



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, August 14, 2025 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 14, 2025 Consent Agenda

PUBLIC COMMENTS

REPORTS

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

NEW BUSINESS

5. Skate Park Donation Request from Jackson County
6. Schedule Ribbon Cutting for Bryson Park September 25, 2025 9:00 am
7. Reschedule September 25, 2025, Regular Board Meeting to 9:30 am or Immediately Following Bryson Park Ribbon Cutting
8. Cancel November 27, 2025 Regular Board Meeting
9. Cancel November 27, 2025 Planning Board Meeting
10. Cancel December 25, 2025 Regular Board Meeting
11. Cancel December 25, 2025 Planning Board Meeting

ADJOURNMENT

Town of Sylva
CONSENT AGENDA
August 14, 2025

1- APPROVE MINUTES: July 10, 2025, **Regular Board Meeting;** July 24, 2025, **Regular Board Meeting**

2- BUDGET AMENDMENT:

| | |
|--|-------------|
| #8 10-399-0300 ARPA Related Fund Balance Approp. | \$ 30,000 C |
| 10-660-1600 ARPA Expense | 30,000 D |

REF: To appropriate \$30,000 from ARPA Related funding to contribute to the Jackson County Skate Park.

3- REPORTS:

- 1- New Business Registration
- 2- Ad Valorem Tax Reports as of June 30, 2025
- 3- Statement of Revenues, Expenditures, Changes in Fund Balance as of June 30, 2025
- 4- Quarterly Finance Report as of June 30, 2025
- 5- Quarterly Special Revenue as of June 30, 2025

4- TAX SETTLEMENTS:

- 1- 2024 Ad Valorem Tax Settlement
- 2- 2024 Delinquent Tax Settlement – (2014-2023)
- 3- 2024 Prepaid Ad Valorem Tax Settlement
- 4- \$5.00 or Less Settlement
- 5- \$1.00 or Less Over/ Under Settlement
- 6- 2014 Ad Valorem Tax Release
- 7- Insolvent Tax Settlement

5- OTHER:

- *Based on G.S. 105-373(a)(1)b the insolvent list will be advertised in **The Sylva Herald** on **August 21, 2025**.*
- *Lynn Allen Bryant – Deputy Tax Collector – Board authorization to collect taxes (see attachment) bonded under Tax Collector.*
- *Amanda Murajda - Tax Collector – Board authorization to bill and collect taxes (see attachment) bonded for **\$400,000**.*

Business Registration Permit Application
July 2025

Item 1.

| <u>Date Submitted</u> | <u>Business Name</u> | <u>Business Location</u> | <u>Owner</u> |
|-----------------------|--|--------------------------|----------------|
| 7/14/2025 | Golden Tan LLC (dba Electric Cowgirl Tanning) (change of ownership) | 58 Sunrise Park | Rebecca Holley |

Tax Summary
as of June 30, 2025

| (10-301-XX) | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | Total | Current Year | TOTALS |
|---|-------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|----------------|-----------------|
| Starting Balances | 48668.17 | 20666.09 | 11217.88 | 9177.7 | 6102.32 | \$377 | 4626.93 | 2726.05 | 1747.04 | 1275.7 | 111,584.88 | \$2,176,717.75 | 10,281,000.00 |
| July | -855.67 | -202.88 | | | | | -6.55 | | | | -1,065.10 | | -1,065.10 |
| August | -833.26 | -470.15 | -760.85 | | | -50.85 | | | | | -2,115.11 | | -2,115.11 |
| September | -4286.56 | -232.91 | | | | -120.18 | | | | | -4,639.65 | -265,742.26 | -270,381.91 |
| October | -97.91 | -197.31 | | | | -128.49 | | | | | -423.71 | -135,849.18 | -136,272.89 |
| November | -897.29 | -1279.83 | | | | -73.13 | | | | | -2,250.25 | -328,991.79 | -331,242.04 |
| December | -2461 | -216.56 | -49.81 | | | | | | | | -2,727.37 | -1,130,306.05 | -1,133,033.42 |
| January | -2905.12 | -668.27 | -144.19 | | -73.72 | | | | | | -3,791.30 | -228,005.28 | -231,796.58 |
| February | -997.25 | -1.4 | -145.27 | | -207.78 | | | | | | -1,351.70 | -57,113.87 | -58,465.57 |
| March | -2244.11 | -1907.71 | -365.22 | -61.06 | -88.38 | | | | | | -4,666.48 | -44,926.35 | -49,592.83 |
| April | -3286.2 | -200.7 | -146.52 | -262.37 | -64.69 | -65.18 | | | | | -4,025.66 | -18,356.97 | -22,382.63 |
| May | -1234.1 | -144.28 | -294.28 | -329.46 | -335.79 | -338.31 | -338.31 | -314.23 | | | -3,328.76 | -11,912.33 | -15,241.09 |
| June | -492.38 | -184.68 | -118.66 | -111.14 | | | | | | | -906.86 | -1,741.87 | -2,648.73 |
| July - June Totals | -20590.85 | -5706.68 | -2024.8 | -764.03 | -770.36 | -776.14 | -344.86 | -314.23 | 0 | 0 | -31,291.95 | -2,222,945.95 | -2,254,237.90 |
| Releases | | | | | | | | | | | -1,124.70 | -2,294.89 | -3,419.59 |
| Add to Original Levy | -569.96 | -554.74 | | | | | | | | | 0.00 | 102,803.24 | 102,803.24 |
| Under Appeal | | | | | | | | | | | 0.00 | | 0.00 |
| Bankruptcy | | | | | | | | | | | 0.00 | | 0.00 |
| Refund/Adj | | | | | | | | | | | 0.00 | | 0.00 |
| Subtotals | -21,160.81 | -6,261.42 | -2,024.80 | -764.03 | -770.36 | -776.14 | -344.86 | -314.23 | 0.00 | 0.00 | -32,416.65 | -2,122,437.60 | -2,154,854.25 |
| EOY Adjustment | | | | | | | | | | | | | |
| (10-110-XX) Balance | \$27,507.36 | \$14,404.67 | \$9,193.08 | \$8,413.67 | \$5,331.96 | \$4,600.86 | \$4,282.07 | \$2,411.82 | \$1,747.04 | \$1,275.70 | 79,168.23 | \$54,280.15 | \$133,448.38 |
| Interest | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | Total | | |
| July | 25.09 | 5.08 | | | | 118.40 | 0.05 | | | | 148.62 | | 148.62 |
| August | 60.48 | 105.57 | 13.04 | 50.00 | | 70.15 | | | | | 299.24 | | 299.24 |
| September | 338.54 | 10.50 | | | | 4.82 | | | | | 353.86 | | 353.86 |
| October | 34.12 | 1.48 | 120.00 | | | 1.51 | | | | | 157.11 | | 157.11 |
| November | 119.37 | 230.19 | | | 51.32 | 0.55 | | | | | 401.43 | | 401.43 |
| December | 270.79 | 37.92 | 94.19 | | | | | | | | 402.90 | 86.37 | 489.27 |
| January | 359.97 | 102.8 | 5.81 | | 122.28 | | | | | | 590.86 | 1,385.52 | 1,976.38 |
| February | 140.21 | 0.11 | 4.73 | | 2.22 | | | | | | 147.27 | 1,539.89 | 1,687.16 |
| March | 271.57 | 409.98 | 70.34 | 145.9 | 0.66 | | | | | | 898.45 | 1,567.89 | 2,466.34 |
| April | 430.52 | 19.37 | 17.95 | 166.36 | 200.16 | 234.57 | 227.26 | 197.86 | | | 1,494.05 | 844.00 | 2,338.05 |
| May | 195.3 | 33.13 | 46.09 | | | | | | | | 274.52 | 530.61 | 805.13 |
| June | 74.72 | 173.98 | 95.38 | 1.66 | | | | | | | 345.74 | 58.89 | 404.63 |
| Interest Collected | \$2,320.68 | \$1,130.11 | \$467.53 | \$363.92 | \$376.64 | \$430.00 | \$227.31 | \$197.86 | \$0.00 | \$0.00 | \$5,514.05 | \$6,013.17 | \$11,527.22 |
| Submitted by: Amanda Murajda, Tax Collector | | | | | | | | | | | | | Collection Rate |
| | | | | | | | | | | | | | 97.6188% |

Top 10 Delinquent Accounts (2024 & prior)

| Name | Balance 6/30/2025 |
|------------------------|----------------------|
| JTS Transport | \$ 10,913.27 |
| Dorothy Worley | \$ 6,545.36 |
| Joe Wilson | \$ 6,252.11 |
| Kelly Robinson | \$ 5,831.63 |
| Marjorie Herbert Smith | \$ 5,676.97 |
| David George Howell | \$ 5,385.07 |
| Angela George | \$ 4,865.65 |
| Jimmy Ray Wilson | \$ 4,184.06 |
| Jahala Brewing | \$ 3,548.01 |
| Train Park Urgent Care | \$ 3,232.12 |

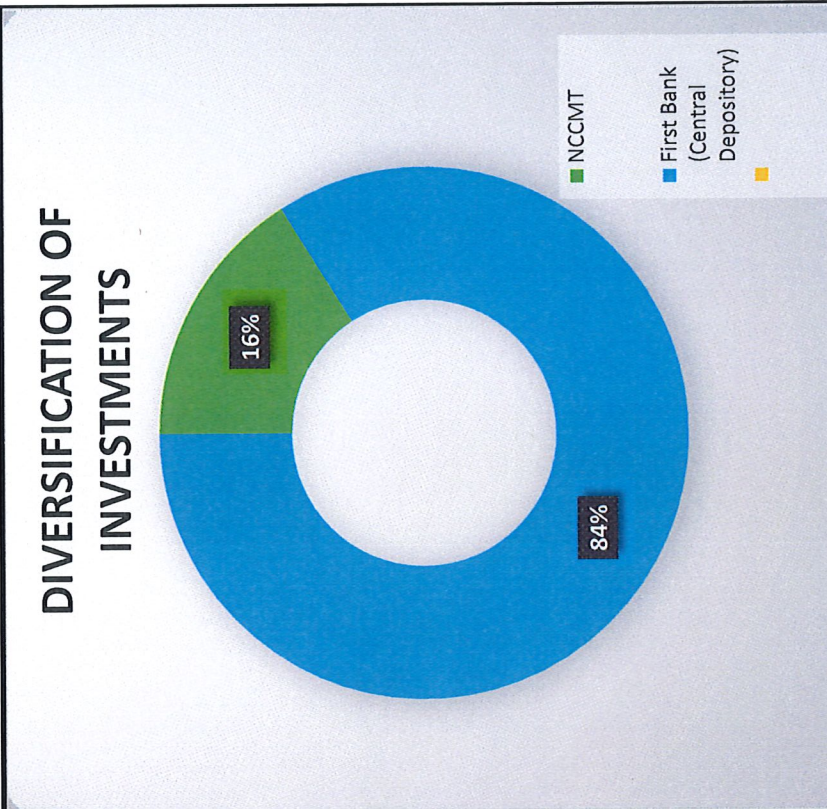
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
6/30/2025

| | | General Fund | | | | Actual to | Statement | |
|---|----|--------------|-----------------|-----------------|---------------|-----------------|-----------|----------|
| | | 2024-2025 | Previously | 2024-2025 | Current | Budget | Period | Variance |
| | | Budgeted | Reported | YTD Actual | Month | Budget Balance | 12 | |
| Revenues: | | | | | | | | |
| Ad valorem taxes | \$ | 2,309,930 | \$ 2,382,078.10 | \$ 2,410,525.25 | \$ 28,447.15 | \$ (100,595.25) | 104.35% | 4.35% |
| Other taxes and licenses | \$ | 6,200 | 7,465.00 | 7,780.00 | \$ 315.00 | \$ (1,580.00) | 125.48% | 25.48% |
| Unrestricted intergovernmental | \$ | 2,853,147 | 2,495,895.94 | 3,115,544.49 | \$ 619,648.55 | \$ (262,397.49) | 109.20% | 9.20% |
| Permits and Fees | \$ | 18,000 | 19,069.80 | 20,019.80 | \$ 950.00 | \$ (2,019.80) | 111.22% | 11.22% |
| Restricted intergovernmental | \$ | 196,470 | 143,946.87 | 178,642.48 | \$ 34,695.61 | \$ 17,827.52 | 90.93% | -9.07% |
| Investment earnings | \$ | 77,079 | 294,827.61 | 322,310.68 | \$ 27,483.07 | \$ (245,231.68) | 418.16% | 318.16% |
| Other revenues | \$ | 53,215 | 66,753.29 | 86,385.28 | \$ 19,631.99 | \$ (33,170.28) | 162.33% | 62.33% |
| Total revenues | \$ | 5,514,041 | 5,410,036.61 | 6,141,207.98 | 731,171.37 | \$ (627,166.98) | 111.37% | 11.37% |
| Expenditures: | | | | | | | | |
| General Government | \$ | 984,727 | 641,422.66 | 856,976.30 | 67,951.41 | 127,750.70 | 87.03% | 12.97% |
| Salaries & Benefits | \$ | 424,460 | 352,299.12 | 389,813.00 | 32,258.44 | | | |
| Capital outlay | \$ | - | - | - | - | | | |
| All other expenditures | \$ | 562,767 | 289,123.54 | 467,163.30 | 35,692.97 | | | |
| Public Safety | \$ | 4,018,248 | 2,183,607.71 | 2,982,841.84 | 274,852.52 | 1,035,406.16 | 74.23% | 25.77% |
| Salaries & Benefits | \$ | 1,729,998 | 1,189,745.03 | 1,602,399.94 | 124,419.49 | | | |
| Capital outlay | \$ | 819,184 | 174,303.96 | 218,634.94 | 13,862.00 | | | |
| All other expenditures | \$ | 1,325,073 | 819,558.72 | 1,161,806.96 | 136,571.03 | | | |
| Culture and Recreation | \$ | 127,650 | 85,681.53 | 99,764.40 | 3,685.24 | 27,885.60 | 78.15% | 21.85% |
| Salaries & Benefits | \$ | 33,650 | 17,075.57 | 22,734.98 | 1,971.13 | | | |
| Capital outlay | \$ | 10,474 | 10,473.95 | 10,473.95 | - | | | |
| All other expenditures | \$ | 83,526 | 58,132.01 | 66,555.47 | 1,714.11 | | | |
| Transportation | \$ | 911,813 | 511,180.31 | 762,287.37 | 138,323.85 | 149,525.63 | 83.60% | 16.40% |
| Salaries & Benefits | \$ | 367,910 | 249,527.23 | 321,832.92 | 24,235.52 | | | |
| Capital outlay | \$ | 85,100 | 14,699.00 | 14,891.00 | 192.00 | | | |
| All other expenditures | \$ | 458,803 | 246,954.08 | 425,563.45 | 113,896.33 | | | |
| Economic and Physical Development | \$ | - | - | - | - | - | 0.00% | 0.00% |
| Salaries & Benefits | \$ | - | - | - | - | | | |
| Capital outlay | \$ | - | - | - | - | | | |
| All other expenditures | \$ | - | - | - | - | | | |
| Environmental Protection | \$ | 479,132 | 150,318.18 | 190,498.21 | 13,161.94 | 288,633.79 | 39.76% | 60.24% |
| Salaries & Benefits | \$ | 97,480 | 55,801.32 | 89,715.83 | 3,993.50 | | | |
| Capital outlay | \$ | 259,502 | - | - | - | | | |
| All other expenditures | \$ | 122,150 | 94,516.86 | 100,782.38 | 9,168.44 | | | |
| Total expenditures | \$ | 6,521,570 | 3,572,210.39 | 4,892,368.12 | 497,974.96 | 1,629,201.88 | 75.02% | 24.98% |
| Revenues over expenditures | \$ | (1,007,529) | 1,837,826.22 | 1,248,839.86 | 233,196.41 | (2,256,368.86) | -34.60% | |
| Other financing sources (uses): | | | | | | | | |
| Transfers in | \$ | 892,258 | 892,258.00 | - | - | | | |
| Appropriated fund balance | \$ | 836,200 | - | - | - | | | |
| Transfers to other depts | \$ | 369,511 | 369,511.00 | - | - | | | |
| PB Appropriated fund balance | \$ | 32,000 | - | - | - | | | |
| Fund Balance rollover | \$ | 228 | - | - | - | | | |
| Contributed Capital | \$ | - | - | - | - | | | |
| Lease Liability | \$ | 57,097 | - | - | - | | | |
| Sale of Assets | \$ | 20,541 | 20,199.00 | 9,239.00 | - | | | |
| Loan Proceeds | \$ | - | - | - | - | | | |
| Total other financing sources (uses) | \$ | 2,207,835 | 1,281,968.00 | 9,239.00 | - | | | |
| Revenues and other sources over expenditures and other uses | \$ | - | 1,919,488.06 | 1,172,855.86 | 233,196.41 | (2,256,368.86) | | |

Analysis:

* Grant funding not received

| INVESTMENT PORTFOLIO: | |
|---------------------------------|----------|
| BANK | INTEREST |
| NCCMT | 4.21% |
| First Bank (Central Depository) | 4.25% |
| \$16,093,230 | |



| STATE REVENUE ANALYSIS: | | |
|---|--------------------|-------------|
| | Revenue | % Collected |
| Telecommunication | \$23,706 | 109.75% |
| Natural Gas | \$11,144 | 139.30% |
| Video Programming | \$9,235 | 102.61% |
| Franchise on Power | \$356,492 | 120.84% |
| Total 4 QTRs (Avg should be 100%) Actual | \$400,577 | |
| Article 40 (.50% pooled - per capita) | \$249,920 | 119.01% |
| Article 42 (.50% point of sale) | \$252,047 | 113.53% |
| Article 39 (1% point of sale) | \$508,265 | 119.59% |
| Hold Harmless (related to county medicaid) | \$226,709 | 119.32% |
| Total 12 Months (Avg should be 100%) Estimated | \$1,736,941 | |

[illegible]

| CAPITAL RESERVE FUNDS: | | | | REVOLVING LOAN FUND: | | | |
|--|--------------|----------------------|-----------------------------|---|---------------------------------|----------------------|-------------|
| General Fund | | Fire Department | | RLF Balance 6/30/24 | | | |
| GF Res 6/30/2024 | \$1,080,694 | FD Res. 6/30/2024 | \$757,864 | Interest | | | \$108,621 |
| Transfer In GF (Over Goal) | \$0 | FD DOI Earmarked | \$10,729 | Investment in Real Estate | | | \$2,318 |
| Interest/Sales Tax | \$72,714 | Subsequent Approp. | -\$40,706 | Subsequent Year Approp. | | | -\$52,435 |
| Closeout Allen Street Project | \$338,593 | Interest/Dol | \$16,978 | | | | -\$6,000 |
| Appropriation 7/1/2024 | -\$304,252 | Appropriation 7/1/24 | -\$576,006 | | | | |
| GF Available Funds | \$1,187,749 | FD Available Funds | \$168,859 | | | | |
| Minus \$40,000 5/8/25 | | | | RLF Available Funds | | | \$52,504 |
| FISHER CREEK ANALYSIS: | | | | Fisher Creek Funds Available | | | |
| Bank Investments | | Current Invested | FY Interest as of 6/30/2025 | Current Interest Rate | Total Interest starting 10/2007 | Funds Available | |
| NCCMT | \$8,980 | | \$400.07 | 4.20% | \$178,152 | Available Cash | 3,294,863 |
| Entegra/Select Bank/First Bank | \$3,285,883 | | \$99,818.95 | 4.25% | \$240,567 | Subsequent/Roll Over | -95,771 |
| Community 1st/Dogwood Bank | \$0 | | \$31,129.21 | | \$153,369 | Water Quality | -1,344,351 |
| UICB | \$0 | | | | \$71,236 | Revenues | 131,633 |
| HomeTrust | \$0 | | | | \$55,723 | Expenditures | -54,001 |
| Wachovia | \$0 | | | | \$66,937 | Funds Available | \$1,932,373 |
| 1st Citizen | \$0 | | | | \$13,844 | ARPA Funds/Interest | 122,600 |
| | | | | | \$779,828 | Appropriations | \$0 |
| | | | | | | Balance Remaining | \$122,600 |
| 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 \$182,141 has been expended towards this purpose leaving \$1,217,859 remaining. | | | | Total H2O Quality Interest \$126,491.90 | | | |
| PROPERTY TAX ANALYSIS (51% Budget) | | | | OUTSTANDING LOANS | | | |
| Budgeted | \$2,167,530 | Loan | P/I | Loan Payoff Year | | | |
| Original Billing | \$2,279,521 | | | Annual Debt | | | |
| Est. 97.54% Collection | \$2,223,445 | | | \$0 | | | |
| Collection/Releases | -\$2,122,438 | | | \$0 | | | |
| Discovery/Penalties | \$32,515 | | | \$0 | | | |
| Appeals (Total) | \$0 | | | | | | |
| Outstanding | \$54,280 | | | | | | |
| Collection % Rate | 97.62% | | | | | | |
| 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, 2025

Item 1.

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

| | |
|---|----------------|
| Original Ordinance (2017-01) | \$0 |
| Fund Balance (6/30/2024) | \$4,216 |
| Revenue - Donations/ Interest | \$195 |
| Fund Balance Appropriation (Operating Budget) | -\$2,000 |
| Expenditures | \$0 |
| Balance to Date | \$2,411 |

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 | | 60,267 |
| Expenditures (Skyland Drive) | | -114,974 |
| Highway 107 Prepaid NCDOT | | \$40,131.38 |
| Encumbrances Remaining DOT Contract Skyland Drive | 295,400 | Subsequent -300,000 |
| Balance to Date | | \$186,362 |

Allen Street Landslide (Fund 22) - Capital Project Fund:

| | |
|----------------|-------------|
| Project Closed | 7/31/2024 |
| Total Costs | \$1,728,743 |
| Town | \$978,743 |
| DOT | \$750,000 |

Balance to Date

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

| | |
|---|--|
| Original Ordinance (SCIF Grant 11612) (2/24/22) | 3,000,000 |
| Expenditures | A/P \$114,654.19 -2,996,396 |
| Encumbrances (CDC Contract 7/28/2022) | Contract Balance -1,251 |
| Encumbrances (Wurster Contract) | 0 |
| Encumbrances (Kessel Contract) | 0 |
| Encumbrances (Bliss Products - Playground Equipment and Rubber) | 0 |
| Encumbrances (Odell) | -75 |
| Encumbrances (Bliss Products - Site Furnishings and Shade) | 0 |
| Encumbrance Bartlett | -17,335 |
| Amendment - Sales Tax Refund (11-14-2024) | 13,510 |
| Amendment -Interest thru (9/30/2024)(11-14-2024) | 115,643 |
| Encumbrances (Parker Paving) | -40,915 |
| Sales Tax Refund | A/R 6/30/2025 (13,510-13,510) \$43,202 |
| Interest | (133,373.29-115,643) \$17,730 |
| Balance to Date | \$73,181 |

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 | | | | -579,399 |
| Sales Tax Refund | A/R 6/30/2025 | (1,259 -1,259) | \$3,534 | |
| Interest | | (31,534.83-27,884) | \$3,651 | |
| Balance to Date | | | | \$77,493 |

Bridge Park Stormwater Project (Fund 32) - Capital Project Fund:

| | | | | |
|--|--|-------------------|----------|-----------------|
| Original Ordinance (10/27/2022) ARPA Related Funds | | | | 421,000 |
| Amended Ordinance (11/10/2022) ARPA Related Funds | | | | -3,000 |
| Amended Ordinance (11/9/2023) ARPA Related Funds | | | | 98,447 |
| Amended Ordinance (9/14/2023) JCTDA | | | | 367,757 |
| Amended Ordinance Bridge Park Interest (11/9/2023) | | | | 9,500 |
| Expenditures | | | | -854,091 |
| Sales Tax Refund | | | \$6,602 | |
| Interest | | (20,361.03-9,500) | \$11,114 | |
| Balance to Date | | | | \$39,613 |

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 | | | \$1,044 | |
| 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 |
| Expenditures | | | | 0 |
| Interest | | | \$8,332 | |
| Balance to Date | | | | \$200,000 |

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

| | | | | |
|---|--|--|----------|--------------------|
| Original Ordinance (8/8/2024) Closeout of Allen Street Capital Project Fund | | | | 125,000 |
| Transfer In GF Year End (6/30/2024) | | | | 829,500 |
| NCDTS Cashflow Loan 4/10/2025) | | | | 203,929 |
| Closeout Bridge Park Project (May 8, 2025) | | | | 57,329 |
| Expenditures | | | | 0 |
| Interest | | | \$28,478 | |
| Balance to Date | | | | \$1,215,758 |

2024 Tax Settlement
July 1, 2024 - June 30, 2025

CHARGES:

| | |
|------------------------|---------------------|
| Original Levy | 2,113,996.75 |
| Additional Levy | 102,803.24 |
| Refunds | |
| Interest | 6,013.17 |
| Discoveries | 24,713.41 |
| Discovery Penalties | 4,948.19 |
| Late Listing | 30,054.00 |
| Late Listing Penalties | 3,005.40 |
| Total Charges | 2,285,534.16 |

CREDITS:

| | |
|-------------------------|---------------------|
| Deposits | 2,228,959.12 |
| Releases | 2,294.89 |
| Refunds | 0.00 |
| Insolvencies - Personal | 12,667.86 |
| Bankruptcy | 0.00 |
| Under Appeal | 0.00 |
| Uncollected - Real | 41,612.29 |
| Total Credits | 2,285,534.16 |

Amanda W. Murajda, Tax Collector

**2024 Tax Settlement
Delinquent Taxes
July 1, 2024 - June 30, 2025**

CHARGES:

| | |
|--------------------------|-------------------|
| Levy | 111,584.88 |
| Refunds | 0.00 |
| Interest | 5,514.05 |
| 2013 Statutory Write-Off | -1,275.70 |
| Levy Adj. Correction | 0.00 |
| Total Charges | 115,823.23 |

CREDITS:

| | |
|----------------------|-------------------|
| Deposits | 36,806.00 |
| Releases | 1,124.70 |
| Refunds | 0.00 |
| Appeals | 0.00 |
| Bankruptcy | 0.00 |
| Taxes Remaining | 77,892.53 |
| Total Credits | 115,823.23 |

Amanda W Murajda, Tax Collector

2024-2025
PREPAID AD VALOREM TAX SETTLEMENT

10-241-00 TAXES COLLECTED IN ADVANCE:

| | PIN# | (Bal Forward) | | | Amount | Remaining |
|----------------------------|----------------------------|---------------|------------|----------------|-----------------|-----------|
| NAME | ACCT# | AMOUNT | DATE PAID | | Applied to 2024 | Balance |
| | | | | | | - |
| Freebird Co Inc | A# 4642 | 17.26 | 5/2/2023 | | | 17.26 |
| Don Hensley | A# 2 P# 7175 & 8063 | 100.00 | 12/18/2023 | | | 100.00 |
| Wholesale/Brigham & Mattox | P# 7641-27-6761 | 1,099.80 | 3/18/2024 | NCDOT purchase | | 1,099.80 |
| Lovell Webb Electric LLC | A# 5282 P#183477 | 14.16 | 4/4/2024 | | | 14.16 |
| Regina Nicole LLC | A# 5291 P# 179254 | 7.49 | 4/5/2024 | | | 7.49 |
| Paul Beckett | various | 2.47 | 4/6/2024 | | | 2.47 |
| Kenneth Marks | A#205 | 26.00 | 11/21/2024 | | | 26.00 |
| Dana Middleton | A#1863 | 732.20 | 11/27/2024 | | | 732.20 |
| Lereta--Bodie Fitch | A# 5377 | 180.00 | 12/6/2024 | | | 180.00 |
| Jason Burke | A# 5001 | 27.00 | 12/9/2024 | | | 27.00 |
| Margaret Underwood-SECU | A# 4258 | 321.93 | 12/17/2024 | | | 321.93 |
| Shelley Carraway--SECU | A# 5004 | 660.11 | 12/17/2024 | | | 660.11 |
| Wayne Smith | various | 1,267.28 | 12/20/2024 | | | 1,267.28 |
| Margaret Underwood | A# 4258 | 1,570.28 | 12/31/2024 | | | 1,570.28 |
| Brittany Rickert | A# 4417 | 2,577.51 | 1/2/2025 | | | 2,577.51 |
| Rodney Riddle | A# 3156 | 17.72 | 12/31/2024 | | | 17.72 |
| McDonald's Corp | A# 294 | 45.50 | 1/22/2025 | | | 45.50 |
| Wayne Smith | various | 3,850.00 | 2/12/2025 | | | 3,850.00 |
| Wayne Smith | various | 3,850.00 | 2/25/2025 | | | 3,850.00 |
| Tony Scott | A# 1911 | 250.00 | 3/3/2025 | | | 250.00 |
| Evon Hall | A# 4606 | 24.18 | 3/10/2025 | | | 24.18 |
| Wayne Smith | various | 3,850.00 | 3/25/2025 | | | 3,850.00 |
| Wayne Smith | various | 3,850.00 | 4/21/2025 | | | 3,850.00 |
| Wayne Smith | various | 3,850.00 | 5/20/2025 | | | 3,850.00 |
| Dawn Reich | A# 5041 | 3.95 | 6/6/2025 | | | 3.95 |
| Wayne Smith | various | 3,850.00 | 6/24/2025 | | | 3,850.00 |
| | | | | | | |
| | | | | | | |
| Exempt | | | | | | |
| Applied to Back Taxes | | | | | | |
| 2024 Pre-pay taxes | | 32,044.84 | | | - | 32,044.84 |
| | Adj. from previous pre-pay | -0.47 | | | | |
| | | 32,044.37 | | | | |
| | | | | | | |

2024 Tax Settlement
Less Than \$5.00

Item 1.

| <u>Acct ID</u> | <u>Name</u> | <u>Amount</u> | <u>Value</u> | <u>R/P/U</u> |
|----------------|-------------------------------------|---------------|--------------|--------------|
| 4435 | WINDSTREAM NEW EDGE LLC | \$ 3.73 | \$ 829 | U |
| 4018 | SPOK INC | \$ 3.20 | \$ 711 | U |
| 4298 | MCI COMMUNICATION SERVICES INC | \$ 2.72 | \$ 604 | U |
| 1426 | DUKENET COMMUNICATIONS | \$ 3.57 | \$ 793 | U |
| 3529 | WILLIAMSON, MARY | \$ 3.91 | \$ 869 | R |
| 5216 | WESTERN CAROLINA RENTALS INC | \$ 4.66 | \$ 1,036 | P |
| 2011 | WESTERN CAROLINA COUNSELING SERV PA | \$ 2.89 | \$ 642 | P |
| 5187 | TRANSACTION NETWORK SERVICES | \$ 0.16 | \$ 36 | P |
| 5309 | THE YOGA MILL LLC | \$ 1.49 | \$ 331 | P |
| 5351 | THE QUEEN STREET LAND TRUST | \$ 3.56 | \$ 791 | R |
| 5351 | THE QUEEN STREET LAND TRUST | \$ 3.02 | \$ 671 | R |
| 5734 | THE AMERICAN BOTTLING COMPANY | \$ 3.56 | \$ 791 | P |
| 5157 | STUDIO 127 INC. | \$ 1.75 | \$ 389 | P |
| 1020 | STANFORD DELIA | \$ 4.05 | \$ 900 | R |
| 5232 | SPD VENTURES LLC | \$ 4.95 | \$ 1,100 | P |
| 5575 | SMOKY MOUNTAIN NEWS | \$ 1.47 | \$ 327 | P |
| 5199 | SKY FI INC | \$ 3.74 | \$ 831 | P |
| 5555 | RIDGELINE THERAPEUTIC COLL | \$ 3.08 | \$ 684 | P |
| 5715 | PT SOLUTIONS HOLDINGS, LLC | \$ 3.65 | \$ 811 | P |
| 5323 | PORTIER LLC | \$ 3.34 | \$ 742 | P |
| 5253 | PINNACLE CONSULT AND MKTG INC | \$ 0.50 | \$ 111 | P |
| 5542 | PATRICIA BRYSON-WINK INC | \$ 1.68 | \$ 373 | P |
| 1372 | PARKER, GERENA | \$ 4.10 | \$ 911 | P |
| 5538 | PAMS CHILD DEVELOPMENT CENT INC | \$ 3.66 | \$ 813 | P |
| 3956 | OWNER, UNKNOWN | \$ 3.47 | \$ 771 | R |
| 5525 | MOORE, CLAUDIA CROWE | \$ 0.11 | \$ 24 | P |
| 5124 | MIDDLETON PAWN SHOP | \$ 2.99 | \$ 664 | P |
| 5306 | MARK MANUFACTURING CORP | \$ 3.82 | \$ 849 | P |
| 1456 | LEASECOMM CORP | \$ 1.67 | \$ 371 | P |
| 4119 | LAUREL RIDGE TOWNHOMES SYLVA HOA | \$ 2.25 | \$ 500 | P |
| 5643 | K12 MANAGEMENT INC | \$ 1.79 | \$ 398 | P |
| 3370 | JONES, JEFFREY SCOTT | \$ 3.16 | \$ 702 | R |
| 5195 | JACKSON COUNTY REALTY INC | \$ 0.30 | \$ 67 | P |
| 3194 | J M BROWN AMUSEMENT CO INC | \$ 2.75 | \$ 611 | P |
| 5453 | GUNNELS, ROBIN | \$ 1.72 | \$ 382 | P |
| 1676 | GANNETT SATELLITE INFO NETWORK | \$ 4.68 | \$ 1,040 | P |
| 5678 | G ON MAIN LLC | \$ 0.50 | \$ 111 | P |
| 5221 | FRANCOTYP POSTALIA INC | \$ 3.04 | \$ 676 | P |
| 5676 | FINOVA CAPITAL LLC | \$ 0.58 | \$ 129 | P |
| 5313 | FEDERAL EXPRESS CORPORATION | \$ 2.84 | \$ 631 | P |
| 5332 | EVERBANK, N.A. | \$ 4.01 | \$ 891 | P |
| 3916 | DLP HARRIS REGIONAL HOSPITAL | \$ 2.25 | \$ 500 | R |

2024 Tax Settlement

Less Than \$5.00

Item 1.

| | | | | | | |
|------|-------------------------------|----|--------|----|-------|---|
| 3915 | DLP HARRIS REGIONAL HOSPITAL | \$ | 2.25 | \$ | 500 | R |
| 1378 | DILLARD, MICHAEL E | \$ | 2.39 | \$ | 531 | P |
| 2053 | DAVIS CARL A | \$ | 4.46 | \$ | 991 | R |
| 5642 | DATA SALES CO INC | \$ | 0.57 | \$ | 127 | P |
| 1913 | CRAWFORD WILLIAM L | \$ | 3.81 | \$ | 847 | R |
| 5304 | CONOPCO INC | \$ | 4.60 | \$ | 1,022 | P |
| 5007 | COLONIAL SQUARE POA INC | \$ | 2.25 | \$ | 500 | P |
| 5402 | COLEMAN, CHUCK | \$ | 2.18 | \$ | 484 | P |
| 5664 | CAULKINS, VANCE | \$ | 1.43 | \$ | 318 | R |
| 5386 | CACTUS INC | \$ | 2.96 | \$ | 658 | P |
| 5379 | BREWTON, NATALIE MARIE | \$ | 1.89 | \$ | 420 | P |
| 3281 | BLANTONS TAX SERVICE INC | \$ | 2.63 | \$ | 584 | P |
| 3621 | BERMONDSEY LLC | \$ | 0.59 | \$ | 131 | R |
| 3621 | BERMONDSEY LLC | \$ | 4.41 | \$ | 980 | R |
| 3621 | BERMONDSEY LLC | \$ | 1.62 | \$ | 360 | R |
| 3621 | BERMONDSEY LLC | \$ | 1.67 | \$ | 371 | R |
| 5190 | ATM USA LLC | \$ | 3.61 | \$ | 802 | P |
| 4377 | ALLMAN ZEBADIAH POLK | \$ | 2.25 | \$ | 500 | P |
| 5136 | ALL PRO PROP MANAGEMENT INC | \$ | 1.40 | \$ | 311 | P |
| 5355 | ACCENTHEALTH LLC | \$ | 4.27 | \$ | 949 | P |
| 2873 | ACCELERATED CARE PLUS LEASING | \$ | 3.23 | \$ | 718 | P |
| | | \$ | 168.84 | | | |

| | | |
|-----------|----|--------|
| Personal | \$ | 111.96 |
| Real | \$ | 43.66 |
| Utilities | \$ | 13.22 |
| | \$ | 168.84 |

2024 Tax Settlement
Less Than \$1.00
as of June 30, 2025

| Name | Account | Amount | Release Date |
|----------------------------|---------|---------|--------------|
| 2024 Taxes: | | | |
| BH Graning Landscapes Inc | 1892 | \$ 0.01 | 1/30/2025 |
| Daisy West Bryson | 941 | \$ 0.01 | 1/30/2025 |
| Jaime Calangan | 2707 | \$ 0.31 | 1/30/2025 |
| Cayan LLC | 5392 | \$ 0.31 | 1/30/2025 |
| Clicklease LLC | 5398 | \$ 0.76 | 1/30/2025 |
| David Clay Cogdill | 60 | \$ 0.01 | 1/30/2025 |
| Robert L Dyer | 196 | \$ 0.47 | 1/30/2025 |
| Sara Day Hatton | 2723 | \$ 0.02 | 1/30/2025 |
| Daisy M Henson | 1873 | \$ 0.01 | 1/30/2025 |
| Max Holland | 675 | \$ 0.37 | 1/30/2025 |
| Kidzcare Pediatrics | 5250 | \$ 0.04 | 1/30/2025 |
| Cecelia B Lane | 784 | \$ 0.03 | 1/30/2025 |
| Scott Connor | 4927 | \$ 0.20 | 1/30/2025 |
| Tim & Kelly Spilliards LLC | 1182 | \$ 0.51 | 1/30/2025 |
| V Gallery Inc | 4679 | \$ 0.12 | 1/30/2025 |

\$ 3.18

Tax Overage

| | | |
|--------------------|------|----------|
| As is Boys | 5273 | \$ 0.84 |
| Virginia Gribble | 1017 | \$ 0.20 |
| Louise Thomas | 693 | \$ 0.01 |
| Business Closed | | \$ 28.31 |
| Christopher Ammons | 409 | \$ 0.20 |
| Max Holland | 203 | \$ 0.02 |
| Mary Moody | 280 | \$ 0.02 |
| Pamela Dyer | 3628 | \$ 0.01 |

\$ 29.61 10-317-0500

2014
AD VALOREM TAX RELEASE

Based on G.S. 105-378 the following taxes plus interest will be written off for the tax year of 2014 due to the statute of limitations. Account balances are as June 30, 2025. Additional interest for June and July will be included.

| <u>Acct#</u> | <u>Name</u> | <u>Tax Principal</u> | <u>Tax Interest</u> | <u>Advertising</u> | <u>6/30/2024</u> <u>Total</u> |
|--------------|---------------------------|----------------------|---------------------|--------------------|----------------------------------|
| 1012 | Mary Bryson | 9.43 | 8.87 | 3.00 | 21.30 |
| 115 | JR Chastain | 116.18 | 109.61 | 3.00 | 228.79 |
| 352 | Dillard Real Estate Group | 62.02 | 58.93 | 3.00 | 123.95 |
| 485 | Charles Dorsey | 78.59 | 74.72 | 3.00 | 156.31 |
| 1062 | Rose Anne Dorsey | 105.06 | 99.47 | 3.00 | 207.53 |
| 4223 | Charles Griffin | - | 1.54 | - | 1.54 |
| 814 | Rachael Sutton Johns | 94.30 | 89.33 | 3.00 | 186.63 |
| 554 | Kenneth Jordan | 37.72 | 35.47 | 3.00 | 76.19 |
| 421 | Will Lay | 93.55 | 88.66 | 3.00 | 185.21 |
| 2382 | William Leigh | 48.94 | 46.27 | 3.00 | 98.21 |
| 2383 | Jacobo Mandelblum | 17.55 | 16.47 | 3.00 | 37.02 |
| 1444 | Roy J Tucker & Associates | 25.69 | 24.26 | - | 49.95 |
| 1800 | Raymond Welch | 31.83 | 30.39 | 3.00 | 65.22 |
| 420 | Grant Wilson | 116.22 | 110.19 | 3.00 | 229.41 |
| 983 | Joe Wilson | 322.86 | 305.33 | 3.00 | 631.19 |
| 763 | Nelson Wilson | 23.06 | 21.54 | 3.00 | 47.60 |
| 905 | Willie Wilson | 92.70 | 88.06 | 3.00 | 183.76 |
| | | 1,275.70 | 1,209.11 | 45.00 | 2,529.81 |

Amanda W. Murajda, Tax Collector

Under and by virtue of the authority vested in me by section 105-373 (a)(1) of the North Carolina General Statutes, I am hereby declaring the below listed taxes as insolvent for personal property that is not secured by liens against real property. By declaring these taxes insolvent, the taxing unit does not compromise its authority to collect these taxes in the future.

| Name | Principal | Late List Penalty |
|---------------------------------------|-----------|-------------------|
| 5 GRINDSTAFF COVE LLC | 451.69 | 45.17 |
| BEFORE SALON & SKIN STUDIO | 162.73 | 97.64 |
| BEFORE SALON & SKIN STUDIO | 144.56 | 72.28 |
| BEFORE SALON & SKIN STUDIO | 131.32 | 52.53 |
| BEFORE SALON & SKIN STUDIO | 114.59 | 34.38 |
| BEFORE SALON & SKIN STUDIO | 58.42 | 11.68 |
| BEFORE SALON & SKIN STUDIO | 81.81 | 8.18 |
| DARRELL BUCHANAN | 14.99 | 1.50 |
| CAROLINA CUSTOM INK | 19.53 | 1.95 |
| STEPHEN J CODY | 99.81 | 9.98 |
| DIGITAL CINEMA DISTRIBUTION COALITION | 15.30 | - |
| ELECTRIC COWGIRL TANNING LLC | 28.41 | 2.84 |
| FERRARAS II | 77.84 | 7.78 |
| STEVEN WILLIAM FRANKS | 17.28 | 1.73 |
| FRC LLC | 31.43 | - |
| H&R BLOCK | 24.45 | 2.45 |
| EVON HALL | 22.50 | 2.25 |
| MARY SHULER JOHNSON | 11.25 | 1.13 |
| MARY SHULER JOHNSON | 2.35 | 0.24 |
| JTS TRANSPORT | 1,899.89 | 189.99 |
| JEANNIE KELLEY | 26.86 | 2.69 |
| LEVA MAE KING | 33.75 | 3.38 |
| KOBE EXPRESS JAPANESE REST INC | 653.63 | 130.73 |
| KOBE EXPRESS JAPANESE REST INC | 847.01 | 84.70 |
| KOBE EXPRESS JAPANESE REST INC | 19.26 | 11.56 |
| JAMES FRANK LAY | 22.50 | 2.25 |
| ROBERT WILLIAM MARTIN | 30.02 | 3.00 |
| MIAN INVESTMENT GROUP | | 4.35 |
| MOUNTAIN BREWS | 273.57 | 27.36 |
| MOUNTAIN PARK URGENT CARE | 2,758.96 | 275.90 |
| MP MOTORSPORTS | 93.67 | 9.37 |
| NATIONAL VISION INC | 3.36 | - |
| NELON ENTERPRISES | 268.75 | 26.88 |
| JOSEPH K NOECKER | 67.95 | - |
| ONE DIVERSIFIED LLC | 13.99 | - |
| DAVID PARLIER | | 6.23 |
| PERK AND PASTRY BISTRO INC | 16.89 | 1.69 |
| R&L REAL ESTATE HOLDING LLC | 643.03 | 64.30 |
| RED DOG LLC | 63.27 | - |
| REDBOX AUTOMATED RETAIL LLC | 40.52 | - |
| RIGBY RESTAURANT GROUP INC | 377.89 | 37.79 |
| SELF DIRECTED IRA SVCS INC CUST | 1.60 | - |

| | | |
|------------------------------|--------|-------|
| SPECIALISTS ON CALL INC | 8.54 | 0.85 |
| TERESA LYNN STAFFELBACH | 17.15 | 1.71 |
| CASEY DANNY STAMEY | 15.73 | 1.57 |
| PEGGY STEPP | 20.63 | 2.06 |
| STRIKING PERFORMANCE LLC | 18.80 | 1.88 |
| SUBWAY OF CULLOWHEE, INC | 133.80 | 13.38 |
| ROBERT SULLIVAL | 5.93 | 0.59 |
| SYLVA VAPOR LLC | 45.00 | 4.50 |
| TAGGED OUT HUNTING SUPPLY | 152.11 | 15.21 |
| TASTY HUT OF NC LLC | 359.52 | - |
| LARMAN MARK TAYLOR | 21.97 | 2.20 |
| MICHAEL THOMAS | 11.25 | 1.13 |
| MICHAEL THOMAS | 1.13 | 0.11 |
| TOGA, LLC | | 12.95 |
| UNITED RENTALS NORTH AMERICA | 369.82 | - |
| JOEL VARGAS-RAMIREZ | 30.60 | 3.06 |
| HAI VO | 37.69 | 3.77 |
| PAUL WHITE | 72.40 | 7.24 |
| WINE BAR AND CELLAR LLC | 291.13 | 29.11 |
| Z'S TOBACCO & VAPES INC | 45.00 | 4.50 |

| | | |
|-------------------------|---------------------|--------------------|
| Total Insolvency | \$ 11,324.83 | \$ 1,341.70 |
|-------------------------|---------------------|--------------------|

| | |
|--------------|---------------------|
| Total | \$ 12,666.53 |
|--------------|---------------------|

I certify that the above information is true to the best of my knowledge.

Amanda W. Murajda, Tax Collector

I, _____, a Notary Public for Jackson County, North Carolina, certify that Amanda W. Murajda personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this the _____ day of August, 2025.

Notary Public

**State of North Carolina
Town of Sylva**

Lynn Allen Bryant, Deputy Tax Collector of the Town of Sylva:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of Sylva Municipal Hall 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 a first lien upon all real property of the respective taxpayers in the Town of Sylva, and this order shall be a 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.

Witness my hand and official seal, this the **14th day of August, 2025.**

Johnny Phillips, Mayor

Attest:

Amanda Murajda, Town Clerk

**State of North Carolina
Town of Sylva**

Amanda Murajda, Tax Collector of the Town of Sylva:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of Sylva Municipal Hall 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 a first lien upon all real property of the respective taxpayers in the Town of Sylva, and this order shall be a 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.

Witness my hand and official seal, this the **14th day of August, 2025.**

Johnny Phillips, Mayor

Attest:

Amanda Murajda, Town Clerk



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, July 10, 2025 at 5:30 PM

Board Room, 83 Allen Street Sylva, North Carolina

MINUTES

PRESENT: Jonathan Brown, Commissioner
Mary Gelbaugh, Mayor Pro-Tem
Johnny Phillips, Mayor
Brad Waldrop, Commissioner
Joseph Waldrum, Commissioner

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

ABSENT: Blitz Estridge, Commissioner

CALL TO ORDER

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

STAFF PRESENT: Fire Department: Eric Fanslau, Allen Orcutt, Blake Cabe, Kevin Burrell, James Blakley, Brian Wellmon, Keith Buchanan, Mike Beck, James Surrosco, Abbie Smith, Mike Farmer, Sam Shuler, Belinda Clawson and Mallary Caraway.

VISITORS: Jay Coward, Shawn Oberlies, and Luther Jones

APPROVAL OF AGENDA:

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

APPROVAL OF CONSENT AGENDA

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

PUBLIC COMMENTS: Luther Jones expressed his thoughts to the board on the decision to remove the FRL Resolution from the agenda at the June 12, 2025, meeting.

MAYOR'S REPORT: Mayor Phillips reported that NCDOT is working on plans for a crossover bypass between exits 83 and 85 for emergency response access.

COMMISSIONER'S REPORT: Commissioners reported the following:

Commissioner Waldrum: Thanked everyone for their work on the July 4th festivities.

Commissioner Brown: Also thanked everyone for their work on the July 4th festivities. Brown addressed concerns regarding the FRL resolution. He noted that the board should be careful in what resolutions are presented and approved. Brown attended the Pinnacle Park board meeting and updated the board on progress with trails and signs.

MANAGER'S REPORT: Manager Dowling reported the following:

- Employment Updates: Terran Brown started as a Patrol Officer July 1st. Terran was formerly with the Sheriff's Department. Tim Ogle started Monday in the vacant Maintenance Technician position in Public Works. The new positions in the Fire Department are Logan Green, who started July 6th, and David Broom, who will start his employment July 14th. We want to extend a warm welcome to the Town of Sylva.
- The mast arms on the streetlights will be painted this month. The painting started last week.

- Bryson Park is getting very close to being completed. Over the last few weeks grills have been installed, the wall at the basketball court was completed, the basketball court was paved, and the fence was finished. Remaining work includes painting the basketball court, tying in the rubber playground mat to the sidewalk, water fountain installation, and cleaning up the grounds.
- The Town did not receive any proposals for engineering on the Scotts Creek wall behind Town Hall. It has been sent out again and proposals are now due mid-August.
- The mud on Allen Street was caused by surface runoff missing the drain and jumping the curb instead of an actual failure.
- Administration staff had a preliminary site visit with the auditor on June 26th and they will return in September for field work.

NEW BUSINESS:

FIREFIGHTER OF THE YEAR AWARD: Mayor Phillips presented the Firefighter of the Year award to Brian Wellmon.

RESOLUTION TO ACCEPT GRANT—RECREATIONAL TRAILS PROGRAM: Jay Coward addressed the board and expressed his appreciation for the support given by the Town board. Manger Dowling explained that the Board needs to approve the resolution accepting the Recreational Trails Program grant so that the contract can be executed. The Town was notified six months ago that this \$92,000 grant was awarded to construct an additional 1.9 miles of trail at Fisher Creek. This grant application was part of the Pinnacle Park Master Plan. The grant along with the Town's \$23,000 match will connect the West Fork and East Fork trail, build a footbridge, and provide access to a waterfall that hasn't been visible in the past. The Town will use the grant funding to contract with a trail builder to construct the trail section. *Commissioner Waldrum made a motion to approve the resolution. The motion carried with a unanimous vote.*

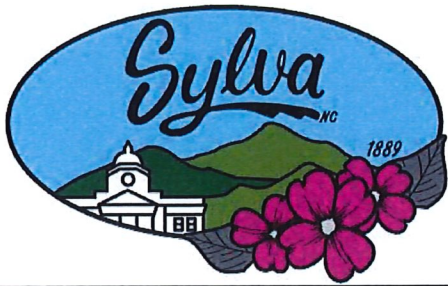
RESOLUTION OF EXEMPTION FROM ARCHITECT/ENGINEER/SURVEYOR QUALIFICATIONS-BASED SELECTION: The Resolution for Exemption from the Qualification Based Selection process will allow the Town to contract for grant administration of the Recreational Trails Program grant without going through the RFP process since the fee will be under \$50,000. The Town would like to contract with Equinox to administer this grant since they completed the Master Plan and submitted the grant application for review. Grant administration is included in the Fisher Creek budget. *Commissioner Brown made a motion to approve the resolution of exemption. The motion carried with a unanimous vote.*

RESOLUTION OF SUPPORT AND ACCEPTANCE OF FUNDING—DUKE ENERGY FOUNDATION LOCAL ENVIRONMENTAL IMPACT GRANT: The Resolution of Support for the Duke Energy Foundation's local environmental impact grant is for \$25,000. If awarded, the Town will use the \$25,000 to hire a trail builder to improve 300 feet of the Forest Therapy Trail making it more accessible and include signage along the trail. This resolution authorizes staff to accept the grant if it is awarded. *Commissioner Gelbaugh made a motion to approve the resolution of support. The motion carried with a unanimous vote.*

ADJOURNMENT: *Commissioner Waldrop made a motion to adjourn the meeting at 6:05 p.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Amanda W. Murajda
Town Clerk



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, July 24, 2025 at 9:00 AM

Board Room, 83 Allen Street Sylva, North Carolina

MINUTES

PRESENT: Jonathan Brown, Commissioner
Blitz Estridge, Commissioner
Mary Gelbaugh, Mayor Pro-Tem
Johnny Phillips, Mayor
Joseph Waldrum, Commissioner

Paige Dowling, Town Manager
Amanda Murajda, Town Clerk
Jeff Goss, Town Attorney

ABSENT: Brad Waldrop, Commissioner

CALL TO ORDER

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

STAFF PRESENT: Bernadette Peters (Main Street Director), Mike Beck (Fire Chief), Robbie Carter (Asst. Police Chief), Chris Hatton (Police Chief), Jake Scott (Public Works Director) and Members of the Sylva Fire Department.

VISITORS: Todd Raleigh, Stephanie Raleigh, Jordan Beck, Brittany Beck, Jason Beck, Samuel McGuire, Taylor Armstrong, Anne Couch,

APPROVAL OF AGENDA

Commissioner Brown made a motion to add an item for an FRL Resolution of Support. The motion carried with a unanimous vote. Commissioner Gelbaugh made a motion to approve the agenda as amended. 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

None.

COMMISSIONER'S REPORT: Commissioners reported the following:

Gelbaugh—Expressed her gratitude to see so many have chosen to run for election to the Town Board.

Brown—Participated in a ride-a-long with the Fire Department and commended them on their work.

MANAGER'S REPORT: Manager Dowling reported the following:

- Employment Update: James Blakely started in the Fire Department on July 14th instead of David Broom. James has filled in shifts in the past. He also previously was a junior firefighter/cadet.
- Pinnacle Park: The Recreational Trails Program grant contract has been completed. The Town is now working on contracting with a grant administrator to start the bidding process for a contractor to build 1.9 miles of trail. The Town needs the trail location approved from Land & Water before work can begin.
- Bryson Park is getting very close to being completed. Still to be finished is the water fountain, having the playground installers connect the rubber mat to the sidewalk, and a general mowing and cleanup.
- The mast arms on the traffic lights downtown have been painted.
- The Request for Qualifications for an engineer for the Scotts Creek Slope Stabilization is open until August 15th at 12:00 p.m.

PUBLIC WORKS DEPARTMENT REPORT: Jake Scott, Public Works Director, reported the following:

- Surface slide on Allen Street has been repaired
- Peace Pole has been installed by Rotary at the new bathroom.
- 2025 Powell Bill certified statement has been submitted.
- The Town received a contract from Duke Energy for lighting on Mill Street.
- New garbage truck is expected to be delivered in the next month.
- Leaf vacuum has been ordered.
- July 4th celebration was a success.
- Welcome to Tim Ogle as the newest Maintenance Technician.

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

- One vacancy has been filled. Terran Brown joined the department from Jackson County.
- Department continues to work on training and presentations for conferences
- Reviewed calls for service.

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

- Calls for service have increased and currently stand at around 898 since January.
- Ladder truck is scheduled to be repaired in August.

MAIN STREET REPORT: Bernadette Peters reported the following:

- Attended the Blue Ridge Rising Conference
- Cycle NC will be in Sylva August 1-3 for their annual event.
- WCU Economic Impact report has been distributed to board members.

TWSA BOARD REPORT:

- A water conservation notice has been issued because the treatment plant is running at a lower capacity.

PINNACLE PARK REPORT:

- None.

NEW BUSINESS

VOLUNTEER SERVICE AWARD PRESENTATION: Mayor Phillips presented a volunteer service award to Fire Chief Mike Beck for his 40 years of service with the department, 30 of those years as Chief.

Brian Taylor, NC State Fire Marshall's Office, also presented Beck with a lifetime achievement award from the Office of State Fire Marshall.

HISTORIC PRESERVATION COMMISSION UPDATE: Mike Poston, Jackson County Planning Director, and Ashley Clapsaddle from the Jackson County Planning Department addressed the board to explain that the County is updating the Historic Preservation Commission Ordinance to comply with NCGS 160D regulations. The Town has adopted several county ordinances like this one, cell towers, and emergency services that we have just included links to the County's ordinances in our Code. These are references in Sylva's Code, rather than including the entire ordinance, in case the County updates their ordinance. Once the County adopts the new ordinance, Sylva's Municode should immediately update.

PROCLAMATION—CAL RALEIGH DAY: Mayor Phillips presented a proclamation to parents Todd and Stephanie Raleigh on congratulating Cal Raleigh for his great success in Major League Baseball as well as winning the MLB Home Run Derby. *Commissioner Waldrum made a motion to approve the proclamation. The motion carried with a unanimous vote.*

PROCLAMATION—CONTRIBUTIONS TO MAJOR LEAGUE BASEBALL: Mayor Phillips also presented a proclamation honoring contributions to Major League Baseball by Jackson County residents through the years including Johnny Oates, Cal Raleigh and Zebby Mathews. *Commissioner Brown made a motion to approve the proclamation. The motion carried with a unanimous vote.*

COMMUNITY TABLE LEASE: The Community Table lease has expired. This is a 5-year lease agreement that will continue until June 30, 2028. *Commissioner Waldrum made a motion to approve the lease. The motion carried with a unanimous vote.*

SPECIAL EVENT REQUEST—PRIVATE WEDDING ALCOHOL SERVICE AT BRIDGE PARK: Heather Foster has applied to rent Bridge Park for a wedding reception September 21, 2025. Lazy Hiker has provided their Certificate of

Liability Insurance. This application is coming before the Town Board because the Board approves alcohol for special events at Bridge Park. *Commissioner Waldrum made a motion to approve the request. The motion carried with a unanimous vote.*

RESOLUTION OF SUPPORT—FONTANA REGIONAL LIBRARY: *Commissioner Waldrum made a motion to approve the resolution. The motion carried with a 3-1 vote. Voting in the affirmative were Commissioner's Brown, Gelbaugh and Waldrum. Voting against the motion was Commissioner Estridge.*

ADJOURNMENT: *Commissioner Gelbaugh made a motion to adjourn the meeting at 9:41 a.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Amanda W. Murajda
Town Clerk