



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, August 13, 2026 at 5:30 PM
Board Room, 83 Allen Street Sylva, North Carolina

AGENDA

CALL TO ORDER

APPROVAL OF AGENDA

All items listed and adopted are for discussion or possible action

APPROVAL OF CONSENT AGENDA

- [1.](#) August 13, 2026 Consent Agenda

PUBLIC COMMENTS

REPORTS

2. Mayor's Report
3. Commissioner's Report
4. Manager's Report

NEW BUSINESS

5. Fisher Creek Dam Presentation
6. Ridgeway Street Slope Repair Budget Amendment
- [7.](#) Resolution Approving the Use of Design-Build Construction Delivery Method
- [8.](#) Resolution Approving the Use of Design-Build for PARTF
- [9.](#) Resolution Approving the Use of Design-Build for Ridgeway Street Slope Failure

ADJOURNMENT

Town of Sylva
CONSENT AGENDA

August 13, 2026

1- APPROVE MINUTES: July 9, 2026, Regular Board Meeting; July 23, 2026, Regular Board Meeting

2- BUDGET AMENDMENT:

8 10-367-0400 Miscellaneous Grant \$ 5,000 C
 10-510-7102 PD Wal-Mart Grant 5,000 D

REF: To appropriate a Wal-Mart grant into the Police Department budget.

9 19-367-0300 FD State Revenue \$ 5,000 C
 19-530-7400 FD Capital 5,000 D

REF: To appropriate Black Cove mutual aid reimbursement into the Fire Department budget.

#10 10-399-0000 Fund Balance Appropriation \$ 14,685 C
 10-420-0200 Adm Wages 11,500 D
 10-420-0500 Adm FICA 900 D
 10-420-0700 Adm Retirement 1,715 D
 10-420-0800 Adm 401K 570 D

REF: To appropriate fund balance to cover additional salary related expenses within the Administration Department.

#11 10-399-0000 Fund Balance Appropriation \$ 400,000 C
 10-560-7600 SD Ridgeway Street Repair 400,000 D

REF: To appropriate fund balance to cover a landslide on Ridgeway Street that occurred on July 17, 2026, due to flash flooding. The slope failure was within the Town's right of way and needs repaired to maintain the street.

#12 10-399-0000 Fund Balance Appropriation \$ 9,150 C
 10-560-7600 SD Ridgeway Repair 9,150 D

REF: To appropriate fund balance to cover a bank failure on Ridgeway Street due to flash flooding. The Town will hire a contractor to clean up the damage caused by the drainage and street failure on the Davey property.

#13 19-367-0300 FD State Revenue \$ 2,946.50 C
 19-530-7400 FD Capital 2,946.50 D

REF: To appropriate Table Rock fire mutual aid reimbursement into the Fire Department budget.

3- RELEASES:

1 **Martin Galik, Smoky Mtn. Plumbing** ~ 2017 ~ Acct #2235 ~ PP/Interest \$226.70 ~ business was destroyed by Fire.

2 **No Name Sports Pub, LLC** ~ 2017 ~ Acct#3889 ~ PP/Interest \$737.42 ~ business was closed.

3 **Micheal Thomas** ~ 2020-2024 ~ Acct#5594 ~ PP/Interest \$85.81 ~ personal property incorrectly listed by the County.

4- REPORTS: (No new business registration)

1- Ad Valorem Tax Reports as of June 30, 2026

2- Statement of Revenues, Expenditures, Changes in Fund Balance as of June 30, 2026

3- Quarterly Finance Report as of June 30, 2026

4- Quarterly Special Revenue as of June 30, 2026

Tax Summary
as of June 30, 2026

(10-301-XX)	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	Total	Current Year	TOTALS
Starting Balances	54280.15	27507.36	14404.67	9193.08	8413.67	5331.96	4600.86	4282.07	2411.82	1747.04	132,172.68	\$2,827,207.32	10-281-0000
July	-1709.47		-341.05	-148.53							-2,199.05		-2,199.05
August	-141.85	-95.83	-92.62	-198.14							-528.44	-407,376.28	-418,099.98
September	-8071.28	-664.71	-512.45	-376.82	-273.58	-273.58	-275.64	-275.64			-10,723.70	-166,657.75	-170,087.93
October	-2443.33	-545.9	-440.95								-3,430.18	-487,585.15	-490,694.73
November	-1838.84	-1031.6	-239.14								-3,109.58	-1,234,210.28	-1,239,031.87
December	-4711.59	-16.48	-93.52								-4,821.59	-321,998.29	-329,165.58
January	-5859.72	-326.64	-648.42	-332.51							-7,167.29	-106,120.46	-105,741.31
February	981.19	-353.23	-210.53	-38.28							1,663.18	-26,425.61	-28,088.79
March	-518.78	-346.12	-327.2	-239.62	-231.46						-5,722.29	-172,100.47	-177,822.76
April	-3890.62	-409.49	-838.67	-296.81	-286.7						-1,274.08	-137,675.29	-138,949.37
May	-1274.08										-5,942.64	-3,066,092.22	-3,111,987.55
June	-1612.2	-840.33	-821.66	-1121.65	-602.31	-636.95	-275.64	-275.64	0	0	-45,895.33	-18,889.20	-18,984.82
July - June Totals	-31090.57	-4630.33	-4566.21	-2752.36	-1394.05	-910.53	-275.64	-275.64	0.00	0.00	-95.62	322,145.08	322,145.08
Releases			-47.81	-47.81							0.00		0.00
Add to Original Levy											0.00		0.00
Under Appeal											0.00		0.00
Bankruptcy											0.00		0.00
Refund/Adj											0.00		0.00
Subtotals	-31,090.57	-4,630.33	-4,614.02	-2,800.17	-1,394.05	-910.53	-275.64	-275.64	0.00	0.00	-45,990.95	-2,762,836.34	-2,808,827.29
EOY Adjustment													
(10-110-XX) Balance	\$23,189.58	\$22,877.03	\$9,790.65	\$6,392.91	\$7,019.62	\$4,421.43	\$4,325.22	\$4,006.43	\$2,411.82	\$1,747.04	86,181.73	\$64,370.98	\$150,552.71
Interest											Total		
July	106.77		102.56	45.47							254.80		254.80
August	80.31	1.44	51.38	1.86							134.99	1.54	134.99
September	678.66	70.72	193.40	114.71	120.83	145.55	168.21	192.93	1.13	1.54	1,687.68		1,689.22
October	210.66	96.81	17.64								325.11		325.11
November	167.57	190.92	19.86								378.35		378.35
December	482.37	3.09	6.48								491.94		491.94
January	492.09	135.75	148.14	126.17							902.15	2,021.64	2,923.79
February	30.5	49.13	45.85	14.98							140.46	2,920.42	3,060.88
March	127.94	61.29	73.85	94.79	115.51						473.38	989.07	1,462.45
April	572.81	73.63	234.71	119.67	141.18						1,142.00	7,402.77	8,544.77
May	136.76										136.76	6,916.79	7,053.55
June	222.52	193.21	262.83	523.78	298.65	376.02					1,877.01	348.15	2,225.16
Interest Collected	\$3,308.96	\$875.99	\$1,156.70	\$1,041.43	\$676.17	\$521.57	\$168.21	\$192.93	\$1.13	\$1.54	\$7,944.63	\$20,600.38	\$28,545.01
Submitted by: Amanda Murajda, Tax Collector												Collection Rate	97.9551%

Top 10 Delinquent Accounts (2025 & prior)

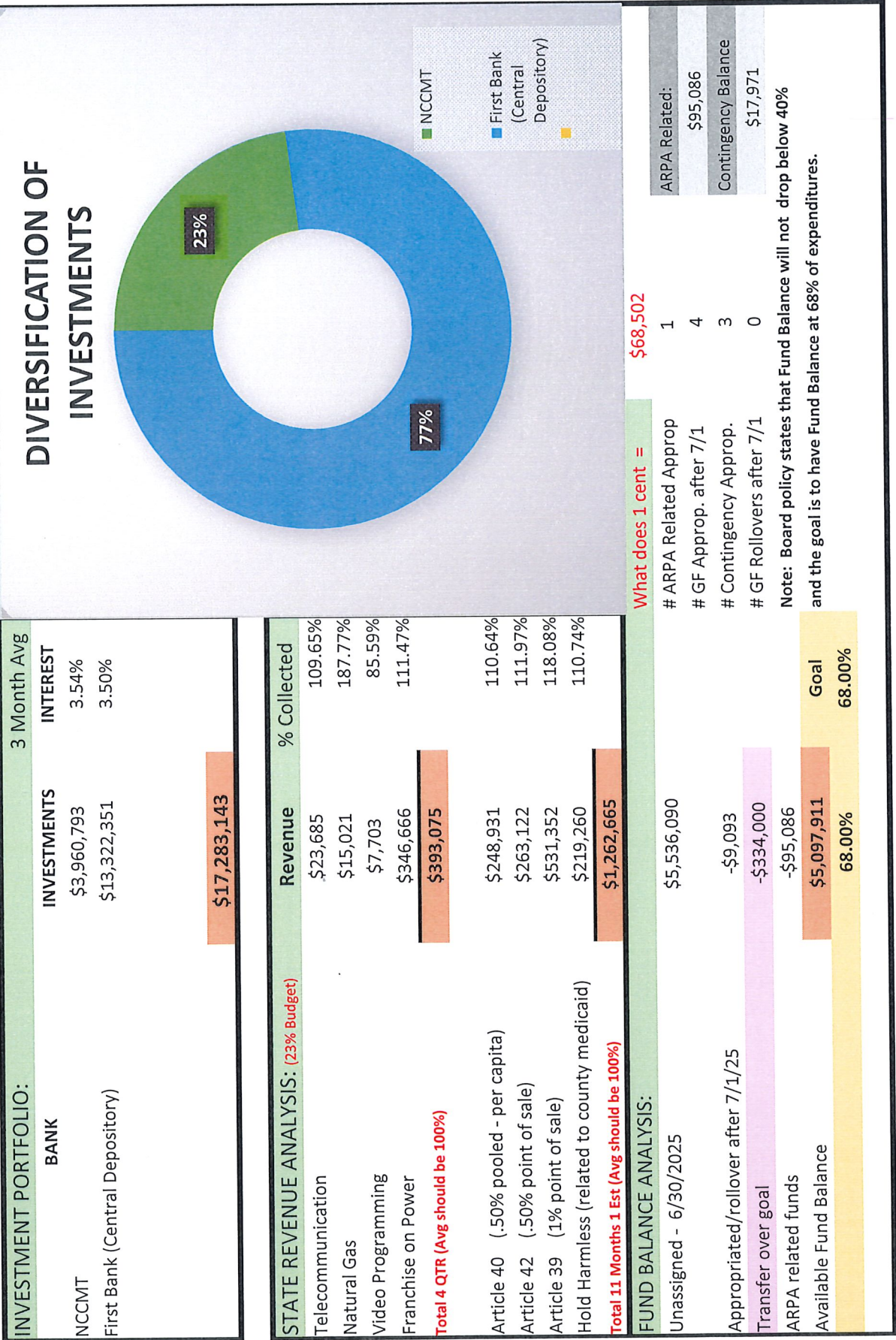
Name	Balance 6/30/2026
JTS Transport	\$ 13,965.17
American Sewing Corp	\$ 8,741.26
Gretta Worley	\$ 7,738.00
Mica Ridge Apartments LLC	\$ 7,042.60
Marjorie Herbert Smith	\$ 7,034.52
Mountain Park Urgent Care	\$ 6,380.71
Joe Wilson	\$ 6,250.05
David George Howell	\$ 6,084.37
Ray Ray Wilson	\$ 5,633.29
Tahala Brewing Company	\$ 3,824.37

General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
6/30/2026

		General Fund				Actual to	Statement	Variance
		2025-2026	Previously	2025-2026	Current	2025-2026	Budget	
		Budgeted	Reported	YTD Actual	Month	Budget Balance	Percent	Period
								12
Revenues:								
Ad valorem taxes	\$	2,713,680	\$ 3,241,807.48	\$ 3,295,079.03	\$ 53,271.55	\$ (581,399.03)	121.42%	100.00%
Other taxes and licenses	\$	2,200	3,020.00	3,250.00	\$ 230.00	\$ (1,050.00)	147.73%	100.00%
Unrestricted intergovernmental	\$	3,136,661	2,690,220.99	3,331,556.27	\$ 641,335.28	\$ (194,895.27)	106.21%	100.00%
Permits and Fees	\$	15,000	17,785.90	19,335.90	\$ 1,550.00	\$ (4,335.90)	128.91%	100.00%
Restricted intergovernmental	\$	324,908	279,171.58	289,466.22	\$ 10,294.64	\$ 35,441.78	89.09%	100.00%
Investment earnings	\$	133,800	284,579.12	311,130.90	\$ 26,551.78	\$ (177,330.90)	232.53%	100.00%
Other revenues	\$	70,867	86,127.84	89,121.15	\$ 2,993.31	\$ (18,254.15)	125.76%	100.00%
Total revenues	\$	6,397,116	6,602,712.91	7,338,939.47	736,226.56	\$ (941,823.47)	114.72%	100.00%
Expenditures:								
General Government	\$	1,329,650	913,907.01	1,165,543.44	251,636.43	164,106.56	87.66%	100.00%
Salaries & Benefits	\$	444,310	409,089.52	452,156.29	42,706.77			
Capital outlay	\$	23,144	19,696.00	19,696.00	-			
All other expenditures	\$	562,767	485,121.49	693,691.15	208,929.66			
Public Safety	\$	4,762,535	2,942,472.91	3,262,108.31	319,636.20	1,500,426.69	68.50%	100.00%
Salaries & Benefits	\$	1,944,964	1,648,453.26	1,858,464.63	210,011.37			
Capital outlay	\$	1,293,681	129,650.61	160,264.96	30,614.35			
All other expenditures	\$	1,325,073	1,164,369.04	1,243,378.72	79,010.48			
Culture and Recreation	\$	143,112	98,995.52	106,339.61	7,344.09	36,772.39	74.31%	100.00%
Salaries & Benefits	\$	35,300	21,213.57	23,241.42	2,027.85			
Capital outlay	\$	5,000	-	-	-			
All other expenditures	\$	102,812	77,781.95	83,098.19	5,316.24			
Transportation	\$	1,089,720	899,633.48	969,959.81	70,326.33	119,760.19	89.01%	100.00%
Salaries & Benefits	\$	358,500	308,831.71	339,252.42	30,420.71			
Capital outlay	\$	310,562	276,309.84	298,286.36	21,976.52			
All other expenditures	\$	420,658	314,491.93	332,421.03	17,929.10			
Economic and Physical Development	\$	-	-	-	-	-	0.00%	0.00%
Salaries & Benefits								
Capital outlay								
All other expenditures	\$	-	-	-	-			
Environmental Protection	\$	486,323	438,271.67	457,037.51	18,765.84	29,285.49	93.98%	100.00%
Salaries & Benefits	\$	104,500	87,996.02	97,181.38	9,185.36			
Capital outlay	\$	261,508	261,507.55	261,507.55	-			
All other expenditures	\$	120,315	88,768.10	98,348.58	9,580.48			
Total expenditures	\$	7,811,340	5,293,280.59	5,960,988.68	667,708.89	1,850,351.32	76.31%	100.00%
Revenues over expenditures	\$	(1,414,224)	1,309,432.32	1,377,950.79	68,517.67	(2,792,174.79)	-35.75%	
Other financing sources (uses):								
Transfers in	\$	289,000	289,000.00	-	-	-		
Appropriated fund balance	\$	436,093		-				
Transfers to other depts	\$	374,236	374,236.00					
ARPA Appropriations	\$	30,000						
Fund Balance rollover	\$	825,652						
Capital reserve fund	\$	272,500	272,500.00					
Lease Liability								
Sale of Assets	\$	37,000	44,666.00					
Interfund Loan	\$	200,000	200,000.00	-				
	\$	2,464,481	1,180,402.00	-				
Transfers to other funds:						-		
Contributed to GF fund balance	\$	-						
Transfers out	\$	716,257	716,257.00					
Transfer to Capital Reserve	\$	334,000	334,000.00	-				
	\$	1,050,257	1,050,257.00	-				
Total other financing sources (uses)	\$	1,414,224	130,145.00	-	-	-		
Revenues and other sources over expenditures and other uses	\$	-	1,439,577.32	1,377,950.79	68,517.67	(2,792,174.79)		

Analysis:

* Grant money budgeted - not received



CAPITAL RESERVE FUNDS:				REVOLVING LOAN FUND:	
General Fund	ESTIMATE	Fire Department	ESTIMATE	RLF Balance 6/30/25 minus sub Interest	\$104,939
GF Res 6/30/2025	\$1,127,749	FD Res. 6/30/2025	\$388,745		\$2,001
Transfer In GF (Over Goal)	\$334,000	FD DOI Earmarked	\$13,431	Investment in Real Estate	-\$52,435
Interest	\$44,909	Interest	\$6,088		
Due To/From	-\$200,000	2nd Pumper Truck	-\$250,000		
Appropriation 7/1/2025	-\$212,500	Appropriation 7/1/25	-\$39,000		
GF Available Funds	\$1,094,158	FD Available Funds	\$119,264		
				RLF Available Funds	\$54,505
FISHER CREEK ANALYSIS:				Fisher Creek Funds Available	
Bank Investments	Current Invested	FY Interest as of 6/30/2026	Current Interest Rate	Fund Balance	3,294,863
NCCMT	\$9,329	\$348.31	3.55%	Water Quality/SUB	-1,153,981
Entegra/Select Bank/First Bank	\$2,841,085	\$110,104.64	3.50%	Revenues	482,610
Community 1st/Dogwood Bank	\$0			Expenditures	-927,060
UICB	\$0			Funds Available	\$1,696,432
HomeTrust	\$0			ARPA Funds/Interest	127,010
Wachovia	\$0			Appropriations	-\$30,000
1st Citizen	\$0			Balance Remaining	\$97,010
	\$2,850,414	\$110,452.95	\$888,340		
Note: \$3,500,000 received from Clean Water Management Trust Grant 10/2007. The grant requires that \$1,400,000 (40%) be spent on water quality. Currently \$218,641 has been expended towards this purpose leaving \$1,181,359 remaining.				Total H2O Quality Interest	\$171,942
PROPERTY TAX ANALYSIS (49% Budget)				OUTSTANDING LOANS - General Government	
		Loan	P/I	Loan Payoff Year	Annual Debt
Budgeted	\$2,581,280				\$0
Original Billing	\$3,149,352				\$0
Est. 97.88% Collection	\$3,082,586				\$0
Collection/Releases	-\$3,084,981				
Discovery/Penalties	\$332,274				
Appeals (Total)	\$0				
Outstanding	\$64,371				
Collection % Rate	97.96%				
Prior Year Collection % Rate	97.88%				

Submitted by: Lynn Bryant, Finance Officer

Town of Sylva
Special Revenue Funds/Capital and Grant Project Quarterly Report
June 30, 2026

Item 1.

Public Art Fund (Fund 23) - Special Revenue Fund:

Original Ordinance (2017-01)	\$0
Fund Balance (6/30/2025)	\$4,410
Revenue - Donations/ Interest	\$155
Fund Balance Appropriation (Operating Budget)	-\$2,000
Expenditures	\$0
Balance to Date	\$2,565

Sidewalk SRF (Fund 27) - Special Revenue Fund:

Original Ordinance (2017-02)	Note: Amended from RLF	103,713
Budget Amendment #1 (Skyland Drive 7/11/19)		174,687
Budget Amendment #2 (Skyland Drive 3/12/20 - Note: Reapproved on 2/10/22)		2,800
GF Transfer In from GF (Hwy 107) - (Prepaid 40,131.38)		159,869
Budget Amendment #3 (Skyland Drive 11/12/22)		100,000
Revenue/Interest/Adjustment (since inception)		78,917
Expenditures (Skyland Drive)		-115,088
Highway 107 Prepaid NCDOT	\$40,131.00	
Accrued Liability for DOT Skyland Drive		-294,021
Balance to Date		\$210,877

Bryson Park/Playground (Fund 31) - SCIF Grant Capital Project Fund:

Original Ordinance (SCIF Grant 11612) (2/24/22)		3,000,000.00
Expenditures		-3,180,908.91
Amendment - Sales Tax Refund (11-14-2024)		56,711.85
Amendment -Interest thru (9/30/2024)(11-14-2024)		137,466.00
Sales Tax Refund		
Interest (Not Budgeted)	(137,503-137,466)	\$37
Balance to Date		13,268.94

Public Restrooms (Fund 30) - SCIF Grant Capital Project Fund:

Original Ordinance (SCIF Grant 11611) (2/24/22)		250,000
Amended - SWC Grant (Reimbursable) (5/12/22)		40,000
Amended - (SCIF Grant 11613) (10/27/2022)		100,000
Amended - Project Interest (SCIF #11611) (October 26, 2023)		8,900
Amended - ARPA Related Funds (10/26/2023)		209,773
Amended - ARPA Related Funds (12/14/2023)		5,976
Amended - ARPA Related Funds (3/14/2024)		22,000
Amended - SCIF Interest (SCIF #11611) 10/10/2024		3,573
Amended - SCIF Interest (SCIF #11613) 10/10/2024		5,949
Amended -Sales Tax Reimbursement (SCIF#11611)		1,259
Amended - Interest (11/14/2024)		9,462
Expenditures		-583,754
Close Out Project to Poteet Park Restrooms		-81,482
Sales Tax Refund	(1,259 -1,259)	3,533.75
Interest	(32,694.22-27,884)	4,810.22
Project Closed Out November 13, 2025		\$0

Facade Grant Improvement Program (Fund 33) - Grant Project Fund:

Original Ordinance (4/25/2024) JC TDA	20,000
Original Ordinance (4/25/2024) Community Foundation	10,000
Expenditures	-28,910
Interest	\$1,126
Balance to Date	\$1,090

Poteet Park Restroom Project (Fund 34) - Grant Project Fund:

Original Ordinance (8/8/2024) Closeout of Allen Street Capital Project Fund	200,000
Interest Amended (12/11/2025)	11,047
Closeout Public Restroom (12/11/2025)	81,482
Expenditures	-\$257,039
Interest (15,112 -11,047 = \$4,065)	\$15,112
Balance to Date	39,555.27

Scotts Creek Bridge Project (Fund 35) - Grant Project Fund:

Original Ordinance (8/8/2024) Closeout of Allen Street Capital Project Fund	125,000.00
Transfer In GF Year End (6/30/2024)	829,500.00
NCDTS Cashflow Loan (4/10/2025)	203,928.93
Closeout Bridge Park Project (May 8, 2025)	57,328.84
Transfer In GF FY 25-26	385,000.00
Amended Interest	51,000.23
Expenditures	-\$123,600.00
Interest (89,719 - 51,000.23 = \$38,718.77)	\$89,719
Balance to Date	1,528,158.00

Pinnacle Park - PARTF (Fund 36) - Grant Project Fund:

Original Ordinance (10/23/2025)PARTF Grant Award Reimbursement QTR Request	341,323
Fisher Creek Match - Non- Water Quality	341,324
Professional Services - Fisher Creek Non- Water Quality	68,000
Cash Flow - Fisher Creek Non-Water Quality- Match	0
Match (JCTDA)	341,322
Expenditures	
Interest	\$14,771
Balance to Date	\$1,091,969



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, July 9, 2026, at 5:30 PM

Board Room, 83 Allen Street Sylva, North Carolina

MINUTES

PRESENT: Blitz Estridge, Commissioner
Samuel McGuire, Commissioner
Joseph Waldrum, Commissioner
Brad Waldrop, Mayor Pro Tem

Paige Dowling, Town Manager
Amanda Murajda, Town Clerk
Eric Ridenour, Town Attorney

ABSENT: Perry Matthews, Commissioner
Johnny Phillips, Mayor

CALL TO ORDER

Mayor Phillips called the meeting to order at 5:30 p.m.

STAFF PRESENT: Members of the Sylva Fire Department, Robbie Carter (Assistant Police Chief) and Aimee Sumner (Police Chief).

VISITORS: Nelia Waldrum and Deborah Smith.

APPROVAL OF AGENDA

Commissioner Waldrum made a motion to approve the agenda. The motion carried with a unanimous vote.

APPROVAL OF CONSENT AGENDA

Commissioner McGuire made a motion to approve the consent agenda. The motion carried with a unanimous vote.

PUBLIC COMMENTS: None.

MAYOR'S REPORT: Mayor Pro Tem Waldrop reported that the July 4th celebration in town was a great success.

COMMISSIONER'S REPORT:

Commissioner McGuire reported that he attended the Historic Preservation Committee meeting on June 16, 2026, and they are working on events for Mountain Heritage Day and other events.

MANAGER'S REPORT:

- Manager Dowling reported the following:
- Employment updates: Detective Chris Cobb has taken a position in Florida with state investigations. Officer Katie Roberts has been promoted to detective. There are currently three patrol officer vacancies and a temporary maintenance position in Public Works.
 - FEMA is requiring a Phase 1 archaeological survey for the Scotts Creek wall project due to the amount of proposed ground disturbance. The State Historic Preservation Office issued a letter in February stating they did not have concerns with the project area so it was thought the step could be avoided, but it has to be done to move forward with FEMA. Dowling has signed an amended contract with JMT to submit a Phase 1 report responding to FEMA's request. The cost of the archaeological survey is \$12,500. This is the fastest way to move the project forward and get past this hurdle.
 - The next step with the PARTF grant is to issue an RFQ for a design-build team to build the trails and other elements.

NEW BUSINESS:

FIREFIGHTER OF THE YEAR AWARD: Mayor Pro Tem Waldrop presented the Firefighter of the Year award to Belinda Clawson.

ORDINANCE AMENDMENT—CHAPTER 24-6: UNREASONABLE LOUD OR DISTURBING SOUND LEVELS: The proposed ordinance amendment to Chapter 24 regulates data centers in the noise ordinance. Regulating the data center as part of the noise ordinance is reasonable because Sylva does not have large tracts of land to accommodate one. Zoning ordinances cannot outright ban uses, so this amendment restricts the use by noise and distance. *Commissioner McGuire made a motion to approve the ordinance amendment. The motion carried with a unanimous vote.*

PERSONNEL POLICY UPDATE: The personnel policy update is a result of the pay plan the MAPS Group presented March 26, 2026. It addresses minor public employment legislative requirements but does not include significant changes to our current personnel policy. *Commissioner Waldrum made a motion to approve the policy. The motion carried with a unanimous vote.*

SPECIAL EVENT PERMIT REQUEST—ALCOHOL SERVICE—CENTER FOR DOMESTIC PEACE: The Center for Domestic Peace is applying to serve alcohol September 12, 2026 at the Blue Ridge Peace Festival. Innovation Brewing and Lazy Hiker will be the beer vendors. Since the event serves alcohol on town property, board approval is required. *Commissioner Waldrum made a motion to approve the request. The motion carried with a unanimous vote.*

CLOSED SESSION: *Commissioner Estridge made a motion to enter closed session at 5:47 p.m. pursuant to NCGS. 143-318-11(a)(6) for personnel. The motion carried with a unanimous vote.*

Commissioner Waldrum made a motion to come out of closed session. The motion carried with a unanimous vote and the Board entered into regular session at 5:55 p.m. No action was taken during closed session.

ADJOURNMENT: *Commissioner Waldrum made a motion to adjourn the meeting at 5:55 p.m. The motion carried with a unanimous vote.*

Brad Waldrop
Mayor Pro Tem

Amanda W. Murajda
Town Clerk



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, July 23, 2026, at 9:00 AM

Board Room, 83 Allen Street Sylva, North Carolina

MINUTES

PRESENT: Blitz Estridge, Commissioner
Perry Matthews, Commissioner
Samuel McGuire, Commissioner
Johnny Phillips, Mayor

Paige Dowling, Town Manager
Amanda Murajda, Town Clerk
Eric Ridenour, Town Attorney

ABSENT: Joseph Waldrum, Commissioner
Brad Waldrop, Mayor Pro Tem

CALL TO ORDER

Mayor Phillips called the meeting to order at 9:00 a.m.

STAFF PRESENT: Mike Beck (Fire Chief), Bernadette Peters (Economic Dev. Director) Maleah Mathis (Police Lieutenant), Robbie Carter (Assistant Police Chief) and Jake Scott (Public Works Director).

VISITORS: Harold Hensley, Stacy Knotts, Christina Matheson,

APPROVAL OF AGENDA

Commissioner McGuire made a motion to remove the Fisher Creek Dam Presentation and move it to the August 13th meeting when all board members will be present. The motion carried with a unanimous vote. Commissioner McGuire made a motion to approve the agenda as amended. The motion carried with a unanimous vote.

PUBLIC COMMENTS: None.

MAYOR'S REPORT:

Mayor Phillips reported on a recent land slide on Ridgeway Street. Staff will be evaluating repairs.

COMMISSIONER'S REPORT:

Commissioner McGuire met with the Historic Preservation Committee and thanked Haven Bryant who put together a potential Jackson County Heritage recognition program, illustrating cultural, social, political or architectural significance places in Jackson County. Commissioner Estridge updated the board on the main street fountain repairs.

MANAGER'S REPORT: Manager Dowling reported the following:

- Employment Update: Austin Whitehead has accepted a Patrol Officer position. He previously worked for the Sheriff's Department. The Town is currently accepting applications for the Town Clerk position.
- Mayor Phillips and Manager Dowling met with Rep. Anna Ferguson to request a technical correction for the funding in the State budget. The request revised the wording to be "repairs to City and public works infrastructure" instead of "repairs to the public works maintenance building".
- The Southwestern Commission's annual meeting is Monday, July 27th at 5:00 p.m. at Betty's Creek.

PUBLIC WORKS DEPARTMENT REPORT: Jake Scott reported the following:

- Sylva received several inches of rain quickly late Friday afternoon July 17th that caused flooding in areas around Town. Public Works has been working to clean up the damage. There was a slope failure near the top of Ridgeway Street. It is approximately 30 feet long between two sections of the road in a switchback curve. There were a few

private properties affected by the slide. This will be a significant expense to the town. There was not an emergency declaration made. Scott and Dowling met with Rich Adams of Wurster and there is an estimate of \$400,000 to \$500,000 to repair the slide area.

- Community Table Update—in August there will be intense foundation repairs to the building. The Community Table is going to split the cost of repairs with the Town.
- Scotts Creek Retaining Wall project—The phase 1 archaeological study has been completed and there were no findings of concern. The report is currently being prepared so that it can be sent to FEMA to continue the process.
- The Pinnacle Park PARTF RFQ will be published soon.

POLICE DEPARTMENT REPORT: Robbie Carter, Assistant Police Chief, reported the following:

- Reviewed service calls for the month.
- Staffing updates: one vacancy has been filled, leaving two positions still open.
- Galadriel LaVere has partnered with Vaya Health for CIT training.
- Department continues to work on additional training and community involvement.

FIRE DEPARTMENT REPORT: Mike Beck, Fire Chief, reported the following:

- 1021 calls so far this year.

MAIN STREET REPORT: Bernadette Peters, reported the following:

- July 4th Celebration was very well attended
- Presented to the Sylva Rotary Club
- NC Main Street has funded a professional video shoot for July 31st for each of it's Main Street programs.

PLANNING BOARD REPORT: None.

TWSA BOARD REPORT: None.

NEW BUSINESS

SYLVA PRIDE PARADE APPEAL REQUEST: Mayor Phillips explained that a policy has been created in the past to allow the closure of Main Street for 5 events. He explained that the board needed to discuss the cost associated with parades. Commissioner Matthews reported that Sylva Pride is willing to have fundraisers to cover the cost of the parade. Phillips noted that he spoke with each board member and asked if they wanted to wait till all members were present. Dowling explained that the appeal would need to be decided at this meeting because NCDOT must be notified with the correct timeframe for a street closure. Phillips continued that strong consideration to treat everyone the same, welcoming and inclusive for everyone. Commissioner McGuire noted that this was a divisive topic and would like Sylva to be a welcoming place. Mayor Phillips added that it was also the board's responsibility to be fiscally responsible and there are several major repairs in progress. The board continued discussion about the event. Phillips called for a motion on the appeal. *Commissioner Matthews made a motion to approve the appeal for a 2-block route for the Sylva Pride Parade. Phillips asked if the motion included a payment for \$2,280 from Sylva Pride. Matthews explained that the fundraising by Sylva Pride was a show of good faith. McGuire added that he thought a compromise should be that the Town pays half of the cost and Sylva Pride pays half. The board discussed a deadline for the payment. Matthews amended his motion to be that the appeal was approved for a 2-block route with the Town and Sylva Pride each paying half of the cost of the event with the payment due by August 20, 2026. The motion carried with a 2-1 vote. Voting in the affirmative were Commissioners McGuire and Matthews. Voting against the motion was Commissioner Estridge.*

Commissioner Matthews made a motion to approve the road closure for the event. The motion carried with a 2-1 vote. Voting in the affirmative were Commissioners McGuire and Matthews. Voting against the motion was Commissioner Estridge.

ADJOURNMENT: *Commissioner McGuire made a motion to adjourn the meeting at 9:40 a.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Amanda W. Murajda
Town Clerk

Resolution Approving the Criteria for Use of the Design-Build Construction Delivery Method

WHEREAS, N.C.G.S 143-128.1A authorizes local governmental entities to utilize design-build contracts as an alternative project delivery method for public construction projects; and

WHEREAS, the Design-Build delivery method allows the Town Board of Commissioners to choose one firm to provide both design and construction services; and

WHEREAS, the Sylva Town Board of Commissioners must establish written criteria under which the Design-Build delivery method is appropriate for Town construction projects in accordance with N.C.G.S. 143-128.1A; and

NOW THEREFORE, BE IT RESOLVED, in accordance with N.C.G.S. 143-128.1A, that the Town of Sylva Board of Commissioners establishes the following criteria to determine whether using the Design-Build method is appropriate for a project:

1. Whether the Town can adequately and thoroughly define the project requirements in a request for qualifications for a design-builder.
2. Whether the Design-Build method reduces the amount of time necessary to complete the project.
3. Whether the Town has the ability to ensure a quality product can be delivered.
4. Whether the Town has the capability to manage and oversee the project, including the availability of experienced staff or outside consultants who are experienced with the Design-Build method of project delivery.
5. Whether the Town's good-faith efforts to comply with any applicable small business selection requirements will not be hindered.
6. Whether the Town's criteria include a cost-benefit analysis that compares the advantages and disadvantages of using the Design-Build delivery method in lieu of traditional construction bidding methods?

Additional factors the Town of Sylva shall utilize when considering advantages and disadvantages of Design-Build delivery method for each project include:

7. Whether the project requires flexibility to make appropriate decisions regarding the scope of the project as the project progresses;
8. Whether the total project budget is known and adequate for the Design-Build method;
9. Whether there is a maximum budget that must be adhered to allow negotiations and flexibility to make appropriate decisions on scope as the project progresses;
10. Whether the size of the project may lead to significant change orders increasing the cost of the total project;
11. Whether the project timeline is an important factor in completing the project within a short timeframe to avoid excessively burdening Town operations;

12. Whether the design-build method will improve project quality, innovation, constructability, or risk management.
13. Whether selecting the most qualified firm, instead of the lowest bidder, is preferable based on the above criteria and factors.

The Town Manager is authorized to apply these criteria when recommending use of the design-build method for specific projects.

Adopted this the 13th day of August, 2026.

Johnny Phillips, Mayor

Amanda Murajda, Town Clerk

Resolution Approving the Use of the Design-Build Delivery Method for the Pinnacle Park Parks and Recreation Trust Fund (PARTF) Grant Project

WHEREAS, N.C.G.S 143-128.1A authorizes local governmental entities to utilize design-build contracts as an alternative project delivery method for public construction projects; and

WHEREAS, the Town of Sylva Board of Commissioners, on August 13, 2026, adopted written criteria establishing the circumstances under which the design-build delivery method is appropriate for Town construction projects, in accordance with N.C.G.S. 143-128.1A; and

WHEREAS, the Town of Sylva has received grant funding through the North Carolina Parks and Recreation Trust Fund (PARTF) for improvements at Pinnacle Park; and

WHEREAS, the Town staff have evaluated the proposed project considering the Town's design-build criteria and determined that the design-build delivery method is appropriate for this project based on the following factors:

1. The Town's ability to thoroughly define the requirements and scope of the project and ensure a quality product will be delivered;
2. The Town's capability to oversee the project, with the ability of staff and consultants who are experienced with the design-build delivery method;
3. The project possesses one or more unique elements that would benefit from the design-build delivery method;
4. The project requires flexibility to make appropriate decisions regarding the scope of the project as the project progresses;
5. The benefits of concurrent design and construction processes achieve the Town's desired project schedule and grant timeframe;
6. The total project budget is known and adequate for the design-build method;
7. The enhanced potential for cost-certainty, fewer change orders, and reduced construction risk through a single design-build contract; and
8. The benefits from design-build delivery outweigh the advantages of a traditional design-bid-build method for this project;

NOW, THEREFORE BE IT RESOLVED, that the Town of Sylva Board of Commissioners finds that the Project meets the criteria for the design-build construction delivery method and therefore authorizes Town staff to use the design-build construction delivery method for this Project.

Adopted this the 13th day of August, 2026.

Johnny Phillips, Mayor

Amanda Murajda, Town Clerk

Resolution Approving the Use of the Design-Build Delivery Method for the Ridgeway Street Slope Failure

WHEREAS, N.C.G.S 143-128.1A authorizes local governmental entities to utilize design-build contracts as an alternative project delivery method for public construction projects; and

WHEREAS, the Town of Sylva Board of Commissioners, on August 13, 2026, adopted written criteria establishing the circumstances under which the design-build delivery method is appropriate for Town construction projects, in accordance with N.C.G.S. 143-128.1A; and

WHEREAS, the Ridgeway Street is a town-maintained street where a slope failure occurred during a heavy rain July 17, 2026, causing the storm drainage and a portion of the street to collapse; and

WHEREAS, the Town has identified the need to stabilize the slope to maintain Ridgeway Street; and

WHEREAS, the Town staff have evaluated the proposed repair considering the Town's design-build criteria and determined that the design-build delivery method is appropriate for this project based on the following factors:

1. The Town's ability to thoroughly define the requirements and scope of the project and ensure a quality product will be delivered;
2. The Town's capability to oversee the project, with the ability of staff and consultants who are experienced with the design-build delivery method;
3. The project possesses one or more unique elements that would benefit from the design-build delivery method;
4. The project requires flexibility to make appropriate decisions regarding the scope of the project as the project progresses;
5. The benefits of concurrent design and construction processes achieve the Town's desired project schedule and timeframe;
6. The anticipated project budget is adequate for the design-build method;
7. The enhanced potential for cost-certainty, fewer change orders, and reduced construction risk through a single design-build contract; and
8. The benefits from design-build delivery outweigh the advantages of a traditional design-bid-build method for this project;

NOW, THEREFORE BE IT RESOLVED, that the Town of Sylva Board of Commissioners finds that the Project meets the criteria for the design-build construction delivery method and therefore authorizes Town staff to use the design-build construction delivery method for this Project.

Adopted this the 13th day of August, 2026.

Johnny Phillips, Mayor

Amanda Murajda, Town Clerk