

## TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, February 13, 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. February 13, 2025 Consent Agenda

#### **PUBLIC COMMENTS**

#### **REPORTS**

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

#### **NEW BUSINESS**

- 5. Resolution of Support--Jackson County Recreational Master Plan--Skate Park
- **6.** Mountain Projects Board Appointment

#### **ADJOURNMENT**

#### Town of Sylva CONSENT AGENDA February 13, 2025

1- APPROVE MINUTES: January 9, 2025, Regular Board Meeting; January 23, 2025, Regular Board Meeting

#### 2- BUDGET AMENDMENT:

# <b>15</b> 10-531-0300 FD OT	\$ 10,000	C
10-351-0100 FD Wages/Salaries Aux	10,000	D

REF: To appropriate from the Fire Department OT to their Auxiliary line.

<b>#16</b> 21-399-0200 GF CRF Fund Balance Appropriation	\$ 259,502 C
21-415-0000 GF CRF Transfer to GF	259,502 D
10-392-0000 GF Transfer In	259,502 C
10-580-7400 Sanitation Dept Capital	259,502 D

REF: To appropriate from GF Capital Reserve Fund to allow for the purchase of a new garbage truck with an estimated delivery date of August 2025.

#### 4- REPORTS:

- 1- Business Registration Permit as of January 2025
- 2- Vehicle Tax Report as of December 31, 2024
- 3- Ad Valorem Tax Report as of December 31, 2024
- 4- Statement of Revenues, Expenditures, Changes in Fund Balance as of **December 31, 2024**
- 5- Quarterly Finance Report as of December 31, 2024
- 6- Quarterly Special Revenue/Capital and Grant Project December 31, 2024

# JACKSON COUNTY ACTIVITY TOTALS REPORT ACTIVITY FROM 12/01/24 THRU 12/31/24

RUN DATE: 1/2/2025 10:51 AM

	on Marchael	
Subtotal Charges Interest	696.17	696.17
Subtotal	00:00	0.00
Penalty	0.00 696.17	0.00 696.17
Tax Year 2022	SGR Sylva Gross Receipts	

Interest

Charges

Subtotal

Penalty

Levy

**Grand Totals** 

696.17

0.00

Tax Summary as of December 31, 2024

7,7	100101		11217.88	9177.7	6102.32	5377	4626.93	2726 05	1747 04	40757	111 584 88	\$2,176,717.75	10-281-0000	
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Adj         Adj <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td>											0.00		0.00	
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Adj											9 6		9 0	
Instrument											0.00		0.00	
justiment (1982)	.9,431.69	-2,599.64	-810.66	0.00	0.00	-372.65	-6.55	0.00	0.00	0.00	-13,221.19	-1,761,499.86	-1,774,721.05	
XXV Balance         \$19,236.48         \$10,407.22         \$9,177.70         \$6,102.32         \$6,004.35         \$4,620.38         \$2,726.05         \$1,747.04         \$1,275.70         \$93,63.69         \$415,217.89         \$513,581.58           Interest         2023         2024         2029         2019         2017         2016         2015         2014         Total         148.62         148.														
Interest   2023   2024   2020   2019   2018   2017   2015   2015   2014   Total   Total   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   148.62   16.70   16.7	9,236.48		\$10,407.22	\$9,177.70	\$6,102.32	\$5,004.35	\$4,620.38	\$2,726.05	\$1,747.04	\$1,275.70	98,363.69	\$415,217.89	\$513,581.58	
148.62   1	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	Total			
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Del         338.54         10.50         4.82         353.86	60.48	105.57	13.04	50.00		70.15					299.24		299.24	
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	\$848.39	\$390.74	\$227.23	\$50.00	\$51.32	\$195.43	\$0.05	\$0.00	\$0.00	\$0.00	\$1,763.16	\$86.37	\$1,849.53	0-31/-0000
Submitted by: Amanda Murajda, Tax Collector		9,431.69 9,431.69 9,236.48 25.09 60.48 338.54 34.12 119.37 270.79	.64 .1.64 .1.64 .1.64 .1.64 .1.64 .1.64 .1.64	.64 .64 .64 .65 .92 .92	.64 -810.66 .64 -810.66 .45 \$10,407.22 \$9, .45 \$10,407.22 \$9, .67 13.04 .57 13.04 .50 94.19 .92 94.19	.64 -810.66 0.00 0 .64 -810.66 0.00 0 .45 \$10,407.22 \$9,177.70 \$6,102 .08 120.00 2019 .57 13.04 50.00 .59 94.19 51.	1.64 -810.66 0.00 0.00 1.64 -810.66 0.00 0.00 1.64 -810.66 0.00 0.00 1.64 -810.66 0.00 0.00 1.64 -810.66 0.00 0.00 1.45 \$10.407.22 \$94.17.70 \$6,102.32 1.45 \$1.30.4 50.00 1.46 \$120.00 \$51.32 1.92 94.19 51.32	.64       -810.66       0       0       -372.65         .64       -810.66       0.00       0.00       -372.65         .45       \$10,407.22       \$9,177.70       \$6,102.32       \$5,004.35       \$4,6         .98       \$10,407.22       \$9,177.70       \$6,102.32       \$5,004.35       \$4,6         .98       \$13.04       \$50.00       70.15       4.82         .50       \$1.20.00       \$1.51       1.51         .92       \$4.19       \$50.00       \$51.32       \$1.54         .92       \$4.19       \$1.51       \$1.54	1.64       -810.66       0       0       -372.65       -6.55         1.64       -810.66       0.00       0.00       -372.65       -6.55         1.64       -810.66       0.00       0.00       -372.65       -6.55         1.64       -810.66       0.00       -372.65       -6.55         1.64       -810.66       0.00       -372.65       -6.55         2021       2020       2019       2018       2017       20         108       13.04       50.00       70.15       -4.82       -4.82         150       120.00       51.32       0.55       -1.51         199       94.19       51.32       \$195.43       \$0.05	1.64       -810.66       0       0       -372.65       -6.55       0         1.64       -810.66       0.00       0.00       -372.65       -6.55       0.00         1.64       -810.66       0.00       0.00       -372.65       -6.55       0.00         1.64       -810.66       0.00       0.00       -372.65       54,620.38       \$2,726.05       \$1,7         1.64       -810.66       0.00       2018       2017       2016       20         1.65       13.04       50.00       70.15       4.82       4.82         5.5       120.00       \$51.32       0.55       1.51         1.9       54.19       550.00       \$51.32       \$195.43       \$0.05       \$0.00	1.64 -810.66 0.00 0.00 -372.65 -6.55 0.00 0.00 1.64 -810.66 0.00 0.00 -372.65 -6.55 0.00 0.00 0.00 1.64 -810.66 0.00 0.00 -372.65 -6.55 0.00 0.00 0.00 1.45 \$10.407.22 \$9,177.70 \$6,102.32 \$5,004.35 \$4,620.38 \$2,726.05 \$1,747.04 \$1,20 0.05 1.18.40 0.05 1	0.00 0.00 0.00 0.00 0.00 0.372.65 -6.55 0 0 0 0 0.3221.9 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0	1.00   0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0

To	Top 10 Delinquent Accounts (2023 & prior)	
-	Name	Balance
		12/31/2024
Ę	JTS Transport	\$ 8,349.05
Ö	Dorothy Worley	\$ 5,752.58
Joe	Joe Wilson	\$ 5,606.71
Ma	Marjorie Herbert Smith	\$ 4,805.96
X e	Kelly Robinson	\$ 4,763.47
Day	David George Howell	\$ 4,541.97
Ş	Joyce Straton	\$ 4,196.96
Nai	Nantahala Brewing Company	\$ 3,409.83
	my Ray Wilson	\$ 3,308.01
4	y Bryson	\$ 2,718.75

## General Fund Statement of Revenues, Expenditures, and Changes in Fund Balances 12/31/2024

				General Fund		Actual to		
						Budget	Statement	
	2024-2025	Previously	2024-2025	Current Month	2024-2025 Budget Balance	Percent	Period 6	Variance
Revenues:	Budgeted	Reported	YTD Actual	Month	Diaget Dalance		U	
Ad valorem taxes	\$ 2,309,930	\$ 787,935.30	\$ 1,933,211.52	\$ 1,145,276.22	\$ 376,718.48	83.69%	50.00%	33.69%
Other taxes and licenses	\$ 6,200	5,225.00	5,325.00	\$ 100.00	S 875.00	85.89%	50.00%	35.89% -5.83% *
Unrestricted intergovernmental	\$ 2,853,147	976,883.81 5,979.45	1,260,275.90 7,025.80	\$ 283,392.09 \$ 1,046.35	\$ 1,592,871.10 \$ 10,974.20	44.17% 39.03%	50.00% 50.00%	-5.83% *
Permits and Fees Restricted intergovernmental	S 18,000 S 188,542	94,016.31	137,925.02	\$ 43,908.71	\$ 50,616.98	73.15%	50.00%	23.15%
Investment earnings	\$ 74,750	133,694.31	157,480.34	\$ 23,786.03	\$ (82,730.34)	210.68%	50.00%	160.68%
Other revenues	S 46,625	7,325.65	(45,595.25)	\$ (54,672.45)	\$ 92,220.25	-97.79%		-147.79%
Total revenues	\$ 5,497,194	2,011,059.83	3,455,648.33	1,442,836.95	\$ 2,041,545.67	62.86%	50.00%	12.86%
Expenditures:								
General Government	S 987,227	377,742.85	448,044.53	48,625.55	539,182.47	45.38%	50.00%	4.62%
Salaries & Benefits	S 424,460	180,332.26	208,535.77	32,587.75				
Capital outlay	s -	-	-					
All other expenditures	s 562,767	197,410.59	239,508.76	16,037.80				
Public Safety	\$ 3,803,896	1,166,030.13	1,492,141.78	260,412.50	2,311,754.22	39.23%	50.00%	10.77%
Salaries & Benefits	S 1,687,326	596,098.98	773,389.32	126,435.85				
Capital outlay	\$ 749,977	84,801.92	112,184.43	3,767.04				
All other expenditures	s 1,325,073	28,773.70	28,773.70	130,209.61				
Culture and Recreation	S 127,650	28,605.58	32,056.33	3,450.75	95,593.67	25.11%	50.00%	24.89%
Salaries & Benefits	\$ 36,050	9,549.37	11,293.24	1,743.87	,			
Capital outlay	s -		-	-				
All other expenditures	\$ 91,600	19,056.21	20,763.09	1,706.88				
Transportation	S 863,475	311,119.99	357,366.59	46,216.60	506,108.41	41.39%	50.00%	8.61%
Salaries & Benefits	S 367,910	111,987.34	163,524.34	24,772.29				
Capital outlay	\$ 85,500	8,499.00	8,499.00	-				
All other expenditures	\$ 410,065	190,633.65	185,343.25	21,444.31				
Economic and Physical Development	s -	•		-	-	0.00%	0.00%	0.00%
Salaries & Benefits								
Capital outlay								
All other expenditures	s -	-	-	•				
Environmental Protection	S 221,630	75,732.37	104,052.68	12,469.53	117,577.32	46.95%	50.00%	3.05% **
Salaries & Benefits	S 96,150	40,098.75	46,392.08	6,293.33				
Capital outlay	s -	-	-	-				
All other expenditures	\$ 125,480	35,633.62	57,660.60	6,176.20				
Total expenditure	s <u>\$</u> 6,003,878	1,959,230.92	2,433,661.91	371,174.93	3,570,216.09	40.53%	50.00%	9.47%
D	s (506,684	51,828.91	1,021,986.42	1,071,662.02	(1,528,670.42)	-25.46%		
Revenues over expenditures	3 (300,084	31,020.91	1,021,700.42	1,071,002.02	(1,020,070112)	2011071		
Other financing sources (uses):								
Transfers in	s 592,756	548,006.00	495,300.00		-			
Appropriated fund balance	\$ 836,200		-					
Transfers to other depts	\$ 369,511	369,511.00						
PB Appropriated fund balance	\$ 32,000							
Fund Balance rollover	S 228							
Contributed Capital	s - s -			-				
Sale of Assets Loan Proceeds	s -	-						
Loan Froceeds	S 1,830,695	917,517.00	495,300.00					
Transfers to other funds:					-			
Contributed to GF fund balance	s -							
Transfers out	\$ 494,511							
Transfer to Capital Reserve	S 829,500				-			
Total other financing sources (uses)	\$ 1,324,011 \$ 506,684		-		-	_		
	2.0,00							
Revenues and other sources over	s -	51,828.91	1,021,986.42	1,071,662.02	(1,528,670.42	)		
expenditures and other uses	5 -	51,828.91	1,021,900,42	1,0/1,002.02	= (1,526,670,42	,		

Analysis:

Timing of revenues received

Accounting adjustment

Page #1

Town of Sylva Financial Report as of December 31, 2024

\$121,552 Balance \$27,000 ARPA Related: Note: Board policy states that Fund Balance will not drop below 40% and the goal is to have Fund Balance at 73% of expenditures. # GF Rollovers after 7/1 # ARPA Related Approp # Contingency Approp. # GF Approp. after 7/1 73.00% Goal \$4,354,528 \$5,305,808 -\$829,500 -\$121,552 72.95% -\$228 \$0 ransfer Slope Stabilization (Over Goal) Appropriated/rollover after 7/1/23 Subsequent appropriation/rollover **UND BALANCE ANALYSIS:** Jnassigned - 6/30/2024 Available Fund Balance **ARPA** related funds

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CAPITAL PECEDIAL FILINDS.				BEYOLVING LOAN ELIND:	ND.	
CAPITAL RESERVE FUNDS:				אר א סר אוואם בסעואו ס		
General Fund		Fire Department		RLF Balance 6/30/24		\$108,621
GF Res 6/30/2024	\$1,080,694	FD Res. 6/30/2024	\$728,813	Interest		\$1,225
Transfer In GF (Over Goal)	\$0	FD DOI Earmarked	\$8,149	Investment in Real Estate		-\$52,435
Interest/Sales Tax	\$47,515	Subsequent Approp.	-\$40,706	Subsequent Year Approp.		-\$6,000
Closeout Allen Street Project	\$338,593	Interest	\$13,449			
Appropriation 7/1/2024	\$0	Appropropriation 7/1/24	-\$507,300			
GF Available Funds	\$1,466,802	FD Available Funds	\$202,404		•	
				RLF Available Funds		\$51,411
FISHER CREEK ANALYSIS:			Current			Fisher Creek
Bank Investments	Current	FY Interest as of	Interest	Total Interest		<b>Funds Available</b>
	Invested	12/31/2024	Rate	starting 10/2007	Available Cash	3,257,241
NCCMT	\$8,794	\$217.72	4.47%	\$177,966	Subsequent/Roll Over	-103,560
Entegra/Select Bank/ <b>First Bank</b>	\$3,248,267	\$31,260.00	4.25%	\$172,008	Water Quality	-1,319,189
Community 1st/Dogwood Bank	\$0	\$31,129.21	3.10%	\$153,369	Revenues	62,823
UICB	\$0			\$71,236	Expenditures	-22,961
HomeTrust	\$0			\$55,723	Funds Available	\$1,874,354
Wachovia	\$0			\$66,937	ARPA Funds/Interest	121,552
1st Citizen	\$0			\$13,844	Appropriations	0\$
	\$3,257,061	\$62,606.93		\$711,083	Balance Remaining	\$121,552
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	Clean Water Ma	nagement Trust Grant 10/200	77. The grant r	equires that \$1,400,000 (4	0%) be spent on water	
quality. Currently \$182,141 has been expended towards this purpose leaving \$1,217,859 remaining.	een expended t	owards this purpose leaving \$	\$1,217,859 ren	laining.	Total H20 Quality Interest \$104,204	est \$104,204
PROPERTY TAX ANALYSIS (51% Budget)	% Budget)	OUTSTANDING LOANS				
Budgeted	\$2,167,530	Loan	P/I	Loan Payoff Year		Annual Debt
Original Billing	\$2,247,006					\$0
Est. 97.54% Collection	\$2,223,445					\$0
Collection/Releases	-\$1,864,303					\$0
Discovery/Penalties	\$32,515					
Appeals (Total)	0\$					
Outstanding	\$415,218					
Collection % Rate	81.79%			Submitted by: Lynn Bryant, Finance Officer	ant, Finance Officer	
Prior Year Collection % Rate	78.69%					

# Town of Sylva Special Revenue Funds/Capital and Grant Project Quarterly Report December 31, 2024

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

Original Ordinance (2017-01)	0
Fund Balance (6/30/2024 )	4,216
Revenue - Donations/ Interest	103
Fund Balance Appropriation (Operating Budget)	-2,000
Expenditures	0.00
Balance to Date	\$2,319

#### Sidewalk SRF (Fund 27) - Special Revenue Fund:

0.			
Original Ordinance (2017-02) Note: Amended from F	RLF		103,713
Budget Amendment #1 (Skyland Drive 7/11/19)			174,687
Budget Amendment #2 (Skyland Drive 3/12/20 - Note: Rea	approved 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			50,143
Expenditures (Skyland Drive)			-114,974
Highway 107 Prepaid NCDOT			40,131
Encumbrances Remaining DOT Contract Skyland Drive	295,400	Subsequent	-300,000
Balance to Date			\$216,369

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

**Project Closed** 

7/31/2024

**Total Costs** 

\$1,728,743

Town

\$978,743

DOT

\$750,000

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

Original Ordinance (SCIF Grant 11612) (2/24/2	.2)		3,000,000
Expenditures			-2,544,444
Encumbrances (CDC Contract 7/28/2022) Cont	tract Balance		-1,251
Encumbrances (Wurster Contract)			
Encumbrances (Kessel Contract)			0
Encumbrances (Bliss Products - Playground Eq	uipment and Rubber)		0
Encumbrances (Odell)			-525
Encumbrances (Bliss Products - Site Furnishing	gs and Shade)		-118,423
Encumbrance Bartlett			-289,990
Amendment - Sales Tax Refund (11-14-2024)			13,510
Amendment -Interest thru (9/30/2024)(11-14	-2024)		115,643
Sales Tax Refund	(13,510-13,510)	\$0	
Interest	(123,969-115,643)	\$8,326	
			\$174.519

# Town of Sylva Special Revenue Funds/Capital and Grant Project Quarterly Report December 31, 2024

rubiic Nestrooms (ruma so) - s	CIF Grant Capital Project	ct 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 - Sales Tax Interest (11/14/2024)			9,462
Expenditures			-534,606
Encumbrances (Cinderella Partners 1/3/2024)			-58,801
Encumbrances (Odell Contract 3/24/202	22)		-165
Sales Tax Refund	(1,259 -1,259)	\$0	
Interest	(29,665.38-27,884)	\$1,781	
			\$63,321
Bridge Park Stormwater Projec	ct ( Fund 32) - Capital Pr	oject Fund:	*
Bridge Park Stormwater Project Original Ordinance (10/27/2022) ARPA F		oject Fund:	421,000
Original Ordinance (10/27/2022) ARPA F	Related Funds	oject Fund:	
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA	Related Funds A Related Funds	oject Fund:	421,000 -3,000 98,447
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA	Related Funds A Related Funds Related Funds	oject Fund:	-3,000
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA	Related Funds A Related Funds Related Funds	oject Fund:	-3,000 98,447
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes	Related Funds A Related Funds Related Funds	oject Fund:	-3,000 98,447 367,757
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA	Related Funds A Related Funds Related Funds	oject Fund:	-3,000 98,447 367,757 9,500
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures	Related Funds A Related Funds Related Funds		-3,000 98,447 367,757 9,500
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures	Related Funds A Related Funds Related Funds St (11/9/2023)	\$6,602	-3,000 98,447 367,757 9,500
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures	Related Funds A Related Funds Related Funds		-3,000 98,447 367,757 <mark>9,500</mark> -853,564
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures	Related Funds A Related Funds Related Funds St (11/9/2023)	\$6,602	-3,000 98,447 367,757 9,500
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)	\$6,602 \$10,262	-3,000 98,447 367,757 <mark>9,500</mark> -853,564
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest  Facade Grant Improvement Pro	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)	\$6,602 \$10,262	-3,000 98,447 367,757 9,500 -853,564
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest  Facade Grant Improvement Pro Original Ordinance (4/25/2024) JC TDA	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)  ogram ( Fund 33) - Gran	\$6,602 \$10,262	-3,000 98,447 367,757 9,500 -853,564 \$40,140
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest  Facade Grant Improvement Pro Original Ordinance (4/25/2024) JC TDA Original Ordinance (4/25/2024) Communications	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)  ogram ( Fund 33) - Gran	\$6,602 \$10,262	-3,000 98,447 367,757 9,500 -853,564 \$40,140
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest  Facade Grant Improvement Pro Original Ordinance (4/25/2024) JC TDA Original Ordinance (4/25/2024) Communications of the communication of the	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)  ogram ( Fund 33) - Gran	\$6,602 \$10,262 at Project Fund:	-3,000 98,447 367,757 9,500 -853,564 \$40,140
Original Ordinance (10/27/2022) ARPA F Amended Ordinance (11/10/2022) ARPA Amended Ordinance (11/9/2023) ARPA Amended Ordinance (9/14/2023) JCTDA Amended Ordinance Bridge Park Interes Expenditures  Sales Tax Refund Interest  Facade Grant Improvement Pro Original Ordinance (4/25/2024) JC TDA Original Ordinance (4/25/2024) Communications	Related Funds A Related Funds Related Funds St (11/9/2023)  (19,762-9,500)  ogram ( Fund 33) - Gran	\$6,602 \$10,262	-3,000 98,447 367,757 9,500 -853,564 \$40,140

#### Item 1.

# Town of Sylva Special Revenue Funds/Capital and Grant Project Quarterly Report December 31, 2024

#### Poteet Park Restroom Project (Fund 34) - Grant Project Fund: Original Ordinance (8/8/2024) Closeout of Allen Street Capital Project Fund 200,000 0 Expenditures \$3,995 Interest \$200,000 Scotts Creek Slope Project (Fund 35) - Grant Project Fund: Original Ordinance (8/8/2024) Closeout of Allen Street Capital Project Fund 125,000 829,500 Transfer In GF Year End (6/30/2024) Expenditures \$5,491 Interest \$954,500



## TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Amanda Murajda, Town Clerk

Eric Ridenour, Town Attorney

Thursday, January 9, 2025 at 5:30 PM Board Room, 83 Allen Street Sylva, North Carolina

#### **MINUTES**

PRESENT:

Jonathan Brown, Commissioner

Blitz Estridge, Commissioner Mary Gelbaugh, Mayor Pro-Tem Mark Jones, Commissioner Johnny Phillips, Mayor

ABSENT:

Brad Waldrop, Commissioner Paige Dowling, Town Manager

Paig

#### **CALL TO ORDER**

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

STAFF PRESENT: Robbie Carter (Assistant Police Chief) and Chris Hatton (Police Chief).

VISITORS: None.

#### APPROVAL OF AGENDA:

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

#### APPROVAL OF CONSENT AGENDA

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

PUBLIC COMMENTS: None.

**MAYOR'S REPORT:** Mayor Phillips mentioned the impending snow storm for the area. Town departments will be working to keep roads safe. He reminded the board of the budget work session on January 30, 2025, at 9:00 a.m.

**COMMISSIONER'S REPORT:** Commissioner Gelbaugh inquired about an email received regarding a skate park. She would like to see commissioners reach out to the county recreation department and offer their support in having a skate park added to the recreational master plan for Jackson County. Mayor Phillips mentioned creating a resolution of support from the Town. Commissioner Estridge noted that Sylva had a great 2024 economically and 2025 will hopefully be the same. Commissioner Brown added that there is interest of county officials in a skate park. Brown participated in a recent Fire Department meeting and discussed their training an upcoming need for a new fire truck.

MANAGER'S REPORT: None.

NEW BUSINESS: None.

**ADJOURNMENT:** Commissioner Gelbaugh made a motion to adjourn the meeting at 5:39 p.m. The motion carried with a unanimous vote.

Johnny	Phillips
Mayor	

Amanda W. Murajda Town Clerk



## TOWN OF SYLVA BOARD OF COMMISSIONERS WORK SESSION

Amanda Murajda, Town Clerk

Eric Ridenour, Town Attorney

Thursday, January 23, 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 Mark Jones, Commissioner Johnny Phillips, Mayor Brad Waldrop, Commissioner

ABSENT:

Paige Dowling, Town Manager

#### CALL TO ORDER

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

STAFF PRESENT: Jake Scott (Public Works Director), Bernadette Peters (Main Street Director), Mike Beck (Fire Chief), Tammy Pavey (Police), Aimee Sumner (Police), Josh Geiger (Police), Brandon Flesch (Police), Galadriel Lavere (Police), Robbie Carter (Assistant Police Chief) and Chris Hatton (Police Chief).

VISITORS: Cyndy Caravelis

#### APPROVAL OF AGENDA

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

#### APPROVAL OF CONSENT AGENDA

Commissioner Brown 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 Commissioner Jones was absent due to sickness. He reminded everyone of the budget meeting rescheduled for February 13, 2025, at 1:00 p.m. Phillips also commended staff on their work during the recent snowstorm.

#### **COMMISSIONER'S REPORT**

Commissioner Gelbaugh encouraged everyone to read an article in the Sylva Herald regarding a skate park. She attended a county meeting with Jon Brown regarding the skate park and there were several residents who spoke. Commissioner Waldrop noted the extreme cold and thanked all town departments for their work during the cold and snow. Commissioner Estridge announced he would be stepping down from the Pinnacle Park Board and Commissioner Jonathan Brown would replace him. Commissioner Brown also commented on the county meeting and skate park.

#### MANAGER'S REPORT: None.

#### PUBLIC WORKS DEPARTMENT REPORT: Jake Scott reported the following:

- Scott gave an update on snow removal and thanked Jackson County and NCDOT for their partnership.
- The new public restrooms are open.
- · Scott gave an update on Bryson Park renovations.
- The town received an RTP grant to add two loop trails at Pinnacle Park. More information will be forthcoming.
- · Scott will meet with FEMA on February 4, 2025, for the first official site visit for wall repairs.
- Two new employees will begin soon—Camren Powell and Dason Farmer

#### POLICE DEPARTMENT REPORT: Chris Hatton, Police Chief, reported the following:

- Officers Kirkland and McFalls have completed field training.
- NC Impact will air on PBS on 2/21/25 at 7:30 p.m. on the Community Care Program.
- · Planning has begun for GUTM.

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

- The contract for a new fire truck has been signed. The truck will be delivered in 2026.
- · Calls for service have increased.

#### MAIN STREET REPORT: Bernadette Peters reported the following:

- GUTM applications are being accepted, and spots are almost full.
- An ADA study on the downtown area was completed by Jennifer Hinton. Peters and Jake Scott will review.
- Façade grants are almost complete.

#### **NEW BUSINESS—ACTION ITEMS**

# SPECIAL EVENT REQUEST: WARD'S PLUMBING EMPLOYEE APPRECIATION EVENT—ALCOHOL REQUEST: Ward Plumbing is requesting to have Innovation Brewing serve beer at their employee appreciation event May 7, 2025 at Bridge Park which needs board approval. Commissioner Waldrop recused himself from voting. Commissioner Gelbaugh made a motion to approve the request. The motion carried with a unanimous vote.

SPECIAL EVENT REQUEST: INNOVATION BREWING—BEER GARDEN AT GREENING UP THE MOUNTAINS: Innovation Brewing is working with the MSSA to sponsor the Beer Garden at Greening Up the Mountains in April 2025. Commissioner Estridge made a motion to approve the application to hold a Beer Garden at the 2025 Greening Up the Mountains festival. The motion carried with a unanimous vote.

SPECIAL EVENT REQUEST—CONCERTS ON THE CREEK—REQUEST FOR ALCOHOL: MSSA has requested to have alcohol sold at all events for Concerts on the Creek through Innovation Brewing and Balsam Falls Brewing. Commissioner Waldrop made a motion to approve the request from MSSA. The motion carried with a unanimous vote.

**COMMUNITY CARE PROGRAM PRESENTATION:** Chris Hatton, Galadriel Lavere and Cyndy Caravelis gave an update to the board on the Community Care Program.

ADJOURNMENT: Commissioner Waldrop made a motion to adjourn the meeting at 10:08 a.m. The motion carried with a unanimous vote.

Johnny Phillips	Amanda W. Murajda
Mayor	Town Clerk

R2025-02

Item 5.

# Resolution of Support Skate Park Jackson County Recreation Master Plan

Whereas, the Town of Sylva supports skate parks, skating and other related recreational activities; and

Whereas, skateboarders do not have a skate park in the Town of Sylva; and

- Whereas, the Town of Sylva's skate ramp was damaged beyond repair during Hurricane Helene and it was not covered by insurance due to the location in the floodplain and the value was below the Town's deductible; and
- Whereas, the community's demographics, trends, and recreational interests have evolved and skateboarding has become an extremely popular activity for many Town of Sylva and Jackson County residents; and
- Whereas, the Town of Sylva believes this would improve the quality of life for Town of Sylva and Jackson County residents by creating new recreational facilities, and
- **Whereas,** The Town of Sylva would like to request that Jackson County include a skate park facility in the county's recreation master plan; and
- **Now Therefore Be It Resolved**, by the Town of Sylva Board of Commissioners that the Town supports the concept of a skate park to be developed by Jackson County and included in their recreational master plan.

Approved this the 13 <sup>th</sup> day of February, 2025.	
Johnny Phillips, Mayor	

Amanda W. Murajda, Town Clerk