. (Exhibit A) In summary, the City Manager said he is recommending that the tax rate stay the same at \$0.51 cents. The general fund is about \$500,000 higher than last year, primarily representing an increase in salary and benefits and \$180,000 of that is capital equipment. The Fire Department has the biggest increase since we are looking at replacing the service truck that we discussed last year and we will need the County's support for that since they pay 46.6% of our total fire department budget. The proposed water and sewer budget is showing an operating loss at \$250,172 so he is recommending a 4% rate increase this year to cover it which means a \$3.10 monthly increase to the customer per 5,000 gallon customer. There is no proposed increase for Recycling with both residential and commercial fees remaining at \$3.00 and \$5.75 respectively. The pedestrian fund shows a \$600,000 increase from \$300,000 to help complete the pedestrian path in 3 years.

J-2. Project Empathy w/Mark Burrows and students.

Mark Burrows, Kevin Smith, Maddie Hall and Mae Peterson came to speak regarding the Project Empathy lunch session held in March during the Council's Annual Planning Session. Mr. Burrows explained that Project Empathy is a coalition of Transylvania County Schools, the Music Center, churches, police etc. If we're going to have an impact on empathy, we have to start with the youth. We had a dinner with students from Brevard, Rosman and Davidson River and they listed about 60 things they would like to talk about. We were able to have a lunch in March to talk to the students about real issues that are ongoing. I am here to say thank you on behalf of Project Empathy.

Mae Peterson thanked Council for having her there tonight. I was part of the group that talked about City Council's involvement with the schools. I understand that this is a rare opportunity to talk to Council but we would like to do it more often. I would really look forward to having those opportunities with you.

Maddie Hall thanked Council for hosting the luncheon to discuss some things that are going on in Brevard. We talked about waste management in schools, converting from styrofoam lunch trays to metal and back to silverware. That's something that I would like to get put in place sooner than later.

Kevin Smith said this is about good decision making. Bullying is always a concern and when you hear student safety mentioned on the news, a lot of attention was paid by these students on how to prevent on their own among themselves about bullying and encourage better decision making. Rosman had many of the same concerns and they could not be here tonight because of transportation issues. Both schools had their prom IN the City and Brevard College hosted the lock-in.

K. Consent Agenda and Information - Consent Agenda items are considered routine and are enacted by one motion. Mayor Harris read aloud the items listed, and asked if Council desired to remove an item for discussion, or, to add an item(s) to the Consent Agenda. Mayor Harris recommended that Council consider adding the contract for fireworks to Consent as item #14. Mr. Morrow suggested that New Business Items M1, M3 and M4 and that the Consent Agenda be approved as amended. Mr. Morrow moved, seconded by Mr. Landreth that items M1 Ordinance Amending the Official Zoning Map of the City of Brevard to Rezone Several Properties in the Vicinity of 300 Whitmire Street, M3 Ordinance Amending the Official Zoning Map of the City of Brevard to Rezone a Portion Property Located at 325 Rosman Highway and M4 Resolution Accepting State Grant for Water Intake Rehabilitation and Stream Restoration be added to the Consent Agenda and be approved as amended. Motion carried unanimously.

K-1. Staff Reports:

- a. Financial Report for month ending April, 2019.
- b. Public Works Monthly Report, March 2019.

K-2. Ordinance No. 2019-07 Street Closure for Fourth of July Festival.

ORDINANCE NO. 2019-07

**AN ORDINANCE DECLARING A ROAD
CLOSURE FOR THE FOURTH OF JULY FESTIVAL**

WHEREAS, Brevard City Council acknowledges a long tradition of providing an annual Fourth of July Festival for the pleasure and enjoyment of its citizens and visitors; and,

WHEREAS, Brevard City Council acknowledges this festival provides an opportunity for day-long, family-oriented activities; and,

WHEREAS, Brevard City Council acknowledges this festival requires a portion of Main Street (US Highway 276) and Broad Street (US Highway 64) to be closed for setup, activities, and cleanup; and,

WHEREAS, Brevard City Council acknowledges the importance of celebrating Independence Day;

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

SECTION 01. Pursuant to authority granted by G.S. 20-169 the City of Brevard hereby declares the following temporary road closures during the days and times set forth below on the following described portion of a State Highway System route:

Date: Thursday, July 4, 2019
Time: 7:00AM – 6:00PM
Description: Main Street (US 276): from Caldwell Street to Johnson Street and Broad Street (US 64): from French Broad Street to Morgan Street

SECTION 02. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 20th day of May, 2019.

K-3. Ordinance No. 2019-08 – Street Closure for National Night Out.

ORDINANCE NO. 2019-08

**AN ORDINANCE DECLARING A ROAD
CLOSURE FOR NATIONAL NIGHT OUT**

WHEREAS, Brevard City Council acknowledges National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, better places to live; and,

WHEREAS, Brevard City Council acknowledges this event provides an opportunity for an evening of family-oriented activities; and,

WHEREAS, Brevard City Council acknowledges this festival requires a portion of Main Street (US Highway 276) from Broad Street (US Highway 64) to Johnson Street 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 01. Pursuant to authority granted by G.S. 20-169 the City of Brevard hereby declares the following temporary road closures during the days and times set forth below on the following described portion of a State Highway System route:

Date: Tuesday, August 6, 2019
Time: 4:00PM – 9:30PM
Route Description: East Main Street (US 276) from Broad Street (US 64) to Johnson Street.

SECTION 02. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 20th day of May, 2019.

K-4. Ordinance No. 2019-09 – Olde Time Street Dances.

ORDINANCE NO. 2019-09

**AN ORDINANCE DECLARING A ROAD
CLOSURE FOR OLD TIME STREET DANCES**

WHEREAS, Brevard City Council acknowledges the tradition of public gatherings with traditional music and dancing for the pleasure and enjoyment of its citizens and visitors; and,

WHEREAS, Brevard City Council acknowledges these gatherings provide an opportunity for the celebration of the heritage; and,

WHEREAS, Brevard City Council acknowledges these street dances require a portion of Main Street (US Highway 276) to be closed for setup, activities, and cleanup;

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

SECTION 01. Pursuant to authority granted by G.S. 20-169 the City of Brevard hereby declares the following temporary road closures during the days and times set forth below on the following described portion of a State Highway System route:

Dates: June 18th and 25th; July 2nd, 9th, 16th, 23rd and 30th; August 6th.
Time: 5:30PM – 9:30PM
Description: East Main Street (US 276) from Broad Street (US 64) to Gaston Street.

SECTION 02. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 20th day of May, 2019.

K-5. Ordinance No. 2019-10 – FY2018-2019 Budget Amendment No. 2.

**ORDINANCE NO. 2019-10
AN ORDINANCE AMENDING THE FY2018-2019 BUDGET
AMENDMENT NO. TWO**

WHEREAS, the City Council of the City of Brevard previously approved the Annual Budget (Ordinance No. 2018-13); Budget Ordinance Amendment No. 1 (Ordinance No. 2019-XX and

WHEREAS, it is necessary to make amendments to the budgets to reflect additional revenue, appropriation of fund balance, and expenditures for Fiscal Year 2018-2019.

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

SECTION 01) General Fund Revenue is hereby increased \$490,000 from \$10,569,150 to \$11,059,150 as shown as follows:

Interest Earned on Investments	\$ 30,000
Increased Sales Tax	\$ 47,000
Increased Refuse & Recycling	\$ 33,000
Fund Balance Appropriation	<u>\$ 380,000</u>
TOTAL REVENUES	\$ 490,000

SECTION 02) General Fund Expenditures are hereby increased \$490,000 from \$10,569,150 to \$11,059,150 as shown as follows:

Finance	\$ 30,000
Streets Local	\$ 22,000
Sanitation	\$ 33,000
Recreation	\$ 25,000
Transfer to Pedestrian Path Fund	<u>\$ 380,000</u>
TOTAL EXPENDITURES	\$ 490,000

SECTION 11) Terrell L. Scruggs Scholarship Fund Revenues are increased or decreased resulting in no increase to the total budget as shown below.

Fund Balance Appropriated	\$ 16,400
Donations	<u>\$ 5,600</u>
TOTAL REVENUES	\$ 22,000

SECTION 12) Terrell L. Scruggs Scholarship Fund Expenditures are increased or decreased resulting in no increase to the total budget as shown below.

Supplies & Materials	\$ 10,000
Scholarships Awarded	<u>\$ 12,000</u>
TOTAL EXPENDITURES	\$ 22,000

SECTION 23) Multi-Use Paths Fund Revenues are hereby increased \$605,000 from \$360,000 to \$965,000 as shown as follows:

Transfer from General Fund	\$ 380,000
Railroad Depot Donations	\$ 80,000
Fund Balance Appropriated	<u>\$ 145,000</u>
TOTAL REVENUE	\$ 605,000

SECTION 24) Multi-Use Paths Fund Expenditures are hereby increased \$605,000 from \$360,000 to \$965,000 as shown as follows:

Railroad Avenue Bridge Project	\$ 75,000
Railroad Depot Project	\$ 530,000
TOTAL EXPENDITURES	\$ 605,000

SECTION 33) That Revenues and Expenditures Section 1 through Section 32 of the Ordinance Amendment have increased \$1,095,000 from \$22,548,894 to \$23,643,894 as follows:

	Budget
General Fund	\$ 11,059,150
Water & Sewer Utility Fund	\$ 6,297,497
Utility Capital Projects Fund	\$ 1,200,000
Capital Reserve Fund	\$ 200,000
Fire District Fund	\$ 728,863
Terrell L. Scruggs Scholarship Fund	\$ 22,000
Bjerg Fund	\$ 100
Other Post-Employment Benefits Fund	\$ 18,750
Health Insurance Fund	\$ 1,455,245
Heart of Brevard MSD Fund	\$ 146,000
Housing Trust Fund	\$ 3,026
Multi-use Paths Fund	\$ 965,000
911 Communications Fund	\$ 40,163
Narcotics Task Force Fund	\$ 55,100
Rosenwald Revitalization Fund	\$ 892,000
Downtown Master Plan Fund	\$ 561,000
TOTAL BUDGET APPROPRIATIONS	\$ 23,643,894

Adopted and approved this 20th day of May 2019.

K-6. Resolution No. 2019-09- Supporting Application for BUILD Grant for the Construction of the Downtown Master Plan.

RESOLUTION NO. 2019-09

**A RESOLUTION SUPPORTING APPLICATION FOR A
BETTER UTILIZING INVESTMENT TO LEVERAGE DEVELOPMENT (BUILD) GRANT
FOR THE CONSTRUCTION OF THE DOWNTOWN MASTERPLAN**

WHEREAS, Downtown Masterplan was originally adopted in 2002, and updated in 2012; and

WHEREAS, the cost of implementation of said plan in 2013 was estimated at \$12.7 million; and

WHEREAS, the cost of implementation in 2018 was estimated at \$19.3 million; and

WHEREAS, implementation of the Downtown Masterplan is critical to the continued prosperity and growth of Downtown Brevard and Transylvania County.

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

SECTION 1. The City Manager is hereby authorized to apply for a BUILD grant and accept funding from for the implementation of the Downtown Masterplan.

SECTION 2. This Resolution shall become effective upon its adoption and approval.

Adopted and approved upon first reading this the 20th day of May, 2019.

K-7. Update on Comprehensive Transportation Plan.

K-8. Lease Agreement with Board of Education.

K-9. Council Finance & Human Resources Committee Minutes, February 27, 2019.

K-10. Council Public Works and Utilities Committee Minutes-March 7, 2019.

K-11. Council Parks, Trails and Recreation Committee Minutes-March 13, 2019.

K-12. Mary C. Jenkins Community Center Task Force Minutes, March 19, 2019.

K-13. Correspondence (No Action. Offered as information only.)

- a. County Proclamation #12-2019**
- b. City-County Building Permit Activity Report, April 2019.**
- c. TCart's Gallery Walk**

K-14. Contract between the City of Brevard and Zambelli Fireworks Manufacturing Co. for the 4th of July fireworks display.

K-15. (M-1) Ordinance No. 2019-11 Amending the Official Zoning Map of the City of Brevard to Rezone Several Properties in the Vicinity of 300 Whitmire Street.

ORDINANCE NO. 2019-11

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP
OF THE CITY OF BREVARD TO REZONE SEVERAL PROPERTIES
IN THE VICINITY OF 300 WHITMIRE STREET**

WHEREAS, Brevard City Council requests that the Official Zoning Map of the City of Brevard be amended by rezoning certain real properties from General Industrial to Residential Mixed Use, such properties are described below, and which are hereafter referred to as the "Subject Properties":

<i>Owner Name</i>	<i>PIN</i>	<i>Address</i>
Drury & Wendy Bridges	8586-43-4203-000	292 Whitmire Street
Freewill Baptist Church	8586-43-2292-000	320 Whitmire Street
Appalachian Ministries of the Carolinas	8586-43-2200-000	326 Whitmire Street
Allen Real Estate Enterprises LLC	8586-43-2333-000	32 Tinsley Road
Margaret A Long	8586-43-3411-000	50 Tinsley Road
Thomas & Lynda Deck	8586-43-0391-000	360 Whitmire Street
Thomas & Lynda Deck	8586-43-1224-000	No address assigned

and,

WHEREAS, a public hearing was conducted May 20, 2019 in consideration of the rezoning request of Drury and Wendy Bridges to rezone property located at 300 Whitmire Street; and,

WHEREAS, the City of Brevard Planning Board considered REZ-19-003 April 16, 2019 and unanimously recommended approval of Staff's alternative; and,

WHEREAS, in accordance with North Carolina General Statute 160A-382(b), Brevard City Council finds the following:

- 1) REZ-19-003 is consistent with the following polices and goals of the City of Brevard 2015 Comprehensive Plan:

OBJECTIVE 2.1: Expanded tax base. As the City of Brevard's primary source of financial capital, the City will take proactive measures to stabilize and grow the tax base.

POLICY 2.1.A: Modify zoning regulations to encourage and allow greater density and intensities of land use within its jurisdiction.

OBJECTIVE 4.1: Increased efficiency of land uses to help stabilize and grow the City's tax base.

POLICY 4.1.A: Evaluate and amend development ordinances to facilitate infill development on vacant and under-developed parcels, as well as revitalization of developed parcels.

- 2) That the size of the tract and the proposed uses are reasonable and appropriate within the context of the existing zoning districts and the prevalence of uses in the vicinity of the Subject Parcels.

and,

WHEREAS, the City of Brevard, after hearing all persons wishing to comment on this request desires to approve said request.

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

Section 1. The Official Zoning Map of the City of Brevard is hereby amended as described herein (Exhibit A).

Section 2. This Ordinance shall become effective upon its adoption and approval.

Adopted and Approved this the 20th day of May, 2019.

K-16 (M3) Ordinance No. 2019-12 Amending the Official Zoning Map of the City of Brevard to Rezone a Portion Property Located at 325 Whitmire Street.

ORDINANCE NO. 2019-12

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF BREVARD TO REZONE A PORTION PROPERTY LOCATED AT 325 ROSMAN HIGHWAY

WHEREAS, a public hearing was conducted May 20, 2019 in consideration of the rezoning request of Jeremy Bryson to rezone property located at 325 Rosman Highway; and,

WHEREAS, the City of Brevard Planning Board considered REZ-19-002 April 16, 2019 and unanimously recommended approval of this request; and,

WHEREAS, in accordance with North Carolina General Statute 160A-382(b), Brevard City Council finds the following:

- 1) REZ-19-002 is inconsistent with the following polices and goals of the City of Brevard 2015 Comprehensive Plan:

OBJECTIVE 3.1: Preservation of surrounding natural assets of mountains, farmlands, woods, and water for future generations.

POLICY 3.1.A: Continue using land development regulations and incentives to steer future development away from environmentally sensitive areas such as steep slopes and floodplains.

- 2) That the size of the tract and the proposed uses are reasonable and appropriate within the context of the existing zoning districts and the prevalence of uses in the vicinity of the Subject Parcel.

WHEREAS, the City of Brevard, after hearing all persons wishing to comment on this request desires to approve said request.

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

Section 1. The Official Zoning Map of the City of Brevard is hereby amended as described herein (Exhibit A).

Section 2. This Ordinance shall become effective upon its adoption and approval.

Adopted and approved this the 20th day of May, 2019.

K-17 (M4) Resolution No. 2019-10 Accepting State Grant for Water Intake Rehabilitation and Stream Restoration.

RESOLUTION NO. 2019-10

RESOLUTION ACCEPTING STATE GRANT FOR WATER INTAKE REHABILITATION AND STREAM RESTORATION

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems and water supply systems, water conservation projects, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Grant in the amount of \$1,000,000.00 for the construction of water intake rehabilitation and stream restoration; and

WHEREAS, the City of Brevard intends to construct said project in accordance with the approved plans and specifications; and

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

That the City of Brevard does hereby accept the Grant offer of \$1,000,000.00.

That the City of Brevard does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the grant offer, Section II – Assurance will be adhered to.

That James R. Fatland, City Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application for the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the City of Brevard has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Approved and adopted this the 20th day of May, 2019.

L. Unfinished Business – None

M. New Business –

M-2. Ordinance-Brevard PDD Modification to List of Conditions. Removed from agenda at the beginning of the meeting.

M-5. Options for Reinstating the Community Appearance Commission.

Mr. Bland explained he needed to know how to proceed with Council with regards to reinstating the Community Appearance Commission and whether it should happen before or after the land use plan is adopted. Council unanimously agreed that it should be done after the land use plan is adopted.

M-6. Tax Collections.

Mr. Fatland explained that the City has been paying 3% to the County to collect taxes on behalf of the City. The contract to collect taxes is dated January 3, 1950 and 3% in those days was probably the correct answer. Staff went to the Finance Committee to discuss if the City could do it themselves for less money. I met with Henderson County management and they have been doing the opposite. They've been collecting their own taxes for decades and they're going to the County to have them do it. Henderson County only charges ½ of 1%, not 3%. I believe I should speak to the County to see if they're willing to reconsider at the Henderson County rate of ½ of 1%. If not, the City of Brevard should start collecting taxes and we could do it by July 1st and we would have to let the County know before June 1st. Mr. Morrow moved, seconded by Mr. Landreth to authorize the City of Brevard to collect City property taxes for FY2019-2020 if tax collection rate remains at 3% and if so provide a 2% discount to Brevard City taxpayers. If the County is willing to renegotiate a lower rate, consider new tax rate at June 17th meeting. If they do not wish to reconsider, notify them of such before June 1st. Motion carried unanimously.

M-7. Board and Committee Appointment(s).

Mr. Landreth moved, seconded by Mr. Morrow to reappoint Dee Dee Perkins and Susan Threlkel to the Downtown Master Plan Committee.

Mr. Jones stated that the Human Relations Committee has an organizational meeting in August and that he will initially take the Chair seat pending his replacement. He wants to talk to some people first to find his replacement on the Board. He is going to speak to individuals who may want to sit for the City. Mr. Landreth moved, seconded

by Mr. Morrow, to appoint Maurice Jones as Chair of the Human Relations Committee. Motion carried unanimously.

N. Remarks / Future Agenda Considerations

Mayor Harris reminded everyone that the White Squirrel Festival is this weekend and the City is known for that. Also the City of Brevard has been hit hard with deaths. Phil Harris' father passed away this week, Tom Whitlock's mother passed away about a month ago, and Wesley Shook's mother passed away over the weekend. So offer your thoughts and prayers to them, it would probably mean a lot to them.

Charlie Landreth said he represents the City on the TDA Board and they adopted a new strategic plan that the City needs to be aware of and I encourage you all to attend the Rogow Room on June 4th at 4:00pm. Two of the strategic items relate to the intersection improvement project at Pisgah Forest and Asheville Highway and the other is the asset of downtown. I encourage you to attend. The Downtown Master Plan Committee has been talking about ways to implement more affordable elements of our downtown master plan. I want to address the trees downtown specifically. I just counted tree wells on Main Street and there are 18 spots where a tree either has been cut down or is dead and needs to be cut down. There are 5 that are dying and 6 are in poor condition and I noticed dead trees on this block. We've done an excellent job on catching up on important infrastructure deficits and we've invested a lot of money in resources on water and sewer distribution and collection systems. It is easy to let things go. Our citizens are writing in to the paper notice that on Asheville Highway, trees are getting cut down and it doesn't look good. I really encourage us to pay close attention to all of our assets as we get into budget season. This gets into code enforcement and how we're staffing that role, workforce housing is important, I encourage us to think about the details.

Mac Morrow said that Pisgah Health Foundation has invited the Blue Zone Group to come and give presentations. The proposal of what I have seen so far is pretty amazing. Something to keep an eye on. They're here this week. Also, we talked about naming a street on the four lane by Zaxby's. I'd like to float a name for everyone to think about. My suggestion is former City Attorney Jack Hudson.

Jim Fatland said that Blue Zone was here three days last week and they're coming back tomorrow. It starts here in Council Chambers at 8:00am and they want to meet a few department heads at 10:00 am. They also want to see how Brevard High School lets out so Jeff McDaris will be there for that. Then we're going to Rosman and Lake Toxaway and Balsam Grove before he leaves the next day.

O. Closed Session(s) – Mayor Harris asked the City Attorney if it would be appropriate for Council to hold a closed session to discuss a matter of economic development. City Attorney advised pursuant to **GS § 143-318.11. (a)(3) (4)** it would be appropriate to convene a closed session on the matter. A closed session requires a separate motion, second and vote to discuss the matter. Council will enter and exit regular session for each closed session.

Closed Session #1 - At 8:43 p.m. Mr. Landreth moved, seconded by Mr. Jones to enter into closed session to discuss economic development and clear Council Chambers. Motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were the City Manager, City Clerk Jill Murray, Planner Aaron Bland and Public Works Director David Lutz.

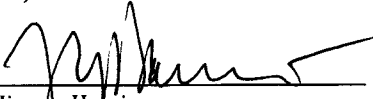
Closed Session #2 - At 9:38 p.m. Mr. Landreth moved, seconded by Mr. Jones to enter into closed session to discuss property acquisition. Motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were the City Manager, City Clerk Jill Murray, Planner Aaron Bland and Public Works Director David Lutz.

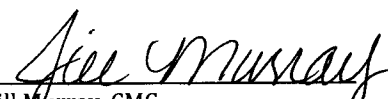
Closed Session #3 - At 9:44 p.m. Mr. Morrow moved, seconded by Mr. Landreth to enter into closed session to discuss property acquisition. Motion carried

unanimously. Authorized to remain for the closed session with Council and the Attorney were the City Manager, City Clerk Jill Murray, Planner Aaron Bland and Public Works Director David Lutz.

Council Returned to Regular Session – at 10:00 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, Mr. Landreth moved, seconded by Mr. Jones, the meeting be adjourned. Motion carried unanimously. Meeting adjourned at 10:00 P.M.


Jimmy Harris
Mayor


Jill Murray, CMC
City Clerk

Minutes Approved: June 17, 2019



City of Brevard

North Carolina

May 20, 2019

The Honorable Mayor Jimmy Harris
Members of the City Council
Brevard, North Carolina 28712

Dear Mayor Harris and Members of the City Council,

Pursuant to North Carolina General Statute 159-11, I am pleased to present the Fiscal Year 20 Budget (2019-2020) for your review and consideration.

BUDGET OVERVIEW

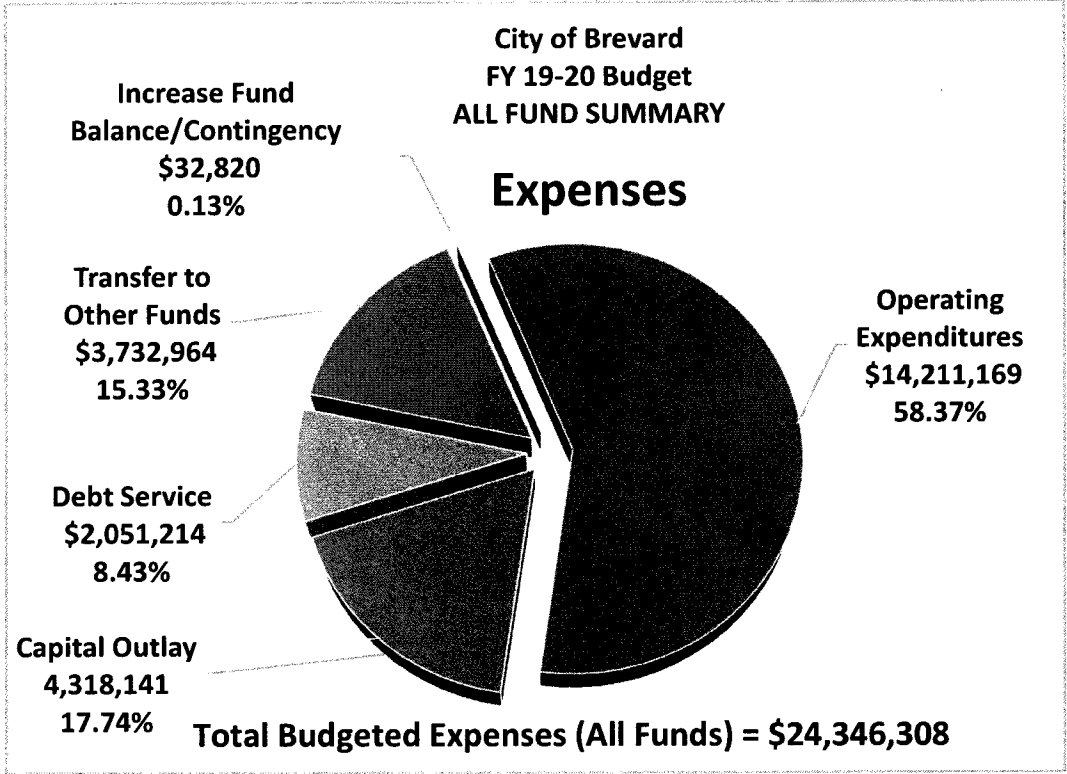
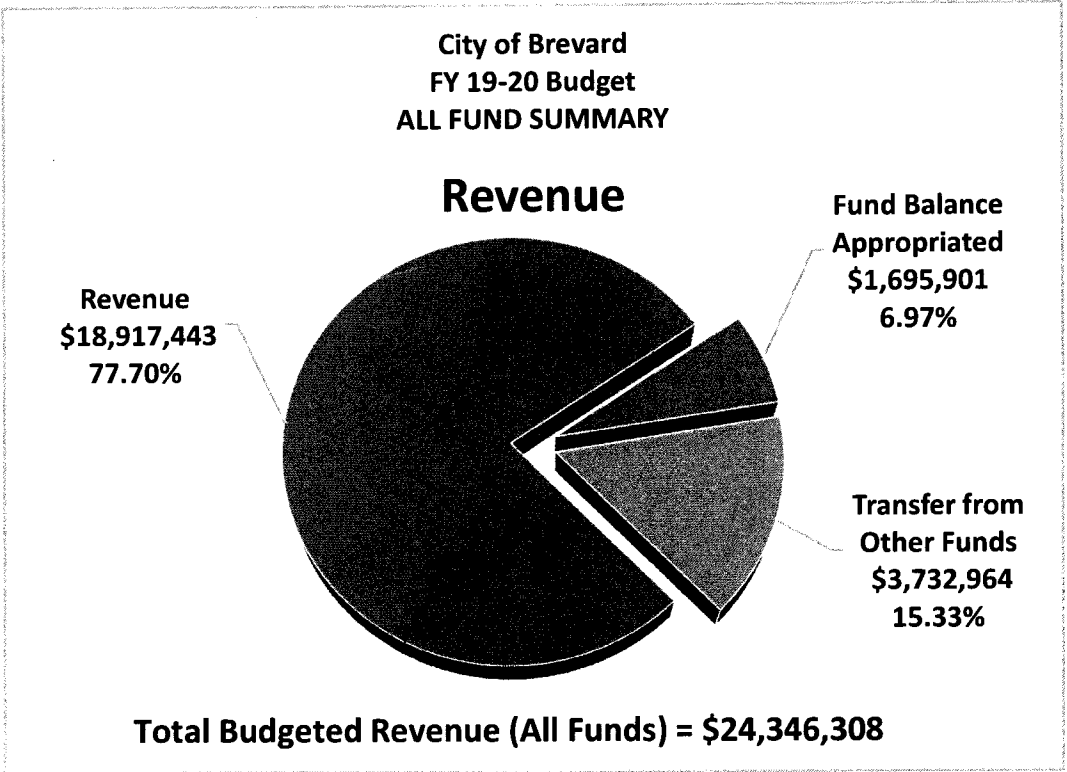
Presented herein is the FY20 Budget for all funds totaling \$24.3 million. The FY20 Recommended Budget funds city operations, capital improvements, and debt service requirements.

GENERAL FUND

The General Fund is used to account for resources that are not required legally or by sound financial management to be accounted for in another fund. Typically, the General Fund includes services that cannot be operated as a business enterprise and rely on tax dollars as their primary source of revenue.

General Fund Departments include Governing Board, Administration, Finance and Information Technology, Legal, Planning, Police Department, Building and Grounds (includes Parks Maintenance), Recreation, Public Works Administration, Vehicle Maintenance, Streets, Sanitation, Community Development and Non-Departmental Expenditures.

The FY20 Recommended Budget for the General Fund totals \$10,881,245 or 4.4% more than the FY19 Budget of \$10,421,050.



GENERAL FUND REVENUE

This section highlights the major revenues for the General Fund. General Fund Revenue detail is shown in Tab 6 of the Budget Document.

	Proposed <u>F20 Budget</u>		
Property Taxes	\$4,982,985	Increase Over Last Year	\$42,185
Sales Taxes	\$1,550,880	Decrease From Last Year	(65,880)
Franchise Sales Tax	\$585,000	No Change	
Refuse & Recycling	\$886,000	Increase Over Last Year	\$9,000
County Vehicle Maintenance	\$431,650	NO CHANGE	
Utility Fund Reimbursement	\$600,000	Increase Over Last Year	\$25,000
Powell Bill Street Allocation	\$222,000	NO CHANGE	
 Brevard ABC	 \$150,000	 NO CHANGE	
Proceeds from Borrowing	\$1,109,730	Increase Over Last Year	\$191,730
All Other Sources	\$228,000	Increase Over Last Year	78,400
Fund Balance Appropriation	<u>\$135,000</u>	Increase Over Last Year	<u>48,000</u>
Total General Fund Revenue	\$10,881,245	INCREASE OVER LAST YEAR	\$460,195

A discussion of the major General Fund Revenue Sources follows:

Ad Valorem Tax (Property Taxes): \$4,982,985

The General Fund is balanced with no tax increase. The property tax rate is \$0.5100 per \$100 valuation. The estimated property taxes total \$4.98 million which reflects 45.8% of General Fund Revenue. Assessed Valuation for the City of Brevard is \$1,018,500,000 compared to \$985,650,000 a year ago. This reflects an increase of 3.3%.

Sales Taxes: \$1,547,594

Sales taxes have grown each year from 2012 through 2019. Please refer to Sales Tax Revenue for the period 2012 through 2019 below. Since FY12, the sales tax revenue has grown by 32.2%.

FY19 (Estimated Actual)	\$1,588,100
FY18	\$1,563,612
FY17	\$1,522,409
FY16	\$1,384,482
FY15	\$1,347,759
FY14	\$1,290,446
FY13	\$1,252,380
FY12	\$1,201,030

Franchise Sales Taxes: \$585,000

Effective July 1, 2014, the general sales tax rate was applied to the sale of electricity and natural gas. Cities receive a franchise share and an ad valorem share of these proceeds. The franchise sales tax share has exceeded traditional franchise fees in prior years by an estimated \$200,000.

Refuse and Recycling: \$886,000

Refuse and recycling fees remain the same as last year. Residential customers pay \$17.00 per month for refuse plus \$3.00 per month recycling fee. Commercial recycling customers pay \$5.75 per month. This past year the City of Brevard terminated the outside contract for recycling pick up. Residential and Commercial recycling is now performed by City Public Works Department.

County Vehicle Maintenance: \$431,650

The City garage provides vehicle maintenance services to Transylvania County on a contractual basis. The County reimburses on a monthly basis the cost of personnel, parts, and materials.

Utility Fund Reimbursement: \$600,000

The City has reimbursed the General Fund for services provided for the Water & Sewer Utility Fund. The FY20 proposed budget reflects \$25,000 increase to more closely reflect the actual cost of services provided to the Water and Sewer Enterprise Fund by General Fund Departments.

Powell Bill Allocation: \$222,000

These funds represent a State Distribution of a portion of the motor fuels tax. The use of these funds is restricted to maintaining, repairing, constructing, streets, curbs and gutters, drainage improvements, and sidewalks. No city street employee salaries are funded from Powell Bill monies.

Any funds not spent each year are shown on the financial statements as restricted which may be used in future years. The restricted funds as of June 30, 2018 were \$27,332.

Brevard ABC: \$150,000

This revenue is derived from annual net sales profits generated from the two Brevard ABC stores. Figures are based upon audited financial records with the City receiving 75% of the distribution and the County receiving 25%. FY20 Brevard ABC Store Revenue budgeted revenue is the same as the prior year budget.

Privilege Licenses: \$0

Effective July 1, 2015, the City of Brevard no longer collects privilege licenses. This reflected in an estimated \$35,000 loss in revenue for the General Fund. However, franchise sales tax revenue has more than offset this lost revenue source.

All Other Sources: \$228,000

Other sources of General Fund Revenue include court costs, parking citations, zoning administration, interest earnings, wine and beer taxes, and recreation fees and concessions, cell tower rent, police grant, and miscellaneous. The FY20 budget reflects an increase of \$78,400 from prior year. The increase is due to interest earnings.

Fund Balance Appropriation: \$135,000

The North Carolina Local Government Commission recommends that local governments maintain a minimum undesignated fund balance of no less than 8% of expenditures. The City of Brevard has an adopted minimum fund balance of 30%. The recommended appropriation for the FY20 General Fund Budget is \$135,000 for the purchase of three police patrol vehicles. Per the June 30, 2018 audited financials, the City unassigned fund balance was \$3,038,466 or 36% of total general fund expenditures.

General Fund Departments	\$8,931,782	Increase Over Last Year	\$358,748
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Debt Service	\$257,899	Increase Over Last Year	\$34,952
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Community Development:

Total General Fund Expenditures	\$10,881,245	Increase Over Last Year	\$460,195
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WATER AND SEWER UTILITY FUND

The Water and Sewer Fund accounts for all revenues and expenditures incurred in the city’s enterprise fund for its water treatment plant, water distribution system, wastewater treatment plant, and sewer collections system. Revenue sources are user charges paid by residential, commercial, institutional, and industrial customers. An enterprise fund must generate revenue to support operations, capital improvements, and debt service.

The FY20 Recommended Budget for the Water and Sewer Fund totals \$6,192,554 compared to \$6,249,497 last year. Four years ago staff shared with the City Council that annual percentage rate increases were not generating sufficient revenue to meet rising costs and incurred debt for master plan capital improvements. To address this problem, the 2,000 minimum gallons have been reduced by 500 gallons the past four years to zero. The Public Works and Utilities Committee approved the recommendation to increase water and sewer rates by 4% annually at its May 10, 2018 meeting. A residential customer using 5,000 gallons would see a \$3.10 per month increase to their utility bill.

Water Distribution System:

Advanced Metering Infrastructure has been operational since July 1, 2016. The first payment on the no interest loan was made in April 2017. The \$2.70 monthly meter fee is the revenue source for repayment of this loan.

Included in the FY20 Budget is the purchase and installation of advanced meter infrastructure for large meters. The proposed FY20 Fee Schedule has a new monthly fee for large meters. The new fees will generate funds for debt repayment.

Meter Fees (monthly)	
3/4 inch	\$2.70
1.0 inch	\$2.70
1.5 inch	\$15.00
2.0 inch	\$18.00
3.0 inch	\$25.00
4.0 inch	\$44.00
6.0 inch	\$67.00

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Water Treatment Plant:

The City has continued to make improvements in the efficiency of water treatment plant operations including a new SCADA System.

Wastewater Treatment Plant:

The City has continued to make improvements in the efficiency of the waste water treatment plant operations.

In summary, the City of Brevard decision to reinvest in its current assets at the Water Treatment Plant and Wastewater Treatment Plant saved its ratepayers an estimated \$50 million in capital improvements plus additional financing cost that would be necessary for borrowed funds.

Sewer Collections System:

The City has invested over \$20 million dollars into its sewer collections system the past five years. The City Council at its regularly scheduled meeting held on April 15, 2019 authorized an application for funding sewer rehab improvements for Gallimore sewer system to address sewer system overflows at the Gallimore Road Pump Station.

Water and Sewer Capital Projects Fund

Capital Projects included in the FY20 Budget are as follows:

Sewer Collection System:

The City of Brevard continues to focus emphasis on protecting our natural resources by addressing rain-attributed sanitary sewer overflows (SSOs). Sewer projects have been completed to address this problem have totaled over \$20 million. Kings Creek Phase II, Kings Creek Phase III and the Neely Road Force Main, Pump Station and Equalization Tank were completed in FY18. Repayment of debt incurred for above projects began in FY19.

Kings Creek Sewer Phase II Project \$1,435,784: This project was completed FY18.

Kings Creek Sewer Phase III Project: This project was completed in FY18.

Water and Sewer Capital Projects Fund (cont'd)

Neely Road Force Main, Pump Station & EQ Tank Project \$13,666,000. The Neely Road Force Main Pump Station and Equalization Tank were completed this past year.

Water Treatment Plant
Cathey’s Creek stream project: \$1,000,000. The City of Brevard received 100% grant offer for this project which includes stream restoration and a new WTP intake.

Waste Water Treatment Plant
WWTP lift station equipment improvements: \$80,000. Source of funds are from the Capital Reserve Fund. Included in the FY20 budget is \$80,000 in capital improvements for a Diamond Screw Conveyor with Compacting Head.

Capital Reserve Fund

The proposed FY20 Capital Reserve Fund Budget totals \$80,000. Funds are transferred to the Capital Projects Fund for a WWTP Capital Project.

Brevard Fire Department Special Revenue Fund

The proposed FY20 Brevard Fire Department Special Revenue Fund budget totals \$1,471,468. Transylvania County contracts with the City of Brevard for fire protection services for Sylvan Fire District No. 2. The cost sharing, based upon assessed valuation, is 53.4% City and 46.6% County.

- The proposed budget includes funds for the following:
- Manned day service 8 AM to 5 PM seven days a week.
 - A third person 3 days per week for the day shift
 - Manned evening service 5 PM to 12 midnight six days per week (Note: Monday night is a training drill for all part-time firefighters).
 - On-Call pay for 12 AM to 8 AM.

Brevard Fire Department Special Revenue Fund (cont'd)

The City's first full time Fire Chief was hired this past year. The cost breakdown is shown below.

City of Brevard	\$438,664
Transylvania County	\$382,804
Loan Proceeds	<u>\$650,000</u>
Total	\$1,471,468

The assessed valuation for the City and Sylvan District No. 2 is as follows:

City of Brevard	\$1,018,500,000	53.4%
Sylvan District No. 2	<u>\$888,600,000</u>	<u>46.6%</u>
Total	\$1,907,100,000	100.0%

County Staff will be submitting the above budget to County Commissioners for approval.

Brevard Trust Funds

The City of Brevard has the following trust funds.

Terrell L. Scruggs Scholarship Fund: This fund was established in the memory of its former Finance Director. Annually, the Scholarship fund awards scholarships to graduating seniors from Brevard High School, Davidson School, and Rosman High School. This fund is used to account for the collection of donations and the payment of scholarships. The proposed FY20 Budget is \$22,000.

Bjerg Trust Fund: This fund is a non-expendable trust fund accounts for assets held in a trustee capacity. The principal is invested with interest earnings applied to maintenance and upkeep of the French Broad Community Center. The investment amount as of June 30, 201 was \$60,353. The gift establishing this fund was from the Estate of Dorothy S. Bjerg. The proposed FY20 Budget is \$1000.

OPEB Trust Fund: This fund (an irrevocable trust) is used to account for the City's contributions and trust earnings for other post-employment benefits. This plan provides post-employment healthcare benefits to retirees of the City. The proposed FY20 Budget is \$30,000.

Housing Trust Fund: This fund is used to account for the Broad River Terrace and The Cottages Developer annual payments on a twenty-year loan. The proposed FY20 Budget is \$2,820 reflecting the interest paid by the developer. The principal portion of the loan reduces the loan receivable due the City.

Self-Funded Employee Medical Fund

The Self-Funded Employee Medical Fund was established as an internal service fund to account for the accumulation and allocation of costs associated with the City’s group health insurance revenue, and expenditures. The proposed FY20 Self-Funded Employee Medical Fund Budget totals \$1,520,300. This is an increase of 4.5% over the previous year. Employer and employee contributions fund the increase.

Revenue is generated from departmental charges, employee premiums for dependent coverage, retiree premiums and dependent dental premiums. Expenditures are for broker fees, third party administrator, and aggregate insurance premiums, paid claims, wellness programs, employee assistance program, life insurance, and short term disability premiums paid by the City.

Effective July 1, 2016, city employees can now use the County Medical Clinic. A memorandum of understanding was approved by the City and County in June 2016. There will be no cost to the employees and their families utilizing the clinic. Annual physical examinations are included, again, at no cost to the employee. Part-time employees can also use the County medical clinic.

Heart of Brevard Municipal Services District (HOB MSD)

The City of Brevard receives tax collections from Transylvania County for the HOB MSD and are remitted on a monthly basis to the HOB. The FY20 Budget totals \$157,000. The assessed valuation for the HOB is \$61,000,000 which is up \$300,000 or .5% from the prior year. The HOB Tax Rate remains unchanged at \$0.225.

Multi-Use Pedestrian/Bike Path Fund

The Multi-Use Pedestrian/Bike Path Fund accounts for project improvements for sidewalks and pedestrian/bike paths and the Depot Project.

Transfer from General Fund	\$180,000
Appropriation of Fund Balance	<u>\$700,000</u>
	\$880,000

The original pedestrian/bike plan was adopted by the City Council in 2006.

The City of Brevard is taking steps to become a Bicycle Friendly Community.

In August 2018, the City Council adopted a Resolution to complete the Brevard Area Trail System within 3 years.

The Honorable Mayor Jimmy Harris
Members of the City Council

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Multi-Use Pedestrian/Bike Path Fund (cont'd)

Subsequently, City staff has been obtaining easements to complete the Eastatoe Trail. The City has obtained easements from McLean Street to West Main Street. This is an important milestone bringing the trail from Pisgah National Forest to Downtown Brevard.

Brevard College and Transylvania County Schools have also agreed to coordinate with the City easements for the Eastatoe Trail as well.

911 Communications Fund

The FY17 Budget was amended at the recommendation of our auditors to establish a new fund to account for revenue and expenditures for monies provided the City by Transylvania County Emergency Operations. The FY20 Budget is \$56,972.

Narcotics Task Force Fund

This is a fund to administer restricted cash for drug forfeiture funds for the Transylvania County Sheriff and Brevard Police Department. The FY35,100 Proposed Budget is \$35,100. The City currently administers said fund and is shown on the City of Brevard financial statements as restricted funds.

Rosenwald Revitalization Fund

This fund was established for revitalization programs within the Rosenwald Community. The City of Brevard was awarded a State of North Carolina PARTF Grant for 50% of the \$447,000 cost for park land acquisition. The acquisition of approximately 28 acres was completed three years ago. Subsequent to the receipt of the grant, local funds have been spent on environmental clean-up on the property. The FY20 Budget is \$800,000 for a new Mary C. Jenkins Community Center.

Downtown Master Plan Fund

This fund was established to account for revenue and expenditures for the Downtown Master Plan.

Revenue sources include a General Fund Transfer of \$180,000 representing a 2-cent tax increase approved in a prior year and an annual contribution from the Heart of Brevard in the amount of \$11,000 for the Downtown Master Plan. A summary of FY20 revenue, fund balance appropriation and expenditures are shown below.

Downtown Master Plan Fund (cont'd)

Revenue:	
Transfer from General Fund (Annual)	\$180,000
Transfer from Heart of Brevard	\$11,000
Public Parking Lot Revenue	\$50,000
Fund Balance Appropriation	<u>\$514,729</u>
Total Revenue	\$755,729
Expenditures:	
DTMP Design/Construction	\$215,729
Clemson Plaza Improvements	\$340,000
Caldwell St. Improvements	<u>\$200,000</u>
Total Expenditures	\$755,729

Clemson Plaza Project Budget Ordinance was approved by the City Council at its retreat held on January 28-29, 2016. Now that the Caldwell Street Widening Project has been completed, the Clemson Plaza Project can move forward. The design consultant is Destination by Design. Funds have been budgeted for FY20 to complete.

The NCDOT Caldwell Street widening project is complete with the City local share estimated at \$200,000.

The DTMP Council Committee has requested funds to be used to replace all wooden benches with black metal, replace old trash cans, add more bike racks, replace trees, install new tree wells, and add stamped brick crosswalks at Broad and Main Streets.

The DTMP Committee has recommended that the City Council consider a Downtown Parking Deck.

City Council Committees Established

Four years ago the City Council approved the establishment of the following committees. Council appointments are shown below.

Public Works Committee	Mac Morrow & Maurice Jones
Parks, Trails & Recreation	Gary Daniel & Maureen Copelof
Downtown Master Plan Committee	Charlie Landreth & Mac Morrow
Public Safety (Police & Fire)	Maurice Jones & Charlie Landreth
Finance and Human Resources Committee	Maureen Copelof & Gary Daniel
Mary C. Jenkins Task Force	Maurice Jones & Gary Daniel

The Honorable Mayor Jimmy Harris
Members of the City Council

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City Council Committees Established (cont'd)

The Committees have continued to play a key role that have provided recommendations to the City Council and more importantly enabled responsiveness and accountability to the community in which we serve.

The FY20 Proposed City of Brevard Budget represents the combined efforts and guidance of the City Council, Department Heads and Staff. We look forward to working with you, City Council Committees and our citizens as we implement this financial plan and document.

I would like to acknowledge Finance Department Staff who assisted Deputy Finance Director in the budget document preparation. I would like to specifically thank Tom Whitlock who coordinated the budget process with City departments and prepared the budget financials and supporting documentation.

Respectfully submitted,

Jim Fatland, CPFO, NCCLGFO
City Manager and Finance Director

cc: City Attorney
City Clerk
Department Directors