# TOWN OF SYLVA
# BOARD OF COMMISSIONERS
# REGULAR MEETING

Thursday, October 08, 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. October 8, 2026 Consent Agenda

**PUBLIC COMMENTS**

**REPORTS**

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

**NEW BUSINESS**

5. Sylva Health & Fitness Sidewalk
6. Resolution To Enter A Contract With YRU Contracting, Inc.

**ADJOURNMENT**

*Town of Sylva*
*CONSENT AGENDA*
*October 8, 2026*

*1- APPROVE MINUTES:* September 10, 2026, **Regular Board Meeting;** September 24, 2026**, Regular Board Meeting**

**2-** ***BUDGET AMENDMENT:***

| | | |
|---|---|---|
| **#19** | 10-353-0000 PD Donations | $ 250 C |
| | 10-510-3700 Community Policing | 250 D |

**REF: To record donations for Walk for Hope.**

| | | |
|---|---|---|
| **#20** | 25-399-0000 OPEB Fund Balance Approp. | $ 16,900 C |
| | 25-510-0911 OPEB HRA – Administration | 9,000 D |
| | 25-510-0300 OPEB Retiree Insurance Adm. | 1,600 D |
| | 25-510-0310 OPEB H-S-A – Administration | 6,300 D |

**REF: To appropriate retiree insurance and H-S-A payment into the OPEB Administration budget.**

| | | |
|---|---|---|
| **#21** | 10-420-0200 Administration Wages | $ 10,500 C |
| | 10-420-0000 Administration Vac Payout | 10,500 D |

**REF: Vacation payout for resignation.**

| | | |
|---|---|---|
| **#22** | 10-335-0000 Misc. Revenue | $ 22,750 C |
| | 10-510-0100 Wages/Salaries Aux. | 22,750 D |

**REF: To appropriate 2026 SBI Local Law Enforcement bonus into the Police Department budget.**

| | | |
|---|---|---|
| **#23** | 10-335-0000 Misc. Revenue | $ 1,000 C |
| | 10-450-1800 MS Community Promotion | 1,000 D |

**REF: To appropriate a Treat Street donation into the Main Street budget.**

*3- TAX RELEASES:*

**# 5 Sticky Brick Labs LLC ~ 2026 P#177426 A#5212 ~ Personal Property /Late List $14.27 ~ Business not listed in city limits.**

*4- REPORTS:*

1- Business Registration Permits as of **September 30, 2026**
2-Ad Valorem Tax Report as of **August 31, 2026**
3-Statement of Revenues, Expenditures, Changes in Fund Balance as of **August 31, 2026**

*5- OTHER:*

- **Resolution Authorizing the Sale of a 1987 FMC Roughneck Pumper Truck by Public Auction (R2026-15).** The Pumper is being relisted due to a defaulted payment. The truck will be listed on GovDeals starting October 19, 2026, at 8:30 a.m. and ending on October 29, at 4:00 p.m.
- **Resolution Authorizing Imposing the Duties of Finance Officer Upon the Town Manager (R2026-16).** The current Finance Officer will perform the duties of the office

until November 20, 2026 and will retire effective January 1, 2027. The duties of the Finance Officer will be imposed upon the Town Manager who serves as the Town's budget officer until a permanent Finance Officer assumes the duties of the position.

- **Resolution Authorizing Bank Account Signatories (R2026-17).** This resolution is being established to authorize signatories on all Town bank accounts. The positions authorized are for Town Manager, Finance Officer, and the mayor as a backup. Two (2) of the three (3) authorized signatories are always required.

# Tax Summary
## as of August 31, 2026

| (10-301-XX) | 2025 | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | Total | Current Year | TOTALS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Starting Balances | 64370.98 | 23189.58 | 22877.03 | 9790.65 | 6392.91 | 7019.62 | 4421.43 | 4325.22 | 4006.43 | 2411.82 | 1747.04 | 150,552.71 | $2,747,010.16 | 10-281-0000 |
| July | -3359.62 | -42.84 | | | | | -59.74 | -496.18 | -212.98 | | | -4,171.36 | -12,922.91 | -17,094.27 |
| August | -2464.56 | | | | | | | | | | | -2,464.56 | | -2,464.56 |
| September | | | | | | | | | | | | 0.00 | | 0.00 |
| October | | | | | | | | | | | | 0.00 | | 0.00 |
| November | | | | | | | | | | | | 0.00 | | 0.00 |
| December | | | | | | | | | | | | 0.00 | | 0.00 |
| January | | | | | | | | | | | | 0.00 | | 0.00 |
| February | | | | | | | | | | | | 0.00 | | 0.00 |
| March | | | | | | | | | | | | 0.00 | | 0.00 |
| April | | | | | | | | | | | | 0.00 | | 0.00 |
| May | | | | | | | | | | | | 0.00 | | 0.00 |
| June | | | | | | | | | | | | 0.00 | | 0.00 |
| **July - June Totals** | -5824.18 | -42.84 | 0 | 0 | 0 | 0 | -59.74 | -496.18 | -212.98 | 0 | 0 | -6,635.92 | -12,922.91 | -19,558.83 |
| **Releases** | | -13.62 | -14.86 | -12.10 | -12.10 | -11.69 | | | -540.21 | | | -604.58 | | -604.58 |
| **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** | -5,824.18 | -56.46 | -14.86 | -12.10 | -12.10 | -11.69 | -59.74 | -496.18 | -753.19 | 0.00 | 0.00 | -7,240.50 | -12,922.91 | -20,163.41 |
| **EOY Adjustment** | | | | | | | | | | | | | | |
| **(10-110-XX) Balance** | $58,546.80 | $23,133.12 | $22,862.17 | $9,778.55 | $6,380.81 | $7,007.93 | $4,361.69 | $3,829.04 | $3,253.24 | $2,411.82 | $1,747.04 | 143,312.21 | $2,734,087.25 | $2,877,399.46 |

| Interest | 2025 | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | Total | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| July | 202.56 | 7.16 | | | | | 297.67 | 340.63 | 84.80 | | | 932.82 | | 932.82 |
| August | 257.7 | | 100.00 | | | | | | | | | 357.70 | | 357.70 |
| September | | | | | | | | | | | | - | | - |
| October | | | | | | | | | | | | - | | - |
| November | | | | | | | | | | | | - | | - |
| December | | | | | | | | | | | | - | | - |
| January | | | | | | | | | | | | - | | - |
| February | | | | | | | | | | | | - | | - |
| March | | | | | | | | | | | | - | | - |
| April | | | | | | | | | | | | - | | - |
| May | | | | | | | | | | | | - | | - |
| June | | | | | | | | | | | | - | | - |
| **Interest Collected** | $460.26 | $7.16 | $100.00 | $0.00 | $0.00 | $0.00 | $297.67 | $340.63 | $84.80 | $0.00 | $0.00 | $1,290.52 | $0.00 | $1,290.52 |
| Submitted by: Amanda Murajda, Tax Collector | | | | | | | | | | | | | Collection Rate | 0.4704% |

## Top 10 Delinquent Accounts (2025 & prior)

| Name | Balance 8/31/2026 |
|---|---|
| JTS Transport | $ 14,140.15 |
| Gretta Worley | $ 7,817.90 |
| GL Mtn Apartments LLC | $ 7,116.80 |
| Mountain Park Urgent Care | $ 6,466.73 |
| Joe Wilson | $ 6,311.95 |
| David George Howell | $ 6,148.73 |
| Jimmy Ray Wilson | $ 5,699.75 |
| Marjorie Herbert Smith | $ 5,601.06 |
| erican Sewing Corp | $ 4,823.95 |
| tahala Brewing Company | $ 3,870.43 |

**General Fund**
**Statement of Revenues, Expenditures, and Changes in Fund Balances**
**8/31/2026**

| | General Fund | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 2026-2027 Budgeted | Previously Reported | 2026-2027 YTD Actual | Current Month | 2026-2027 Budget Balance | Actual to Budget Percent | Statement Period 2 | Variance |
| **Revenues:** | | | | | | | | |
| Ad valorem taxes | $ 2,907,954 | $ 18,039.25 | $ 33,417.32 | $ 28,299.15 | $ 2,874,536.68 | 1.15% | 16.67% | -15.52% * |
| Other taxes and licenses | $ 1,200 | 60.00 | 60.00 | $ - | $ 1,140.00 | 5.00% | 16.67% | -11.67% * |
| Unrestricted intergovernmental | $ 3,311,610 | 306,887.66 | 204,619.26 | $ 221,646.60 | $ 3,106,990.74 | 6.18% | 16.67% | -10.49% * |
| Permits and Fees | $ 15,500 | 3,430.00 | 7,211.00 | $ 3,781.00 | $ 8,289.00 | 46.52% | 16.67% | 29.86% |
| Restricted intergovernmental | $ 187,166 | 19,513.45 | 14,485.31 | $ 2,946.50 | $ 172,680.69 | 7.74% | 16.67% | -8.93% * |
| Investment earnings | $ 135,000 | 26,228.14 | 51,937.88 | $ 25,709.74 | $ 83,062.12 | 38.47% | 16.67% | 21.81% |
| Other revenues | $ 54,400 | 5,299.32 | 12,759.88 | $ 7,460.56 | $ 41,640.12 | 23.46% | 16.67% | 6.79% |
| Total revenues | $ 6,612,830 | 379,457.82 | 324,490.65 | 289,843.55 | $ 6,288,339.35 | 4.91% | 16.67% | -11.76% |
| **Expenditures:** | | | | | | | | |
| General Government | $ 1,178,055 | 118,443.72 | 204,008.49 | 86,367.45 | 974,046.51 | 17.32% | 16.67% | -0.65% ** |
| Salaries & Benefits | $ 509,740 | 37,162.89 | 74,644.58 | 37,777.21 | | | | |
| Capital outlay | $ 25,761 | - | - | - | | | | |
| All other expenditures | $ 562,767 | 81,280.83 | 129,363.91 | 48,590.24 | | | | |
| Public Safety | $ 5,114,660 | 434,613.25 | 654,388.62 | 225,831.95 | 4,460,271.38 | 12.79% | 16.67% | 3.87% |
| Salaries & Benefits | $ 2,133,485 | 148,935.91 | 148,935.91 | 148,935.91 | | | | |
| Capital outlay | $ 1,357,536 | 50,000.00 | 50,000.00 | 50,000.00 | | | | |
| All other expenditures | $ 1,325,073 | 235,667.34 | 455,452.71 | 26,896.04 | | | | |
| Culture and Recreation | $ 147,612 | 17,612.87 | 17,612.87 | 17,612.87 | 129,999.13 | 11.93% | 16.67% | 4.73% |
| Salaries & Benefits | $ 35,650 | 1,778.93 | 1,778.93 | 1,778.93 | | | | |
| Capital outlay | $ 5,000 | 3,622.85 | 3,622.85 | 3,622.85 | | | | |
| All other expenditures | $ 106,962 | 12,211.09 | 12,211.09 | 12,211.09 | | | | |
| Transportation | $ 1,342,625 | 98,062.41 | 98,062.41 | 98,062.41 | 1,244,562.59 | 7.30% | 16.67% | 9.36% |
| Salaries & Benefits | $ 407,170 | 28,587.63 | 28,587.63 | 28,587.63 | | | | |
| Capital outlay | $ 72,000 | 16,805.34 | 16,805.34 | 16,805.34 | | | | |
| All other expenditures | $ 863,455 | 52,669.44 | 52,669.44 | 52,669.44 | | | | |
| Economic and Physical Development | $ - | - | - | - | - | 0.00% | 0.00% | 0.00% |
| Salaries & Benefits | | | | | | | | |
| Capital outlay | | | | | | | | |
| All other expenditures | $ - | - | - | - | | | | |
| Environmental Protection | $ 496,450 | 25,698.40 | 25,698.40 | 25,698.40 | 470,751.60 | 5.18% | 16.67% | 11.49% |
| Salaries & Benefits | $ 119,820 | 7,647.58 | 7,647.58 | 7,647.58 | | | | |
| Capital outlay | $ 252,500 | - | - | - | | | | |
| All other expenditures | $ 124,130 | 18,050.82 | 18,050.82 | 18,050.82 | | | | |
| Total expenditures | $ 8,279,402 | 694,430.65 | 999,770.79 | 453,573.08 | 7,279,631.21 | 12.08% | 16.67% | 4.59% |
| Revenues over expenditures | $ (1,666,572) | (314,972.83) | (675,280.14) | (163,729.53) | (991,291.86) | -11.97% | | |
| **Other Financing Sources (Uses)** | | - | - | - | - | | | |
| Sale of capital assets | $ 10,000 | | - | | | | | |
| Lease liabilities issued | $ - | | | | | | | |
| Transfers (to) from other funds | $ 1,656,572 | | 15,300.00 | | | | | |
| | | | | | - | | | |
| | | - | - | | - | | | |
| | | - | - | - | | | | |
| Total other financing sources (uses) | $ 1,666,572 | - | 15,300.00 | - | - | | | |
| Revenues and other sources over expenditures and other uses | $ - | (314,972.83) | (659,980.14) | (163,729.53) | (991,291.86) | | | |

**Analysis:**

* Timing on tax and state revenues
** Credit card distribution required

**R2026-15**

## Resolution Authorizing the Sale of Town Personal Property by Public Auction

**WHEREAS**, the Board of Commissioners of the town of Sylva, North Carolina desire to declare surplus and dispose of certain Town owned personal property,

**WHEREAS,** G.S. 160A-270 (b) allows for the disposal of surplus personal property through public auction,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Sylva that:

- The following described property is hereby declared to be surplus to the needs of the Town of Sylva:

  **CA# 0367 1987 Spartan Fire Pumper Truck**: Vin#1S9AT6L03HC185267
  Estimated Value $5,000 or greater.

- The Finance Officer is authorized to receive, on behalf of the Town of Sylva, bids at public auction for the purchase of the described property.

- The public auction will be held through GovDeals, an online governmental surplus auction service (www.govdeals.com). The auction will start on October 19, 2026 at 8:30 a.m. and end on October 29, 2026 at 4 p.m. The terms of the sale shall be that the above listed items will be sold "as is" with no express of implied warranties.

- The highest bid, if it complies with the terms of the sale, may be accepted by the Town of Sylva and the sale consummated.

- The Town Clerk shall cause a notice of the public auction to be advertised solely by electronic means in accordance with G.S. 106A-270 (c). This will be accomplished by linking GovDeals to the Town of Sylva website at (www.townofsylva.org). The online auction will run for ten days; thus, meeting the advertising requirements.

ADOPTED this 8th day of October 2026.

_____
Johnny Phillips, Mayor

Attest:

_____
Angela D. Stanley, Town Clerk

**R2026-16**

**Resolution Imposing the Duties of Finance Officer Upon the Town Manager**

**WHEREAS**, N.C. Gen. Stat. § 159-24 requires the Town to have a Finance Officer at all times and permits the duties of the Finance Officer to be imposed upon the budget officer; and

**WHEREAS,** the Town Manager serves as the Town's budget officer pursuant to N.C. Gen. Stat. § 159-9; and

**WHEREAS**, the Town's current Finance Officer will perform the duties of the office through November 20, 2026, and will retire effective January 1, 2027; and

**WHEREAS,** the Board desires to ensure continuity of the Town's financial operations during this transition;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Sylva that:

1. Effective November 21, 2026, the duties of Finance Officer are hereby imposed upon the Town Manager pursuant to N.C. Gen. Stat. §§ 159-9 and 159-24.
2 The Town Manager shall perform the statutory duties of the Finance Officer, including applicable preaudit, accounting, disbursement, and financial reporting responsibilities, until a permanent Finance Officer assumes the position.
3. The Town shall maintain appropriate internal controls to the extent reasonably practicable given its staffing level, and shall use compensating review procedures where complete segregation of duties is not possible.
4. The Town Manager is authorized to take all necessary administrative actions to ensure an orderly transition of financial records, banking authority, accounting system access, and other Finance Officer responsibilities.
5. This designation shall remain in effect until a permanent Finance Officer assumes the duties of the position or until otherwise modified by the Board.

ADOPTED this 8th day of October, 2026.

_____
Johnny Phillips, Mayor

ATTEST:

_____
Angie D. Stanley, Town Clerk

**R2026-17**

## RESOLUTION AUTHORIZING BANK ACCOUNT SIGNATORIES

**BE IT RESOLVED** by the Board of Commissioners of the Town of Sylva that the Mayor, Town Manager, and Finance Officer are hereby authorized signatories on the Town's bank accounts.

**BE IT FURTHER RESOLVED** that all checks, withdrawals, and other disbursements of Town funds shall require the authorization or signatures of any two (2) of the three (3) authorized signatories.

**BE IT FURTHER RESOLVED** that the designated officials are authorized to execute all necessary bank signature cards and related documents on behalf of the Town, subject to applicable North Carolina law and Town policies.

Adopted this 8th day of October, 2026.

_____

Johnny Phillips, Mayor

ATTEST:

_____

Angela D. Stanley, Town Clerk

# TOWN OF SYLVA
# BOARD OF COMMISSIONERS
# REGULAR MEETING

Thursday, September 10, 2026, at 5:30 PM

Board Room, 83 Allen Street Sylva, North Carolina

## MINUTES

**PRESENT:** Perry Matthews, Commissioner
Samuel McGuire, Commissioner
Johnny Phillips, Mayor
Blitz Estridge, Commissioner
Brad Waldrop, Mayor Pro Tem

Paige Dowling, Town Manager
Angela Stanley, Town Clerk
Eric Ridenour, Town Attorney

**ABSENT:** Joseph Waldrum, Commissioner

**CALL TO ORDER**
*Mayor Phillips called the meeting to order at 5:30 p.m.*

**STAFF PRESENT:** Amanda Murajda (HR Officer).

**VISITORS:** Robin Garrett, Mardy Ashe, Ron Arps, Deborah Smith, Justin Castle, Representative Anna Ferguson.

**APPROVAL OF AGENDA**
*Commissioner McGuire made a motion to approve the agenda. The motion carried with a unanimous vote.*

**APPROVAL OF CONSENT AGENDA**
*Commissioner Estridge made a motion to approve the consent agenda. The motion carried with a unanimous vote.*

**PUBLIC COMMENTS:** Ron Arps, with Jackson Environmental Stewards, addressed the board about a project to increase the number of trees in Sylva. They would like to plant approximately a thousand trees along the Highway 107 corridor. The organization would use grant funding and would like a letter of support from the board supporting this project.

Deborah Smith expressed her appreciation for the approval of the Veteran's parade.

**MAYOR'S REPORT:** None.

**COMMISSIONER'S REPORT:**
Commissioner McGuire reminded the board of Jackson County's 175th anniversary Saturday September 12, 2026, 4pm-8pm at the Whittier Heritage grounds. Mayor Pro-tem Waldrop expressed his appreciation to the board for the approval of the Veteran's parade during his absence. He noted one concern regarding the July 4th parade in Dillsboro about participants marching wearing confederate uniforms and carrying confederate flags. Commissioner Estridge reported that during last month's Main Street Association meeting, it was good to see tourists downtown from across the United States. Commissioner Matthews reported that Reflections of Inspiration will be hosting a golf tournament, "Driving out violence one swing at a time", on October 11th at the Smoky Mountain Country Club.

**MANAGER'S REPORT:** Manager Dowling reported the following:

- Employment Updates:
  - Waterfall Gardens apartment complex project on Savannah Drive received a federal housing grant.
  - Jaden Johnson was hired to fill the vacancy at the Fire Department. They are fully staffed now.

- Scott Creek Retaining Wall Update: FEMA has reviewed the edited Phase 1 Archaeological Survey, and it has been sent to the requesting State and Tribal parties to review. October 8, 2026, is the deadline for the comment period.
- Neither the Ridgeway Street RFQ nor the PARTF RFQ received the required three responses, so they have been readvertised with a new due date of September 15th. After advertising twice, only one RFQ is required.
- Tax bills were mailed to property owners late last week.

**NEW BUSINESS:**

**PROCLAMATION FOR CONSTITUTION WEEK 2026:** Mardy Ashe, representing the National Society of the Daughters of American Revolution, addressed the board and requested approval of a Proclamation that declares September 17-23 as Constitution week. *Commissioner Waldrop made a motion to approve the proclamation. The motion carried with a unanimous vote.*

**SPECIAL EVENT STREET CLOSURE RESOLUTIONS:**

**(A) EVENT RESOLUTION—TREAT STREET:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having a "Treat Street" festival for Halloween on October 31, 2026.

**(B) EVENT RESOLUTION—WCU HOMECOMING PARADE:** A request has been made by Western Carolina University to close Main Street for the purpose of having a homecoming parade on October 23,2026.

**(C) PARADE RESOLUTION—CHRISTMAS PARADE:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having a Christmas parade on December 6, 2026.

**(D) EVENT RESOLUTION—GREENING UP THE MOUNTAINS:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having the Greening Up the Mountains festival on April 24, 2027.

**(E) EVENT RESOLUTION—JULY 4TH CELEBRATION:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having a July 4th celebration on July 4, 2027.

Mayor Phillips explained there had been a lot of discussion regarding parades and establishing a policy. He also noted that some board members would like to make adjustments to the resolutions presented on this agenda. Commissioner Waldrop expressed interest in approving events for the remainder of this fiscal year and agrees it would be helpful to revisit a policy specifically trying to address differences between parades and street closures. The board discussed other options and routes but staff will need to evaluate all concerns. *Commissioner Waldrop made a motion that all resolutions for the remainder of this fiscal year, which would remove the July 4th resolution be approved. The July 4th temporary street closure resolution will be revisited at a later date. The motion was carried with a unanimous vote.*

**ADJOURNMENT:** *Commissioner Waldrop made a motion to adjourn the meeting at 5:54 p.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Angela D. Stanley
Town Clerk

**TOWN OF SYLVA**
**BOARD OF COMMISSIONERS REGULAR MEETING**

Thursday, September 24, 2026, at 9:00 AM

Board Room, 83 Allen Street Sylva, North Carolina

# MINUTES

**PRESENT:** Brad Waldrop, Mayor Pro Tem
Perry Matthews, Commissioner
Samuel McGuire, Commissioner
Johnny Phillips, Mayor
Joseph Waldrum, Commissioner

Paige Dowling, Town Manager
Angela D Stanley, Town Clerk
Eric Ridenour, Town Attorney

**ABSENT:** Blitz Estridge, Commissioner

**CALL TO ORDER**
*Mayor Phillips called the meeting to order at 9:00 a.m.*

**STAFF PRESENT:** Mike Beck (Fire Chief), Robbie Carter (Assistant Police Chief), Amanda W. Murajda (HR officer) Aimee Sumner (Police Chief), Bernadette Peters (Economic Development Director), Maleah Mathis (Lieutenant) and Jake Scott (Public Works Director).

**VISITORS**, Deborah Smith, Faustine McDonald, Jeannine Sowers, Cris Weatherford, Marie Cochran.

**APPROVAL OF AGENDA**
*Commissioner McGuire made a motion to approve the agenda. The motion carried with a unanimous vote.*

**APPROVAL OF CONSENT AGENDA**
*Commissioner Waldrum made a motion to approve the consent agenda. The motion carried with a unanimous vote.*

**PUBLIC COMMENTS:** None.

**MAYOR'S REPORT:**
Mayor Phillips reported that he attended a meeting with Chief Hicks, of the EBCI, regarding the 441 corridor.

**COMMISSIONER'S REPORT:**
Commissioner McGuire reported on attending the Pinnacle Park committee meeting September 14, 2026, and the Historic Preservation committee meeting September 21, 2026. The Historic Preservation committee continues to prepare for Mountain Heritage Day. Commissioner Waldrop reported that the Southwestern Community College sociology students will be interviewing candidates for Jackson County commissioner at the Burrell building on the campus of Southwestern Community College Thursday September 24, 2026. Commissioner Waldrum stated that the Pride Parade went well, and he acknowledged the amount of work that it took. Commissioner Matthews thanked everyone who came out to support and volunteer at the Pride Parade. He additionally mentioned the opening of the new Sylva Health and Fitness Gym.

**MANAGER'S REPORT:** Manager Dowling reported the following:

- Sylva Pride paid for all expenses of the Pride Parade including the planning costs for staff time to plan the event.
- YRU Contracting has been selected for the PARTF RFQ. YRU was the only proposal after advertising twice. YRU did the work on the RTP grant and we look forward to working with them again.

**NEW BUSINESS**

**RESOLUTION OF ACCEPTANCE-GRANT FUNDING- DOWNTOWN STORMWATER REHABILITATION:** The Town has received a $968,651 grant from the NC Commerce Department to rehabilitate the stormwater system and drop inlet at the Ritz lot. The grant does not have a match. The Southwestern Commission submitted the application and will assist with administration. This resolution accepts the grant funding and allows the manager to sign the contract and begin implementing the project. *Commissioner McGuire made a motion to approve the resolution. The motion carried with a unanimous vote.*

**ART PROPOSAL:** Faustine McDonald and Marie Cochran addressed the board regarding a revised public art proposal in memory of Victoria Casey-McDonald. They requested from the board a letter of support to use for seeking Monuments Across Appalachian Places grant funds for commemorative signage honoring Victoria Casey-McDonald. *Commissioner Brad Waldrop made a motion to approve their request for a letter of support. The motion carried with a unanimous vote.*

**JACKSON COUNTY DEPARTMENT OF SOCIAL SERVICES FY2025-2026 PRESENTATION:**
Cris Weatherford, Director of Jackson County Department of Social Services, gave a presentation to the board on the department's annual statistics, projects and funding sources.

**ADJOURNMENT:** *Commissioner Waldrop made a motion to adjourn the meeting at 10:16 a.m. The motion carried with a unanimous vote.*

_____
Johnny Phillips
Mayor

_____
Angela D. Stanley
Town Clerk

# RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A CONTRACT WITH YRU CONTRACTING, INC. (PARTF Grant Pinnacle Park)

**WHEREAS,** the Town of Sylva owns and maintains Pinnacle Park for public recreation and conservation purposes; and

**WHEREAS,** the Town desires to undertake improvements to Pinnacle Park that will enhance public access, recreation, safety, and the long-term stewardship of the property; and

**WHEREAS,** the Town has received funding through the North Carolina Parks and Recreation Trust Fund (PARTF) to support eligible improvements at Pinnacle Park; and

**WHEREAS,** pursuant to North Carolina General Statute § 143-128.1A, the Town Board has previously authorized the use of the design-build delivery method for the Pinnacle Park improvements; and

**WHEREAS,** in accordance with the Request for Qualifications and qualifications-based selection procedures set forth in North Carolina General Statute § 143-128.1A, the Town selected YRU to provide design-build services for the Pinnacle Park improvements, subject to final contract terms, available appropriations, PARTF grant requirements, and all applicable laws and regulations; and

**WHEREAS,** the Town Council finds that entering into a contract with YRU will advance the public purposes of the PARTF grant and facilitate timely completion of the authorized improvements.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Sylva that the Town Manager is authorized to negotiate, execute, and administer a design-build contract with YRU for $682,646.00 in improvements to Pinnacle Park, together with any related documents and amendments. The project shall be paid with funds awarded through the North Carolina Parks and Recreation Trust Fund (PARTF) grant, subject to the approved project scope, available and duly appropriated funds, the terms and conditions of the grant, and applicable law.

**BE IT FURTHER RESOLVED** that the Town Manager is authorized to take all actions reasonably necessary to carry out the intent of this Resolution.

Adopted this ____ day of _____, 2026.

| | |
|---|---|
| _____ | _____ |
| Johnny Phillips | Angela D. Stanley |
| Mayor | Town Clerk |