MINUTES

COUNCIL FINANCE, HUMAN RESOURCES and CITIZEN APPOINTMENT COMMITTEE

Monday, February 24, 2025 – 11:00 AM
City Hall Council Chambers

Members Present:	Lauren Wise, Chair, Council Member Gary Daniel, Vice-Chair, Council Member Susan Miller, Citizen Member
Staff Present:	Dean Luebbe, Finance Director Kelley Craig, Human Resources Director Becky McCann, Communications Coordinator Selena Coffey, Assistant to the City Manager
Guests:	Harvey Sankey

A. Welcome & Call to Order

Committee Chair Lauren Wise welcomed everyone and called the meeting to order at 11:00am.

B. Certification of Quorum

Quorum was certified by Assistant to the City Manager

C. Approval of Agenda

Motion by Mr. Daniel, seconded by Ms. Miller, to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes

Motion by Ms. Miller and second by Mr. Daniel to approve the minutes of the January 22, 2025 meeting as presented. The motion carried unanimously.

E. Review of Non-Profit Application Submissions

Mr. Wise opened the discussion of non-profit applications as distributed earlier by staff, focusing primarily on a spreadsheet listing all non-profit requests. Ms. Coffey recommended that the committee start at the top and go line by line reviewing the requests from each organization and indicate what, if any, level of funding they would recommend funding in the upcoming budget. Mr. Luebbe reminded the committee that

the goal for charitable contributions had been set at 1% of the General Fund budget, which avails $120,000 for this use. The committee agreed with this approach and had a conversation about the various non-profits' goals, needs, and service contributions to the city and its residents. Mr. Wise recommending noting each recommendation with the following:

Red shading = No recommended funding
Green shading = Funding
Yellow shading = Possible funding at lower level

	FY25 Requested	FY25 Council Approved	FY26 Requested	FY26 Committee Recommended
Augustine Literacy Project	$4,500	$0	$0	**$0**
Blue Ridge Community Health	$0	$0	$0	**$0**
Bound for Glory	$3,000	$0	$0	**$0**
Boys and Girls Club	$15,000	$0	$5,000	**$0**
Bread of Life	$0	$0	$7,500	**$7,500**
Brevard Academy	$31,140	$0	$0	**$0**
Brevard Music Center	$0	$0	$10,000	**$0**
Chamber of Commerce	$4,000	$4,000	$4,000	**$4,000**
Children's Center	$10,000	$0	$20,000	**$5,000**
Cove (The)	$0	$0	$25,000	**$5,000**
El Centro	$7,000	$7,000	$0	**$0**
Family Place	$10,000	$0	$0	**$0**
Haven (The)	$0	$0	$24,132	**$5,000**
Heart of Brevard	$58,000	$39,000	$31,000	**$31,000**
Housing Assistance Corporation	$0	$0	$15,000	**$15,000**
Hunger Coalition	$5,000	$0	$7,500	**$2,000**
Kids In Camp	$1,000	$0	$1,000	**$0**
Mary C Jenkins (suppl janitorial. Staff referred)	$0	$0	$15,000	**TBD**
Meals On Wheels	$0	$0	$20,000	**$5,000**
Pisgah Area SORBA	$8,100	$5,600	$0	**$0**
Pisgah Conservancy	$8,210	$5,710	$7,500	**$0**
Rise and Shine	$5,000	$5,000	$7,500	**$5,000**
Sharing House	$10,000	$10,000	$10,000	**$10,000**
Smart Start	$0	$0	$65,000	**$0**
Sparkpoint	$10,000	$0	$4,000	**$0**
TC Arts	$15,000	$0	$15,000	**$0**
TC Strong	$10,000	$0	$0	**$0**
Transylvania County Historical Society	$4,000	$0	$15,000	**$0**
Transylvania Habitat for Humanity	$0	$0	$10,000	**$10,000**
Transylvania Heritage Museum	$0	$0	$1,500	**$0**
Transylvania Economic Alliance	$5,000	$5,000	$5,000	**$5,000**
Transylvania Farmers Market	$20,000	$20,000	$18,000	**$18,000**
Veteran Museum	$0	$0	$0	**$0**
TOTAL	**$243,950**	**$101,310**	**$343,632**	**$127,500**

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The following issues were also noted:

- Funding for the Chamber of Commerce is eligible to be moved to an operating line in the Mayor and Council budget as a membership.
- The Heart of Brevard presented a $50,000 request, but only $31,000 is voluntary. The remaining $19,000 is contractually obligated.
- The funding recommended for the Mary C. Jenkins Community Center (MJCCC) board may be used to pay for extra kitchen janitorial and exterior landscaping. This is yet to be determined, as staff awaits input from the MCJCCC Board.
- Funding for Rise and Shine and Sharing House is eligible to be moved to an operating line item within the General Fund budget.
- Funding for the Transylvania County Farmers Market is eligible to be placed in the Community Center operating budget.

There was significant discussion of the need for further discussion and negotiation with the Heart of Brevard and the Mary C. Jenkins Cultural and Community Center Board regarding funding to these agencies before decisions are finalized for them.

F. Public Comment

Mr. Sankey commended the committee on their thorough discussion. He questioned whether the committee knows what percentage of the funding goes towards administrative costs.

G. Set Date for Next Meeting

The next meeting of the Committee was scheduled for March 24, 2025 at 11:00am.

H. Adjourn

There being no further business, Ms. Miller made a motion to adjourn, seconded by Mr. Daniel, and all in favor. Meeting adjourned at 12:22pm.

Minutes Approved: _____

X _____
Lauren Wise, Chair, Council Member or
Gary Daniel, Vice Chair, Council Member

X _____
Selena D. Coffey
Assistant to the City Manager

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