Town of Woodfin
Town Council Meeting

Tuesday, June 17, 2025
5:00 pm

ACTION MEETING MINUTES

Council Members Present
Mayor Jim McAllister
Council Member Philip Cohen
Council Member Hazel Thornton
Vice Mayor Elisabeth Ervin
Council Member Ken Kahn
Council Member Johanna Young

Council Members Absent

Town Staff Present
Shannon Tuch, Town Manager
John Henning, Town Attorney
Ricky Hurley, Planning Director
Gena Powers, Town Clerk / PIO
Sheri Powers, Finance & Budget Director
Jacqui Boykin, Police Chief
Adrienne Isenhower, Projects & Facilities Director

The meeting video can be seen in its entirety at:
https://youtube.com/live/16BcqpcXFNo?feature=share

Mayor McAllister called the meeting to order at 5:00 pm.

A. Approval of the Agenda (0:44)
Council Member Thornton made a motion to approve the agenda. Vice Mayor Ervin seconded the motion which passed unanimously, 5-0.

B. Consent Agenda (1:00)
1. Approval of the May 20, 2025, regular and closed session meeting minutes.
2. Approval of the tax collection report for the period ending April 2025.
3. Approval of Ordinance 2025-11 Amending the General Fund and Stormwater Utility Fund Budgets for FY 2024-2025
4. Approval of the Fiscal Year 2024-2025 Annual Audit Contract with Ray, Bumgarner, Kingshill, & Assoc., P.A., Certified Public Accountants
5. Approval of Resolution 2025-03 Amending the Town's Cash Flow Loan Agreement with the State of NC
6. Approval of changes to the Purchasing & Contracting Policy and the Town's Conflict of Interest Policy.
7. Approval of Resolution 2025-04 setting a public hearing for a request to close a right-of-way known as Crescent Avenue.
8. Approval of Resolution 2025-05 to Authorize the Disposal of a Surplus Public Works Vehicle

Vice Mayor Ervin made a motion to approve the Consent Agenda. Council Member Kahn seconded the motion, which passed unanimously, 5-0.

C. Public Comment (1:45)– The public is invited to attend this meeting in person or view this meeting on YouTube Live: https://www.youtube.com/live/mW1GYyGFBFc?si=CSgchOZx28g4XwQW . All documents related to agenda items not published on the website may be viewed in advance of the meetings in person at Town Hall, 90 Elk Mountain Rd, Woodfin.

There was no Public Comment.

Citizens may address the Board concerning various topics after being recognized by the mayor and are limited to 3 (three) minutes speaking time.

D. Presentations & Reports (9:11)

1. Town Manager Report – Shannon Tuch, Town Manager

E. New Business (111:20)

1. ABC Store Annual Report – Jackie Craig, ABC Board Chair

ABC Board Chair Jackie Craig called the ABC meeting to order at 5:18 pm.

2. ABC Board Q & A, Council Members Ervin & Kahn

Town Council asked the ABC Board to increase their reporting from annually to once every four months, and the ABC Board members agreed to this request.

3. Public Hearing-Consideration of Ordinance 2025-08, a request to Update the Stormwater Fees. - Adrienne Isenhower, Projects & Facilities Director

Mayor McAllister opened the public hearing at 6:39 pm.

Resident Ronnie Lunsford ask what action will be taken against those who did not pay past stormwater fees? Finance Director Powers explained the collection process.

Mayor McAllister closed the public hearing at 6:40 pm.

Council Member Kahn made a motion to approve Ordinance 2025-08, the proposed amendment to Chapter 41, Article VII – Stormwater Management Utility, Subsection 41-45 Rate Structure, to amend the stormwater fee rates. Council Member Cohen seconded the motion, which passed unanimously,5-0.

4. Public Hearing-Consideration of Ordinance 2025-09, requesting approval of Proposed Fiscal Year 2025-2026 Budget. -Sheri Powers, Finance & Budget Director

Mayor McAllister opened the public hearing at 6:51 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 6:52 pm.

Council Member Cohen made a motion to approve Ordinance 2025-09, the Town of Woodfin's Fiscal Year 2025-2026 Budget, and find that it is reasonable, is in the public interest, is consistent with the Woodfin Together comprehensive plan and the financial needs of the Town. This budget ordinance reflects a balanced budget in accordance with NCGS 159-8 and maintains the current ad valorem tax rate of thirty-three cents ($.33) per $100 valuation of taxable property. Council Member Young seconded the motion, which passed unanimously,5-0.

5. Public Hearing – Consideration of Ordinance 2025-10, requesting approval of a zoning text amendment to Chapters 46 and 54 of the Town of Woodfin Code of Ordinances related to landscape requirements. -Ricky Hurley, Planning Director

Mayor McAllister opened the public hearing at 7:08 pm.

Resident Walt Brewer asked two clarifying questions regarding tree planting requirements.

Mayor McAllister closed the public hearing at 7:10 pm.

Council Member Young made a motion to approve Ordinance 2025-10, requesting approval of a zoning text amendment to Chapters 46 and 54 of the Town of Woodfin Code of Ordinances related to landscape requirements, subject to the following additional condition: that the term green space be substituted for the term open space, and find that it is reasonable, is in the public interest, is consistent with the Woodfin Together comprehensive plan, and meets the development needs of the community in that the request: 1. Provides additional clarity and predictability to development requirements, thereby supporting economic development. 2. Ensures that the Town's planning, zoning, and permitting processes facilitate sustained and positive development and support the needs of business and industry; and 3. Preserves and enhances Woodfin's green space, natural environment, and community character. Council Member Kahn seconded the motion, which passed unanimously,5-0.

6. Public Hearing – Consideration of Ordinance 2025-12, requesting approval of a zoning map amendment for portions of property located at 317 & 99999 Ventana Drive, and identified in the Buncombe County Tax Record as PINs: 9741-52-0644and 9741-42-5878. The rezoning request is to change 1.25 acres from Community Shopping (CS) to Residential 21 (R21) and 0.18 acres from Residential 21 (R21) to Community Shopping (CS). The project contact is Troy Shriver on behalf of property owner Philly Capital Partners, LLC. -Ricky Hurley, Planning Director

Mayor McAllister opened the public hearing at 7:19 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 7:20 pm.

Council Member Thornton made a motion to approve Ordinance 2025-12, requesting approval of the rezoning of 1.25 acres from Community Shopping District to R-21 Residential District and rezoning of 0.18 from R-21 Residential District to Community Shopping as shown on Exhibits A & B and find that it is reasonable, is in the public interest, is consistent with the Woodfin Together comprehensive plan, and meets the development needs of the community in that the request: 1. Uses the Future Land Use Map for guide development decisions (1.1.1). 2. Make government decision-making accessible and transparent to all residents (4.4.3). Vice Mayor Ervin seconded the motion, which passed unanimously,5-0.

Vice Mayor Ervin made a motion to adjourn into closed session consistent with North Carolina General Statute §143-318.11 (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Council Member Thornton seconded the motion, which passed unanimously, 5-0.

F. <u>Executive Session -</u> **The Town Council may adjourn to private chambers to discuss legal, personnel, contractual or similar matters protected by the NCGS §143-318.11(a) including subsections:**
(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. (6) To consider the qualifications, competence, performance, character, fitness, conditions of

appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

G. Adjournment-

Vice Mayor Ervin made a motion to adjourn the meeting. Council Member Kahn seconded the motion, which passed unanimously,5-0.

Mayor McAllister adjourned the meeting at 8:48 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest: _____
Gena Powers/Town Clerk