

**MINUTES**  
**TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS**  
**July 23, 2018 – REGULAR MEETING**

The Board of Commissioners of Transylvania County met in regular session on Monday, July 23, 2018 at 7:00 p.m. in Commissioners Chambers at the County Administration Building, located at 101 S. Broad Street, Brevard, NC.

Commissioners present were Chairman Larry Chapman, Jason Chappell, Mike Hawkins, Vice-Chairwoman Page Lemel and Commissioner Kelvin Phillips. Also present were County Manager Jaime Laughter, County Attorney Misti Bass, and Clerk to the Board Trisha Hogan.

Media: *The Transylvania Times* – Derek McKissock

There were approximately 40 people in the audience.

**CALL TO ORDER**

Chairman Larry Chapman presiding declared a quorum was present and called the meeting to order at 7:01 p.m.

**WELCOME**

Chairman Chapman welcomed everyone to the meeting and thanked the members of the public for participating in their local government. He introduced Commissioners and staff in attendance.

**PUBLIC HEARING**

**BOND ORDER AUTHORIZING THE ISSUANCE OF \$68 MILLION GENERAL OBLIGATION SCHOOL BONDS**

The Transylvania County Board of Education requested the Board of Commissioners place on the November 2018 General Election ballot a referendum for a school bond totaling \$68 million for the purposes of renovating three schools: Brevard High, Rosman High and Rosman Middle. As required by NC General Statutes and advised by bond counsel, the Board of Commissioners, with assistance from staff, has been taking the necessary steps to complete the process necessary in order to bring the bond referendum to the November 2018 ballot.

Staff has filed an application with the Local Government Commission requesting approval of the General Obligation Bonds and the application has been accepted. Commissioners and staff will be participating in a conference call with the Local Government Commission later this week. Transylvania County is required to hold a public hearing to receive public input on the validity of the bond order and advisability of issuing the bonds prior to approval of the bond order. Approval of the bond order and other documents will occur under New Business during this meeting.

The following information was reported to the public for the purposes of this public hearing:

1. In order to raise money required for the purposes of renovating the three schools as mentioned above, General Obligation School Bonds of the County are hereby authorized and shall be issued pursuant to the Local Government Finance Act of North Carolina. The maximum aggregate principal amount of such General Obligation School Bonds authorized by this order shall be \$68,000,000.

2. Taxes will be levied in an amount sufficient to pay the principal and interest on the General Obligation School Bonds.
3. A sworn statement of the County's debt has been filed with the Clerk to the Board of Commissioners and is open to the public inspection.
4. The bond order shall take effect when approved by the voters of the County at a referendum scheduled for November 6, 2018.

In addition, the foregoing bond order has been introduced and a sworn statement of debt has been filed under the Local Government Bond Act showing the appraised value of the County to be \$5,779,200,000 and the net debt thereof, including the proposed bonds, to be \$71,249,381. The County Finance Officer has filed a statement estimating the total amount of interest that will be paid on the bonds over the expected term of the bonds, if issued, is \$28,929,750. The estimate is preliminary and may differ from the actual interest paid on the bonds. A tax will be levied to pay the principal of and interest on the bonds if they are issued at approximately 11 cents, which is based on current information. There is no estimate on operational costs.

The Manager reported that information provided by Transylvania County Schools on what the \$68 million request covers is available on the County website and will be updated throughout the process with bond referendum related documents.

**Chairman Chapman declared the public hearing open at 7:05 p.m.**

Annie Fisher: Ms. Fisher spoke in favor of the bond referendum. She reported she is a parent of a child that will be starting kindergarten this year. She pointed out that Brevard High School has not seen many upgrades since she graduated in 1993. Ms. Fisher reported she is married to an employee of Transylvania County Schools and she sells real estate in this county, so she understands how important it is to have excellent schools in order to attract new families and quality jobs. She recognized that making the improvements were important not only from an aesthetics standpoint, but also for safety and to prepare students for a state-of-the-art education.

There were no further comments, and **Chairman Chapman declared the public hearing closed at 7:07 p.m.**

#### PROPOSED ECONOMIC INCENTIVE GRANT TO PARAGON HOTEL COMPANY

Paragon Hotel Company is a commercial development entity who is contemplating the development of a hotel at a site in Transylvania County. Under the project as proposed, the public benefits to be derived from the capital project include a total taxable investment by Paragon Hotel Company of at least \$8 million in real property improvements. The project as proposed would result in the creation of 11 new jobs through 2021 at an average wage in excess of the average wage in Transylvania County for full time employment, plus other benefits. The contemplative incentives would last for a period not to exceed three years. Based on the new investment, the number of new employees, and the Board's incentive guidelines, the maximum amount of incentives to be considered in this grant over the total period would be a total of \$98,112.60. NC General Statute 158-7.1 requires counties to hold a public hearing prior to approval of economic incentive grants. Staff published the public hearing notice as required by law. Commissioners will be asked to approve the performance-based incentive grant under New Business during this meeting.

**Chairman Chapman declared the public hearing open at 7:08 p.m.**

Transylvania Economic Alliance Executive Director Josh Hallingse thanked Commissioners for their consideration of the incentive grant for this economic development project. He reported that the search for hotel property in Transylvania County began over a year ago. At that time the Alliance began

working with the site selection company that assisted Paragon Hotel Company. The Alliance looks forward to an opportunity to increase the number of hotels and potentially the amount of room tax that is generated. He stressed that the incentive grant is performance based meaning that the company must commit to a specific to job creation, wage levels, and investment amounts. Only when the company performs and pays its taxes, is the incentive then paid out to the company.

Elaine Long: Ms. Long spoke on behalf of the Living Wage Coalition of Transylvania County. She stated that an average wage does not necessarily assure a living wage for every employee. She reported the living wage in Transylvania County is \$12/hour. Living wage allows a person to having housing, food, reliable transportation and health insurance without assistance from government or private organizations. Ms. Long reported that the Chamber of Commerce has set one of their top goals for employers in Transylvania County to pay living wages. This is key for other aspects of economic development in the County as well. It also enables employers to retain employees. Ms. Long is excited about the economic impact of the hotel, but she felt it would be even greater if the County were assured they would be paying a living wage to all of their employees.

There were no further comments, and **Chairman Chapman declared the public hearing closed at 7:12 p.m.**

#### **PUBLIC COMMENT**

Chairman Chapman announced that Transylvania County is one of the few counties in the State that holds two public comment periods at all regular meetings.

There were no comments from the public.

#### **AGENDA MODIFICATIONS**

The Manager reported on the agenda modifications. She requested to remove the approval of the sealed closed session minutes under the Consent Agenda, to add the appointment of Chase Lance as the Parks and Recreation representative to the Juvenile Crime Prevention Council, and add a budget amendment to carry forward funds for four projects not completed in FY 18 to be detailed during Budget Amendments under New Business. There were no agenda modifications from Commissioners.

**Commissioner Lemel moved to approve the agenda modifications as presented by staff, seconded by Commissioner Phillips and unanimously approved.**

#### **CONSENT AGENDA**

**Commissioner Lemel moved to approve the Consent Agenda, seconded by Commissioner Chappell and unanimously approved.**

The following items were approved:

#### MINUTES

The Board of Commissioners met in regular session on Tuesday, July 10, 2018 and following met in closed session in which the minutes were sealed. The closed session minutes were removed from the agenda from approval at this time. Commissioners approved the minutes of the regular meeting on Tuesday, July 10, 2018 as submitted.

### DISCOVERY, RELEASE & MONTHLY SETTLEMENT REPORT

Per NCGS 105-312 (b), it is the duty of the Tax Administrator to see that all property not properly listed during the regular listing period be listed, assessed and taxed. The Tax Administrator shall file such reports of discoveries with the Board of Commissioners. Per NCGS 105-381 (b), it is the duty of the Tax Administrator to provide a monthly report to the Board of Commissioners of the actions taken by the Tax Administrator on requests for release or refund, which shall be recorded in the minutes. For the period June 26-30, 2018, total tax dollars released was \$48.35 and refunds totaled \$129.87. Commissioners approved the Discovery, Release and Monthly Settlement Report for the period June 26-30, 2018 as submitted.

### CANCELLATION OF AUGUST 14, 2018 BOARD OF COMMISSIONERS' MEETING

Usually following the passage of the annual budget, the Board of Commissioners cancels a summer meeting to allow staff vacation time. There is no pressing business for the August 14, 2018 meeting. Commissioners cancelled the August 14, 2018 Board of Commissioners' meeting and instructed the Clerk to publish and post appropriate notice.

## **PRESENTATIONS/RECOGNITIONS**

### US DEPARTMENT OF VETERANS AFFAIRS EXPENDITURES IN TRANSYLVANIA COUNTY

Veterans Service Officer Frank Pearsall gives an annual report to the Board of Commissioners regarding the distribution of VA expenditures in Transylvania County and other various veteran demographics. Since 2005, the veteran population in Transylvania County has been on a slow decline. However, the amount of expenditures has steadily increased. A great majority of the veterans being served are Vietnam Veterans and expenses are on the rise for their care because of the exposures they experienced in Vietnam. For 2017, the veteran population was 3,266. VA expenditures totaled \$20,840,000, with the majority being for compensation and pension (\$10,053,000) and medical (\$10,048,000). Of the 3,266 veterans, 872 veterans used the VA hospital in Asheville in FY 17. This concluded the report. Mr. Pearsall called for questions from Commissioners.

Commissioner Lemel noted the veteran population is declining in Transylvania County and asked if this was unique to our area or occurring across the nation. Mr. Pearsall confirmed the veteran population across the nation is in decline.

Commissioner Lemel compared the number of veterans vs expenditures in Transylvania County with other counties, noting that other counties with similar veteran populations have larger expenditures. Mr. Pearsall stated the difference may be that much of our population is made of up retired military that are better off financially than others in more rural counties. In addition, many veterans in Transylvania County do not have to use the VA hospital, which results in a non-expenditure of funds.

Mr. Pearsall announced the Veterans Service Office is open all day on Tuesday and Thursday and by appointment on Monday, Wednesday, and Friday.

Commissioner Chappell thanked Mr. Pearsall for his service and for his work with veterans in the County. Chairman Chapman encouraged citizens with family members that are veterans to visit Mr. Pearsall's office regarding any veterans' issues they may have.

### SILVERMONT PARK DRAFT MASTER PLAN PRESENTATION

Interim Parks and Recreation Director Jonathan Griffin reported that staff has been working with consultant Sitework Studios on the Silvermont Park Master Plan for a month and half. Steven Lee Johnson will be presenting to Commissioners tonight on the draft plan that Sitework Studios has created. The public has weighed in on the plan, as well as the Parks and Recreation Commission.

Steven Lee Johnson introduced himself as the owner and principal of Sitework Studios landscape architects based out of Asheville. He presented the draft Master Plan for Silvermont Park. Sitework Studios was commissioned in April of this year with their primary scope of work to develop an in depth analysis of the existing park and its current function, to work closely with the Parks and Recreation Commission to develop findings, design options, and review phasing opportunities and potential costs associated with construction. In reviewing the initial stages of the park, the consultant felt it was very important to review the data that has already been prepared for this park. There were a couple of studies that were conducted in 2013 that provided the consultant with some very interesting and beneficial information, those being the Silvermont Preservation Plan and the 2013 Master Plan for the Silvermont grounds. The consultant also reviewed the current Transylvania County Parks and Recreation Master Plan that provided vital information.

Mr. Johnson pointed out one of the more important components of this project was a very detailed public input and stakeholder process. He said it is clear Silvermont is an incredible asset to this community and it is not often that he finds such a significant structure that is in very good state of repair. It serves as an incredibly gracious backdrop for a neighborhood park that is very close to downtown. Based on what the consultant has summarized as the assets in the master plan, he felt the park is ideally suited for special events, multi-use recreational areas, fitness and wellness opportunities, creative children's play opportunities, enhanced trail, nature and outdoor educational opportunities. These elements capitalize on the natural beauty of the site which is its greatest asset. It supports the historic setting for the mansion and the respect that is needed for a neighborhood park like this one.

A boundary and topographic survey was completed as part of the existing conditions work on the project. Every tree has been located and accounted for on the site. The 100+ year old trees are defining what can and cannot be done on the site. The survey is also helping the consultant define exactly how to resolve some of the existing storm water issues.

During the stakeholder input process, four key groups were identified (Friends of Silvermont, Senior Center, Master Gardeners, and Historical Society) and Sitework Studios spent a day meeting onsite with each group. They were able to ascertain helpful information, comments, suggestions, and an overall wealth of information because these groups spend so much time at Silvermont.

Following the meeting with the stakeholders, Sitework Studios developed a site analysis for the park. Mr. Johnson provided a summary of the site analysis, noting that the final master plan includes a detailed report. He reported the significant aspects of the park being the sports courts (tennis and basketball courts). Sitework Studios conducted an in depth assessment and analysis of the courts and asked several questions of the public and stakeholders. They also conducted an analysis on the existing conditions of the walkway, parking, and signage and made recommendations on each. The first public meeting was held on May 31 and Mr. Johnson reported an incredible turnout. The meeting was an open house style in which there was a continuous stream of people for two hours. They had three stations set up where people could post notes on the boards with their comments. The comments are summarized in the master plan.

Following the public meeting, Sitework Studios started an online survey. They received 330 responses to 12 questions. Mr. Johnson pointed out a few interesting facts gleaned from the survey. Most people come to the park to walk and exercise and to use the playground for children, of those that responded to the survey. What was interesting was that 59% of the survey participants never play tennis and 55% never play basketball; however, Sitework Studios has noticed that each time they have been onsite; the tennis courts have been busy and were being used by several people. Another item that came up strongly in the survey was the need for improved playground facilities. There is a brand new structure there now that serves a very specific target group, but a number of the responses were very specific about the need

for improved play facilities for mixed age groups, not just toddlers. At the end of the survey, the consultant offered opportunities for written responses, requests and suggestions. Mr. Johnson summarized the list here:

1. Restrooms renovations are needed
2. Desire for a simple splash park
3. Additional children's play opportunities (not necessarily fancy equipment, but creative elements)
4. Improved pedestrian access
5. Create more opportunities for public meeting space
6. Concerns regarding vehicular and pedestrian safety
7. Walking trail upgrades are needed
8. Desire for open lawn/passive recreation
9. Challenges with the tennis courts (maintenance)
10. No mention of the Master Gardener's raised beds (surprising, because very active group)

Sitework Studios prepared a conceptual plan that helped them convey some initial ideas to the Parks and Recreation Commission. Based on comments and documents the consultant had already received, the consultant's design opinion and results of the survey, Sitework Studios suggested and proposed a long range master plan that included the following:

1. Removal of tennis and basketball courts after new locations are identified
2. Swings (popular in parks, low cost)
3. Creative play to expand spaces for children to be active (inexpensive)
4. Storm water management recommendations include an area for large dry creek bed feature, which provide play opportunities
5. Splash pad
6. Open multi-use event spaces (key long term component for the success of park)
7. Picnic space (inexpensive)

Sitework Studios prepared the draft master plan identifying specific items in order to estimate the cost of phases. One of the key features is trying to identify a clear entrance to and exit from the park. It also includes an accessible pedestrian entrance. The consultants have proposed opening up the area in front of the main house into an open events lawn. The house would serve as a backdrop and there is an area that would serve as a potential stage, special handicap parking for special events, or open lawn area for picnics. Behind the mansion there would be opportunities for a splash pad area, new pavilions, renovated restrooms, another small event space where the current tennis courts are located, and a new large multi-purpose open lawn with several items identified for that area. A huge raingarden would highlight some of the most incredible trees one would ever see in a public park, including some creative low cost play opportunities.

Next steps upcoming in the month of August:

1. Incorporate comments from County Commission and Parks and Recreation Commission
2. Develop phasing opportunities plan
3. Develop cost estimates for phase construction
4. Finalize master plan document and present

This concluded Mr. Johnson's presentation. Chairman Chapman called for comments and questions from Commissioners.

Commissioner Hawkins referred to the survey results and that 55% indicated they do not use the basketball courts. He pointed out that alternately that means that 45% do use the basketball courts. To him, the data did not reveal much to him, so to put it into context, he asked how much usage an amenity should get to be needed in a park. Mr. Johnson agreed with Commissioner Hawkins' assessment. He noted that every park and location is different; however, he stated one thing that was very clear in this master planning effort was that users love the sports courts at Silvermont and they are heavily used. The consultant's recommendation to Commissioners in the report is that the courts should not be removed until a new location for the courts is found. Mr. Johnson pointed out there are not enough tennis courts to meet the needs in Transylvania County. The tennis courts at Silvermont, along with the basketball courts, need major improvements. Mr. Johnson pointed out that neighbors of Silvermont and other citizens attended the public input meeting and provided insightful information about when and how often the courts are used, so they cannot just be removed and there be no replacement elsewhere. He stated it is very important for a public park to have these amenities; however, these amenities may not be the highest and best use of the space. There are more needs for better courts in a better location.

Commissioner Hawkins referred to the survey comment about there being a need for additional public meeting space and he asked for clarification that the comment was in reference to outdoor meeting space. Mr. Johnson stated that the comment referred to indoor meeting space and specifically the Silvermont Mansion. There was concern that the Senior Center utilizes the building very strongly and therefore limited opportunities for other groups. Mr. Johnson pointed out that the Library Director attended one of the public meetings and she explained how the Library meeting space is maxed out, and would therefore appreciate identifying any other opportunities in the County for meeting space.

Commissioner Hawkins thought the creative play element was interesting. He asked if creative play is identified in the Parks and Recreation Master Plan as being a need. Mr. Johnson responded that catalog playgrounds are no longer the trend in parks and recreation. Mr. Griffin added that additional play opportunities were identified in the Master Plan, although there was no detail about what type of play there needed to be.

Chairman Chapman said he hears often from the public the need for a bigger gazebo/pavilion for music events, or possibly weddings, and asked if any consideration had been given to adding this feature. Mr. Johnson stated there was discussion about the need for space for small bands and events. The trend in parks like this is to have mobile structures. The key is to have space that is multifunctional instead of having permanent expensive structures that are used infrequently.

Commissioner Lemel inquired if the master plan is set up to be gradually phased in and furthermore if the consultant would be advising the County on how best to phase it in instead of tackling the plan all at once. Mr. Johnson responded that one of their primary objectives from the beginning of the project was that the plan had to be a realistically phased in project. They will be reviewing the proposed phases with the Parks and Recreation Commission. The consultant realizes that few groups are willing or able to foot the bill upfront for a project this significant so part of their experience that will be helpful to the County moving forward is to suggest strong, realistic phasing opportunities. Mr. Johnson pointed out that the tennis courts may be the very last item to phase out, for example.

Commissioner Chappell was appreciative of Mr. Johnson's comments because he thought it was very important Commissioners consider this project in phases and that maybe they even consider completion of only certain phases. The reason being is that it is important to remember why Silvermont was willed to the County, that being for recreation purposes for the young and seniors. Although he understands the County has authority to do other things, there are already established programs, specifically the basketball courts. He said he understands the front area would make a great open event space, but he said Commissioners need to give careful thought to making such a drastic change to such a heavily used

amenity in the community. He commented that changes to the park certainly make additions to parks and recreation, but also take away amenities that have been used by the community for years. He asked Commissioners to be mindful of this when looking at options for the park.

Chairman Chapman thanked Mr. Johnson for the presentation and stated the County is eager to move forward. He also thanked Mr. Griffin for his work on this project as well.

## APPOINTMENTS

### JUVENILE CRIME PREVENTION COUNCIL

Jake Dalton filled the Member of Business position on the Juvenile Crime Prevention Council until his term ended on June 30, 2018. He did not wish to be reappointed. Mandi Bentley filled the Parks and Recreation position on the Juvenile Crime Prevention Council until her term ended on June 30, 2018. She took another position within the department and therefore resigned her position upon her term ending.

There remain two other vacancies on this council that the Clerk, JCPC Chairman and JCPC Facilitator are working to fill.

Katie Jackson, who is employed with Platt Architecture, expressed interest in serving and submitted her application. Parks and Recreation Management recruited Recreation Program Coordinator Chase Lance to replace Mandi Bentley and he has submitted his application as well. There are no other applications on file and both of their appointments are recommended.

**Commissioner Lemel moved to appoint Katie Jackson to fill the Member of Business position and Chase Lance to fill the Parks and Recreation position on the Juvenile Crime Prevention Council, seconded by Commissioner Chappell and unanimously approved.**

## NEW BUSINESS

### 2017 TAX SETTLEMENT REPORT

Tax Administrator Jessica McCall presented this item. Each year the Tax Administrator shall make a sworn report to the governing body of the taxing unit per NCGS 105-373. This report covers the 2017 tax year. This is a summary of her report:

- 2017 total County levy to be collected: \$28,087,788.10
- 2017 total levy for all districts to be collected: \$36,210,239.40
- Total taxes collected for County only: \$28,048,490.85
- Total taxes collected for all districts: \$36,159,654.72
- 2017 uncollected taxes as of June 30 for County only: \$39,297.25
- 2017 uncollected taxes as of June 30 for all districts: \$50,584.68
- Since June 30, for County only, collected additional \$5,504.38
- Since June 30, for all districts, collected additional: \$6,719.08
- Overall 2017 collection rate: 99.86%
- Each district's collection rate was 99.6% or higher
- Staff worked on delinquent tax collections for 2016 and prior tax years
  - County only: collected \$54,891.76 as of June 30; collected additional \$1,390.47 since June 30
  - All districts: collected \$71,017.22 as of June 30; collected additional \$1,546.94 since June 30
- Collected \$23,016.64 in bank attachments



- Collected \$14,123.85 in wage garnishments
- Set up 320 payment plans
- Collected another \$2,339.31 through the Debt Set off Program where State refund checks and lottery winnings are intercepted to pay delinquent taxes
- During delinquent tax collection efforts, staff made more than 12,800 phone calls

This concluded the report. Chairman Chapman called for questions and comments from Commissioners.

Commissioner Hawkins asked Ms. McCall if she was aware of the average tax collection rate in the State. Ms. McCall informed Commissioners that the rate is approximately 97%.

Commissioner Hawkins pointed out that if Transylvania County collected taxes at the State average as opposed to the 99.86% rate that would mean a \$700,000 reduction in collected funds. He commended Ms. McCall and her staff for their work, but also attributed the tax rate to the willingness of our citizens to meet their obligations.

Commissioner Chappell expressed appreciation to the Tax Administration staff for their willingness to work with individuals on alternatives to help them meet their obligations and assist them should they get behind.

Chairman Chapman commended Ms. McCall and her staff for their teamwork and accomplishments.

**Commissioner Lemel moved to approve the 2017 Tax Settlement Report as presented, seconded by Commissioner Hawkins and unanimously approved.**

#### 2018 ORDER TO COLLECT ALL REAL AND PERSONAL PROPERTY TAXES

Tax Administration Jessica McCall presented this item. The Tax Administrator must be charged with the 2018 tax bills which gives full and sufficient authority to collect taxes with forced collection remedies if necessary, per NCGS 105-321.

*To the Tax Administrator of the County of Transylvania:*

*You are hereby authorized, empowered and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be first lien upon all real property of the respective taxpayers in the County of Transylvania, and this order shall be full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.*

**Commissioner Lemel moved to approve the 2018 Order to Collect Property Taxes, seconded by Commissioner Phillips and unanimously approved.**

#### GENERAL OBLIGATION BOND REFERENDUM ACTION ITEMS

As required by State statute and the Local Government Commission, the Board of Commissioners held a public hearing at the beginning of the meeting to receive input on the bond order. Now that the public hearing has been held, the Board should vote to approve the Bond Order.

The Resolution Calling the Special Referendum and Directing Publication of the Notice of Bond Order should be adopted following the adoption of the Bond Order. A certified copy of this document will need

to be delivered to the Board of Elections immediately after the meeting in order for them to put the question on the ballot.

Following the meeting, the Clerk to the Board must publish the Notice of Adopted Bond Order. She must also publish the Notice of Special Referendum, which must run twice – once at least 14 days prior to the last day to register to vote and once at least seven days prior.

The Manager asked Commissioners to take the following action: 1. Approve the Bond Order. 2. Approve the Resolution Calling the Special Referendum and Directing the Publication of the Notice of Bond Order. 3. Direct staff to publish the notifications as directed by bond counsel.

## NOTICE

### **BOND ORDER AUTHORIZING THE ISSUANCE OF \$68,000,000 GENERAL OBLIGATION SCHOOL BONDS OF THE COUNTY OF TRANSYLVANIA, NORTH CAROLINA**

**WHEREAS**, the Board of Commissioners of the County of Transylvania, North Carolina (the “Board of Commissioners”) has ascertained and hereby determines that it is necessary to pay the capital costs of constructing, improving, renovating and equipping school facilities, including improvements at Brevard High School, Rosman High School and Rosman Middle School, and acquiring land or rights-in-land required therefor; and

**WHEREAS**, an application has been filed with the Secretary of the Local Government Commission of North Carolina requesting Commission approval of the General Obligation School Bonds hereinafter described as required by the Local Government Bond Act, and the Clerk to the Board of Commissioners has notified the Board of Commissioners that the application has been accepted for submission to the Local Government Commission.

**NOW, THEREFORE, BE IT ORDERED** by the Board of Commissioners of the County of Transylvania, North Carolina, as follows:

Section 1. In order to raise the money required for the purposes described above, in addition to any funds which may be made available for such purpose from any other source, General Obligation School Bonds of the County are hereby authorized and shall be issued pursuant to the Local Government Finance Act of North Carolina. The maximum aggregate principal amount of such General Obligation School Bonds authorized by this order shall be \$68,000,000.

Section 2. Taxes will be levied in an amount sufficient to pay the principal and interest on the General Obligation School Bonds.

Section 3. A sworn statement of the County’s debt has been filed with the Clerk to the Board of Commissioners and is open to public inspection.

Section 4. This bond order shall take effect when approved by the voters of the County at a referendum scheduled for November 6, 2018.

The foregoing order was adopted on the 23rd day of July, 2018, and is hereby published on the 25<sup>th</sup> day of July, 2018. Any action or proceeding questioning the validity of the order must be begun within 30 days after the date of publication of this notice. The finance officer of the County has filed a

statement estimating that the total amount of interest that will be paid on the bonds over the expected term of the bonds, if issued, is \$28,929,750. The estimate is preliminary, is for general informational purposes only, and may differ from the actual interest paid on the bonds.

By: /s/ Trisha Hogan  
 Clerk to the Board of Commissioners  
 County of Transylvania, North Carolina

*RESOLUTION #29-2018*

**RESOLUTION SETTING A SPECIAL BOND REFERENDUM AND DIRECTING THE PUBLICATION OF NOTICE OF A SPECIAL BOND REFERENDUM AND NOTIFICATION OF THE TRANSYLVANIA COUNTY BOARD OF ELECTIONS**

*WHEREAS*, the Board of Commissioners of the County of Transylvania, North Carolina (the “Board of Commissioners”) has adopted the following bond order and such bond order should be submitted to the voters of the County of Transylvania, North Carolina for their approval or disapproval in order to comply with the constitution and laws of North Carolina:

**“BOND ORDER AUTHORIZING THE ISSUANCE OF \$68,000,000 GENERAL OBLIGATION SCHOOL BONDS OF THE COUNTY OF TRANSYLVANIA, NORTH CAROLINA”**

*NOW, THEREFORE*, be it resolved by the Board of Commissioners, as follows:

(1) For the purpose of determining the question whether the qualified voters of the County of Transylvania, North Carolina shall approve or disapprove (a) the indebtedness to be incurred by the issuance of the General Obligation School Bonds of the County authorized by said bond order, which indebtedness shall be secured by a pledge of the County’s full faith and credit and (b) the levy of a tax for the payment thereof, said bond order shall be submitted to the qualified voters of said County at a special bond referendum to be held in said County on November 6, 2018.

(2) The Clerk to the Board of Commissioners is hereby authorized and directed to publish a notice of said referendum which shall be in substantially the form entitled “**COUNTY OF TRANSYLVANIA, NORTH CAROLINA NOTICE OF SPECIAL BOND REFERENDUM**,” attached hereto. Said notice of referendum shall be published at least twice. The first publication shall be not less than 14 days, and the second publication shall be not less than 7 days before the last day on which voters may register for the special bond referendum.

(3) The Transylvania County Board of Elections is hereby requested to print and distribute the necessary ballots and to provide the equipment for the holding of said referendum and to conduct and to supervise said referendum.

(4) The ballots to be used at said referendum will indicate that it is being held on behalf of the County of Transylvania, North Carolina and will contain the following words:

“*SHALL* the order authorizing \$68,000,000 of bonds plus interest to pay the capital costs of constructing, improving, renovating and equipping school facilities, including improvements at Brevard High School, Rosman High School and Rosman Middle

School, and acquiring land or rights-in-land required therefor, and providing that additional taxes may be levied in an amount sufficient to pay the principal and interest on the bonds be approved?";

with squares labeled "YES" and "NO" beneath or beside such words in which squares the voter may record his or her choice on the question presented; and

(5) The Clerk to the Board of Commissioners shall mail or deliver a certified copy of this resolution to the Transylvania County Board of Elections within three days after this resolution is adopted.

***BE IT FURTHER RESOLVED*** that this Resolution shall become effective on the date of its adoption.

***READ, APPROVED AND ADOPTED*** this 23<sup>rd</sup> day of July, 2018.

By: /s/ Trisha M. Hogan  
Trisha M. Hogan, Clerk to the Board

By: /s/Larry L. Chapman  
Larry L. Chapman, Chairman  
Transylvania County Board of Commissioners

APPROVED AS TO FORM

By: /s/ Misti Bass  
Misti Bass  
County Attorney

**Commissioner Lemel moved to approve the Bond Order as presented, seconded by Commissioner Chappell and unanimously approved.**

**Commissioner Lemel moved to approve the Resolution Calling the Special Referendum and Directing the Publication of the Notice of Bond Order, seconded by Commissioner Chappell and unanimously approved.**

**Commissioner Lemel moved to direct staff to publish the notifications as directed by bond counsel, seconded by Commissioner Chappell.** Commissioner Hawkins, noting that Commissioners cannot comment on the bond itself for legal reasons, stated it is important to remember the bond is one component of the School System's capital needs. The Board of Education has identified another \$30 million in capital needs for the other schools in the district. Commissioner Hawkins felt that the needs identified by the School System were valid and that it is important that we have quality facilities for our students. He was appreciative of the Board of Education's willingness to include the Board of Commissioners in various conversations over the last several months as they determined the best paths forward. He pointed out the Board of Education said they intended to conduct a three month public education campaign on the bond, and in his opinion, if the bond is going to be successful, they need to be able to describe the specifics of the school construction projects, explain why they are important, and explain to the users how the renovations and upgrades will help prepare students for life in the 21<sup>st</sup> century (as was mentioned during public comment earlier this evening). Commissioner Hawkins noted that if the bond does not succeed, the needs do not go away and must be dealt with nonetheless. Chairman Chapman reiterated from the public hearing presentation that the projected tax increase is 11 cents and represents a 20% tax increase. He pointed out there is a lot of information that citizens need to know in order to make an informed decision. He shared that citizens have asked questions of him that he has been unable to answer and he has referred them to the Board of Education. Chairman Chapman stated no one is questioning the School System's capital needs, but the question is how to meet the needs

in a sustainable way. He was appreciative of the work of the Board of Education, noting they have taken a bold step. Commissioner Lemel pointed out that when bond counsel presented to Commissioners she was pleased to learn that the County has up to seven years to let all of the General Obligation bonds out. Not having to take all of the money at once would allow for potentially phasing in projects depending on how the construction jobs are staged which would make the tax increase more palatable over the time period. **The motion was approved unanimously.**

APPROVAL OF ECONOMIC INCENTIVE GRANT TO PARAGON HOTEL COMPANY

Paragon Hotel Company is a commercial development entity who is contemplating the development of a hotel at a site in Transylvania County. Under the project as proposed, the public benefits to be derived from the capital project include a total taxable investment by Paragon Hotel Company of at least \$8 million in real property improvements. The project as proposed would result in the creation of 11 new jobs through 2021 at an average wage in excess of the average wage in Transylvania County for full time employment, plus other benefits. The contemplative incentives would last for a period not to exceed three years. Based on the new investment, the number of new employees, and the Board's incentive guidelines, the maximum amount of incentives to be considered in this grant over the total period would be a total of \$98,112.60.

The Board held a public hearing as required by law at the beginning of the meeting. Transylvania County Economic Alliance Executive Director Josh Hallingse requested Commissioners approve the performance-based economic incentive grant to Paragon Hotel Company.

**Commissioner Lemel moved to approve the economic incentive grant to Paragon Hotel Company, seconded by Commissioner Hawkins.** Commissioner Lemel asked for clarification of the proposed wages. Mr. Hallingse reported that the average wage in Transylvania County is just under \$34,000. The average wages proposed for this project are \$33,740, not including fringe benefits. Paragon Hotel Company offers a variety of health insurance plans and other investment opportunities. In addition to the 11 full time positions, the company also intends to hire a variety of part time positions, but the part time positions are not included in the wage analysis. Commissioner Phillips did not feel this was the type of industry/business the County should be focusing its efforts on recruiting. He understands Transylvania County has a need for more lodging and he noted he is sure the hotel company is well aware of this need, but his observation was that the company intended to locate here regardless of the offer of an economic incentive. Commissioner Phillips commented that it has been said that Commissioners set precedent by supporting Greystone Inn, but he saw the two as different projects, with Greystone Inn being a destination place. Commissioner Lemel interjected that based on presentations the Commissioners have received from the Transylvania County Tourism Development Authority it has been shown that Transylvania County has lost substantial revenue in sales tax dollars and occupancy tax relative to our neighboring counties because the lack of hotel rooms. It has taken Transylvania County years to attract the interest of a mainstream hotel. Personally, she stated she is excited because she envisions the long term benefits to the community with the ability to keep the daytime tourists in the area and contributing to our local economy. She said she understands it is not an industry, but she felt it was a necessary piece of economic development in Transylvania County and therefore she intended to support the grant. Mr. Hallingse pointed out that the Alliance has been working with Paragon Hotel Company for slightly more than a year to identify a suitable piece of property in Brevard. He said finding property has been a challenge for both the Alliance and the company. Mr. Hallingse stated that trying to bridge the gap from a financial standpoint is important and the incentive grant is a significant piece in helping in the pro forma. The other component is that technology (VRBO, short term rentals, etc.) is drastically changing the accommodations industry, so being able to find an investor in a hotel in an area of Brevard that does not have established hotels is encouraging. Chairman Chapman inquired about the timeline for breaking ground. Mr. Hallingse the company hopes to begin construction in late summer or early fall. The company has already worked with the City Planning department on rezoning the property. Chairman

Chapman asked Chamber of Commerce Executive Director Clark Lovelace to share some history on the County's hotel situation. Mr. Lovelace commented that Commissioner Lemel described one of the challenges very well. He informed that the Chamber has a campaign called *Play and Then Stay*. There are a lot of visitors that come to Western North Carolina and visit Transylvania County for the day, but are staying in neighboring counties. A big reason for that is our limited supply of traditional hotel rooms. The County has approximately 425 traditional accommodations. Asheville has more than that number created on an annual basis. To Commissioner Phillips' point, Mr. Lovelace stated there is a need across the board in terms of type of hotel room. For many years our occupancy has been higher than the State average which is one of the signs we are lacking in supply or have a high demand. It also takes into consideration that the short term rental market has changed the accommodations industry. He said Transylvania County is a location in which it takes a number of factors coming together to make the return on investment worth it to select this area. This is one of the ways to help grow the supply. Commissioner Chappell stated it is important to remember this is a performance based incentive grant. The company must meet certain goals by making capital investment and creating jobs here in Transylvania County. While this is not typical industry, it still qualifies as economic development and will positively impact the economic viability of Transylvania County. He pointed out the County's incentive policy is flexible to allow Commissioners to incentivize a variety of industry. Commissioner Hawkins clarified the incentive grant amount is not annual, but spread out over the course of three years. The amount was calculated using the structured formula that takes into account job creation, capital investment, type of industry, etc. What scored high with this particular project was the \$8 million capital investment, which is significant for Transylvania County. He pointed out that hotels are different when looking at incentives and determining return on investment. There are three areas of payback counties receive from hotels: capital investment/tax base, sales tax, and occupancy tax. Commissioner Hawkins ran the numbers and reported that an \$8 million capital investment equates to approximately \$200,000 in taxes to the County. The City of Brevard will benefit as well. If the project meets its goals, the County is essentially paid back within the first six months of operation. If the hotel does not meet its goals of capital investment and job creation at the proposed wages, then they do not receive any incentive grant dollars. Commissioner Hawkins pointed out that having seen other pro formas for hotels interested in this area, he is certain that the incentive grant is part of their consideration. Additionally, to him it makes sense strategically to use an incentive to increase the room inventory. Lastly, he commented that following the approval of this incentive grant, he believes the County may be at a point where Commissioners would not consider this type of incentive in the future. Commissioner Phillips stated there is no debate on the need for additional hotel rooms. He did not think their investment was contingent on receiving the County's incentive grant, noting it is taxpayer money. Chairman Chapman agreed with Commissioner Phillips' sentiments, but stated it is important to be competitive. There were no further comments. **The motion passed by a vote of 4 to 1, with Commissioner Phillips voting against.**

#### MEMORANDUM OF UNDERSTANDING WITH WESTERN CAROLINA COMMUNITY ACTION

Interim Parks and Recreation Director Jonathan Griffin presented this item. Beginning July 2, 2018, Parks and Recreation staff assumed responsibility for the day to day management of the Senior Opportunity Center on the first floor of the Silvermont Mansion. Previously, staff of Western Carolina Community Action (WCCA) oversaw this function. WCCA intends to continue offering its "LunchPlus" congregate meals program onsite at the Silvermont Mansion. Parks and Recreation staff sought to develop a binding framework between the two organizations to govern this relationship as it continues.

Staff drafted a memorandum of understanding that reflects a commitment to continue WCCA's access to providing their high quality congregate meals program within the new day to day operations of the Senior Opportunity Center. The text as written reflects a consensus view of County staff and officials of WCCA about how best to structure this relationship. The proposed Memorandum of Understanding covers the hours of operation, responsibilities of staff and WCCA, notification procedures for holidays, etc. Staff

recommended that the Board approve the draft memorandum and authorize the Chairman to execute the document on the County's behalf.

**Commissioner Lemel moved to approve the Memorandum of Understanding with Western Carolina Community Action, seconded by Commissioner Phillips.** Commissioner Hawkins asked if the agreement reflects any changes in how WCCA operates. Mr. Griffin stated it does not reflect any changes currently, but it gives staff a framework for discussing changes in the future. Commissioner Lemel commended Mr. Griffin for this work. For WCCA, particularly because of their dependence on grants, to have a document that is clearly outlined is a prudent move on the County's part. Commissioner Chappell asked if the agreement needs to include a provision to address inclement weather. Mr. Griffin stated that based on his experience since the department has taken over day-to-day operations, he did not think there was a need for a formal policy governing emergency situations. He felt there was already a good flow of communication with County procedures. The Manager interjected that it may not hurt to be prudent and insert a sentence into the agreement that simply states emergency situations will be communicated as quickly as possible and rely on the mutual understanding of what an emergency constitutes. Commissioner Chappell preferred the addition of the sentence. **Commissioner Lemel moved to amend the original motion by adding the text as discussed, seconded by Commissioner Chappell and unanimously approved. The main motion was approved.**

#### REQUEST TO WAIVE RENTAL FEES AT SILVERMONT MANSION

Interim Parks and Recreation Director Jonathan Griffin presented this request. He reported that Parks and Recreation received a request from the Friends of Silvermont to use the first floor of the Silvermont Mansion for an event to celebrate the recent completion of renovations and repairs to the first floor and they have requested a waiver of the rental fees. Parks and Recreation staff does not have the authority to waive rental fees under current policy, and is therefore seeking guidance from the Board of Commissioners to determine if such an exception is warranted.

As a follow up to the discussion at the previous County Commission meeting, Mr. Griffin discussed this issue broadly with the Parks and Recreation Commission during their July meeting. The Parks and Recreation Commission chose not to take action or make a formal recommendation on fee waivers individually or as a policy at their meeting, but intend to continue discussing the issue in August. From a policy perspective, there was a consensus that since County facilities currently operate on a first come, first serve basis, layering an additional fee waiver policy on top of would not be a wise decision. Some members of the Parks and Recreation Commission felt it would be more appropriate for County staff to develop and recommend a full Parks and Recreation facility use policy before adding exceptions to the existing rules and procedures which are not fully developed. There was also a concern that with the current low levels of cost recovery, a formal framework for waiving rental fees would lower revenues.

The financial impact of approving the request by the Friends of Silvermont would be approximately \$100, as well as the cost for staffing since this would be on a Sunday when facilities are typically closed.

Commissioner Lemel noted this request is from the Friends of Silvermont who has given a substantial amount of money for the benefit of the Silvermont Mansion. Mr. Griffin stated as a matter of policy it might be worth endorsing an idea to draft a "friend of the park" agreement under which there could be a waiver authority under circumstances where there is a certain level of financial or in kind donations.

As a reference point, the Manager pointed out that the Historical Society, who currently operates the Silvermont Museum, and the County have a formal agreement in place that allows the Historical Society to utilize Silvermont rent free up to two times a year for any events they would like to schedule. She suggested staff could draft a similar document, if Commissioners so choose, but noted it would not satisfy the request before them to waive fees. Staff could also draft a document that allows for a certain levels of

monetary or in-kind donations per year for an organization that financially supports the Silvermont Mansion.

Commissioner Chappell asked if the Historical Society agreement includes staff time during the events. The Manager reported that so far the events they have proposed have been during working hours. Commissioner Chappell stated his main concern with this request is the staff time involved after hours. He was appreciative of their efforts to raise funds for Silvermont, but he noted that he was not pleased with the tone of the emails included in the Commissioners' agenda packet as background information. He felt their response to County staff was inappropriate. He said he hopes everyone will realize and acknowledge that we should all be working together as partners. Again, he shared that his concern is with providing staffing on a Sunday outside of normal working hours, regardless of facility. He suggested looking at Board of Education policies as examples. They will waive facility rental fees, but their policies require staff members to be onsite and for the users to cover the cost of having the staff member onsite.

Commissioner Lemel felt that Commissioner Chappell's concerns were legitimate. She also felt the organization would be better served by looking more collectively at facility utilization policies, which would address Commissioner Chappell's concern about covering staff costs. She noted that she supported the request from the Friends of Silvermont to waive the rental fee because they have donated so much to Silvermont. She was also supportive of staff drafting an organization-wide policy. She thought the "friend of the park" idea was very appealing because it served as an acknowledgment or thank you for their effort, but added she expect the user would cover the cost of staff time that is required.

The Manager intends to take this feedback to the Parks and Recreation Commission and direct them to work with staff on vetting some of the details of a policy.

Chairman Chapman expressed concern about waiving fees because he did not feel Commissioners should have to choose who should and should not be granted a waiver of fees. Commissioner Lemel agreed and stated these items should not be brought before Commissioners; therefore, the Board needs to empower staff to make to be able to make these decisions by having a clear policy in place that is consistent for all facilities. Because there is no policy in place at this time, however, she was supportive of granting a waiver of fees due to their fundraising efforts for the Silvermont Mansion.

**Commissioner Lemel moved to waive the \$100 for the Friends of Silvermont in recognition of their financial gifts to the Silvermont Mansion for this event and this event only, seconded by Chairman Chapman. The motion failed by a vote of 1 to 4, with Chairman Chapman and Commissioners Chappell, Hawkins and Phillips voting against.**

**REQUEST TO SUBMIT AN APPALACHIAN REGIONAL COMMISSION (ARC) CONSTRUCTION GRANT APPLICATION TO EXTEND SEWER TO GAIA HERBS**

Transylvania Economic Alliance Executive Director Josh Hallingse reported that last fall he began working with Gaia Herbs to develop a long term strategy to improve their wastewater facility and their capacity to treat their waste. Gaia Herbs currently uses a robust septic system not connected to a wastewater treatment facility. The Alliance also began working with a civil engineer to understand potential options available to Gaia Herbs. They learned that onsite treatment options were not optimal long term strategies in dealing with wastewater so they explored potentially connecting to a public wastewater treatment facility being that Gaia Herbs is located between both the City of Brevard's and Town of Rosman's treatment facilities. The Alliance looked at connectivity to both entities, but after further refining the project, the Alliance narrowed its focus to the Town of Rosman. Through this process, the Alliance worked with the NC Department of Environmental Quality, the NC Department of Transportation and the Town of Rosman to determine a preferred route from Gaia Herbs existing facility to the wastewater treatment facility.



After the Alliance concluded the civil engineering design (concept and planning only; not final plans), the Alliance began exploring funding options. The Alliance collaborated with Transylvania County Planning and Community Development who identified grant funds totaling \$300,000 through the Appalachian Regional Commission. The total cost of the project is upwards of \$1.7 million. Mr. Hallingse reported there are several leads on other potential sources as well (see below). With the County's support, the Alliance will be able to move this project forward and hopefully connect an existing company to a needed utility service. It is also a community based project in which another nearby industry, Smith Systems, and homeowners and tracts in between the Town of Rosman and Gaia Herbs, could potentially connect to the utility system.

Funding Source	Funding Type	Funding Amount
Transylvania Economic Alliance in support of Town of Rosman (Survey, Appraisal, Additional Engineering)	Local	\$7,000
Appalachian Regional Commission (Construction)	Federal	\$300,000
NC Industrial Development Fund (Construction)	State	\$444,375
Golden Leaf Foundation (Construction)	Private	\$444,375
Transylvania County (Permitting/Engineering/Construction)	Local	\$396,250
Gaia Herbs (Private Pump Station and Sewer Connection)	Private	\$175,000
<b>Total</b>		<b>\$1,767,000</b>

Planning and Community Development Director Mark Burrows spoke specifically about the Appalachian Regional Commission application for submission on behalf of Transylvania County. Mr. Burrows informed that the grant application is one in which the County was invited to apply. The County made initial submission last fall and was subsequently invited to make full final application which should be decided upon by the end of the federal fiscal year (September). He requested Commissioners approval to submit the final application which must be postmarked by 5:00 p.m. on July 31, 2018. He noted there may be a few minor changes to the application prior to final submission, and staff is waiting on letters of support and financial commitment as well. Mr. Burrows reported that the grant, if awarded, requires a local match from the County totaling \$396,250. He felt this project is one that is community based, helps to build the economy, and benefits the entire community.

Commissioner Lemel said this is one of the most exciting things she has seen in a while particularly because of the opportunity to preserve existing manufacturing jobs and allowing Gaia to expand, the potential for future growth at Smith Systems, to open up the corridor for economic development, and to give alternatives to homeowners for a wastewater solution should their septic systems fail. She thought it was a huge opportunity for Transylvania County and she was very appreciative of the collaboration between the Transylvania Economic Alliance and Planning and Community Development department.

**Commissioner Lemel moved to authorize staff to sign and submit a full ARC Construction Grant Application by July 31, 2018 to extend sewer from the Town of Rosman to Gaia Herbs and provide matching funds totaling \$396,250. The motion was seconded by Commissioner Phillips.**

Commissioner Hawkins echoed Commissioner Lemel's comments about collaboration between the Alliance and Planning and Community Development and pointed out the leveraging of \$400,000 in funds

into a potential \$1.7 million project. While he understood this is at application stage, he felt that the County's chances of being awarded the grant funds were high. He stated it is in the County's strategic interest to expand services beyond the current municipal borders. Chairman Chapman inquired about the timeline for project completion provided that funding is awarded. Mr. Burrows informed that once award is made and all of the financial commitments are met, he estimated the project would be completed within 18-24 months. Commissioner Lemel inquired about the next steps should the money from the ARC not come through. Mr. Hallingse stated that the Alliance is positive about the ARC funding coming through. Additionally, the NC Industrial Development Fund has expressed a firm interest in this project. Otherwise, it will require a lot of work and pressing of some of our partners on the State level to really push for those funds. **The motion was approved unanimously.**

#### AMENDMENT TO VERIZON WIRELESS TOWER LEASE AGREEMENT

Communications Director Kevin Shook presented this item. Transylvania County currently has a tower space lease agreement with Verizon Wireless. Verizon Wireless is in the process of installing their own microwave backhaul equipment at all of their sites for load balancing of the system. This is being done in order to improve their communications. They are dissolving their relationship with Conterra, a nationwide provider of this service. They are proposing to amend the current lease for this additional equipment and increase the monthly rate of compensation by \$300 per month for an annual increase of \$3,600. The current contract is worth \$2,609.55/month.

**Commissioner Lemel moved to proceed with the lease amendment and allow Verizon Wireless to install the necessary equipment for their site to site backhaul, seconded by Commissioner Hawkins.** Commissioner Chappell clarified that the motion includes the \$300/monthly increase. Commissioner Lemel confirmed that it includes the increase. **The motion passed unanimously.**

#### CLARIFICATION OF STICKER SALES IN SOLID WASTE

The Manager presented this item. The purpose of this item was to clarify the intent of the Budget Ordinance regarding Solid Waste sticker sales, specifically making sure that Solid Waste staff understands that the Budget Ordinance is not meant to prohibit them from selling individual stickers. Staff had included language in the Budget Ordinance in an attempt to incentivize the purchase of stickers by sheet. The reason for doing this was to reduce the number of transactions for employees working at the convenience center sites. While that might seem like a fractional type of exchange, it adds up over time. At the same time, staff did not want to prohibit being able to sell individual stickers. Staff requested Commissioners clarify that they did not intend for the Budget Ordinance to prohibit staff from selling individual stickers at \$1.50 each.

**Commissioner Lemel moved to clarify that the Budget Ordinance for FY 19 regarding fees was not intended to prohibit individual Solid Waste sticker sales at \$1.50 each, seconded by Commissioners Chappell and Hawkins simultaneously and unanimously approved.**

#### BUDGET AMENDMENTS

Finance Director Gay Poor presented the following budget amendments for the Board's consideration and approval, all of which are carry forward funds appropriated in FY 18 for projects or purchases that were initiated in FY 18 and that will be completed in FY 19:

- \$5,945 for Animal Services for a slide-in animal control unit to be installed in an Animal Services truck
- \$2,500 for Housekeeping for cleaning floors at the Public Safety Facility
- \$234,561 for Maintenance for several capital repair projects
  - \$ 9,992 for painting at the Animal Shelter

- \$10,823 for remodeling the Public Safety Facility Command Center for a conference room
- \$66,189 for replacing a section of the roof for the Community Services Building
- \$950 for designing the HVAC system at the Community Services Building
- \$132,032 for repairing the cupola at the Courthouse
- \$14,575 for remodeling the Register of Deeds Office
- \$90,850 for Communications
  - \$16,000 for purchasing a mobile command unit
  - \$12,800 each for upgrading two tactical area communications towers #9 and #16
  - \$49,250 for upgrading the silent knight alarm receiver

If approved, these amendments will increase the General Fund budget by \$333,856, bringing it to a total of \$52,586,394.

**Commissioner Lemel moved to approve the requested budget amendments, seconded by Commissioner Phillips.** Commissioners thanked Ms. Poor for her service to the County and the Board of Commissioners. This was her final meeting serving as Finance Director. **The motion was unanimously approved.**

#### MANAGER'S REPORT

The Manager reported the following:

- Staff has been very busy conducting County business which covers a wide array of functions. Tonight's agenda showcased that County staff are working in a lot of different areas of the County and that staff are dedicated to providing service every day.
- Public Hearing on Mountain Ridge Protection Ordinance rescheduled from July 23 meeting to 2<sup>nd</sup> meeting in August to allow ample for advertising
- Commissioners, County Staff, Board of Education Members and School Administration will participate in a conference call with the Local Government Commission on Wednesday, July 25 at 9:30am in the Arthur C. Wilson, Jr. Conference Room in the County Administration Building in reference to the pre-application process for the General Obligation School Bond Referendum. A majority of both elected Boards is expected and the meeting is open to the public.
- Jonathan Griffin will serve as the Interim Finance Director with the Gay Poor's upcoming retirement. In addition to his Master's in Public Administration, Mr. Griffin has an undergraduate degree in Classics and Economics. In his career at UNC-A he worked with accounts receivable totaling \$23 million out of a total \$90 million budget, reconciled \$15 million worth of loan program accounts and processed \$2 million annually in scholarship transactions. His time with the County over the last two years has heavily involved him in our fiscal management policies and procedures, as well as in our budget and data analysis functions. The Manager is confident he will do his best to move forward based on the groundwork Ms. Poor has put into developing the Finance Department.
- Kudos to Director Mark Burrows and staff of the Planning & Community Development Department for being awarded the 2018 NC Marvin Collins Planning Award in the Outstanding Planning Award-Comprehensive Planning (Small Community) category for their work in developing the Transylvania County 2025 Comprehensive Land Use Plan. A big thanks to the Planning Board members for their hard work as well. The award will be presented during the NC Annual Planning Conference Awards Luncheon on September 13 at the MC Benton Jr Convention Center in Winston-Salem. County representation will be in attendance to accept the award.
- Kudos to Finance Director Gay Poor on her pending retirement on July 27- Gay has served the County for 16 years and will be greatly missed!

- County Attorney Misti Bass will be relocating with her family to Alamance County. While this is the best move for her, we are going to miss her terribly. Misti has accomplished a lot in her tenure with us and we are thankful that she is willing to work with us to bridge so that we can find her replacement. She thanked Commissioners for the opportunity to work for Transylvania County.

### PUBLIC COMMENT

Joe Castro: Mr. Castro stated he has been a resident of Transylvania County for 20 years and during this time was involved in the field of education for approximately 12 years. He applauded Commissioners for approving the bond order and adopting the resolution in order to move forward with the special referendum. Mr. Castro said this is a clear acknowledgement of the need for better buildings, schools, facilities, and infrastructure because that is what our children deserve. Mr. Castro announced he is a candidate for the Board of Education and he intends to campaign for voters to support the bond referendum and to vote in favor of it.

### COMMISSIONERS' COMMENTS

Commissioner Hawkins announced that former County Commissioner (and Chairman) Bob Masengill recently lost his son Scott to brain cancer. He fought it bravely and did not let it keep him from living his life. Our hearts go out to the Masengill family for their loss.

Chairman Chapman reported he, along with Commissioners Hawkins and Lemel, will be going to the NC Association of County Commissioners Annual Conference in Hickory at the end of August. It will be his last meeting as a member of the Board of Directors. He asked Commissioners to consider serving on the Board of Directors. Chairman Chapman thanked Misti Bass for her service to the Board and County and he wished her and her family the best.

### ADJOURNMENT

There being no further business to come before the Board, **Commissioner Lemel moved to adjourn the meeting at 9:05 p.m., seconded by Commissioner Hawkins and unanimously carried.**

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Larry L. Chapman, Chairman  
Transylvania County Board of Commissioners

ATTEST:

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Trisha M. Hogan, Clerk to the Board