MINUTES
BREVARD CITY COUNCIL
Regular Meeting
June 16, 2025 – 5:30 PM

The Brevard City Council met in regular session on Monday, June 16, 2025, at 5:30 p.m. in the Council Chambers of City Hall with Mayor Copelof presiding.

Present – Mayor Maureen Copelof, Mayor Pro Tem Gary Daniel, and Council Members Mac Morrow, Aaron Baker, Lauren Wise and Pamela Holder

Staff Present – City Attorney Mack McKeller, City Manager Wilson Hooper, City Clerk Denise Hodsdon, Assistant City Manager/Finance Director Dean Luebbe, Assistant City Manager David Todd, Assistant to the City Manager Selena Coffey, Human Resource Director Kelley Craig, Communications Coordinator Becky McCann, Planning Director Paul Ray, Assistant Planning Director Aaron Bland, Police Chief Tom Jordan, Assistant Fire Chief Mark Norton, Wastewater Treatment Plant ORC Aaron Winans, Water Treatment Plant ORC Dennis Richardson, and Community Center Director Tyree Griffin

Press – Dave Bradley, Transylvania Times

A. Welcome and Call to Order – Mayor Copelof called the meeting to order and welcomed those present.

B. Invocation – Reverend Shelly Webb of Sharing House offered an invocation.

C. Pledge of Allegiance – Mayor Copelof led the pledge of allegiance.

D. Certification of Quorum – City Clerk Denise Hodsdon certified that a quorum was present.

E. Approval of Agenda – Mr. Baker asked to remove Item K-13 Project and Budget Amendment-Norton Creek Restoration Phase 2-$100,000 from the Consent Agenda and add it to New Business as Item M-1. Mayor Copelof asked to add a resolution supporting Schenck Job Corps Center to New Business as Item M-2. Ms. Holder moved, seconded by Mr. Baker to approve the agenda as amended. The motion carried unanimously.

F. Approval of Minutes

F-1. April 11, 2025 Budget Workshop – Mr. Morrow moved, seconded by Mr. Baker to approve the minutes of the April 11, 2025 Budget Workshop as presented. The motion carried unanimously.

F-2. June 2, 2025 Regular Meeting – Mr. Wise moved, seconded by Mr. Baker to approve the minutes of the June 2, 2025 Regular Meeting as presented. The motion carried unanimously.

G. Public Comments

Warren Johnson said I have property at 22 Lakeview Ave. in Franklin Park, and I want to talk about the Inn at Brevard. I want to talk about the structure, and you can see it from the curb—it's got 12 air conditioning units hanging out of the windows, steel standing seam roof material, mismatched columns and caps/bases, and vinyl windows in the kitchen addition. How did these features pass for a historically preserved house built in the mid 1800's? I think these people have been skating by for years paying half property taxes, both city and county, while not being compliant. Still looking for $47,000? Alcohol Sales: alcohol sales in Brevard restarted in 1967 when they built the ABC store where Metcalf Pharmacy now is. They built that building in 30 days after

they passed being able to sell alcohol in Brevard. We spent tons of time on fighting alcohol and all of a sudden we want to put alcohol in a residential neighborhood. We can roll a tennis ball and hit two churches and a kindergarten from that property. That used to be a problem. Where was the foresight that this town needs to revolve around an issue that it battled for decades. I'm in the building supply business and I deal with a lot of builders; had a lot of conversations with them about repairs to a building that was built in the 1800's. Their feelings were you can easily be dealing with a money pit—$1M for foundation, heating, plumbing, chimney, and roof repairs. Add that to the asking price of $2M equals a pretty expensive undertaking for some people that are going to sell pottery and teach guitar lessons. Not throwing off on them, but it doesn't sound right. The annex proposal is to house working staff. Eight of the ten rooms are without a kitchen and that's out of compliance with Brevard. You can't have people living in housing that doesn't have a kitchen. Who is going to keep tabs on how long it's going to take to fix that upper driveway, the lower driveway? I will leave you with these two words and you can fill in the blanks…City Camper.

H. Certificates/Awards/Recognition

H-1. Recognition of Outgoing Committee/Board Citizen Members – Mayor Copelof presented Certificates of Appreciation and the Mayor's Challenge Coin to the following outgoing Committee and Board Members:

- Lee McMinn – Downtown Master Plan Committee
- Nancy DePippo – Parks, Trails & Recreation Committee
- Wyn Birkenthal – Parks, Trails & Recreation Committee
- Rebecca Wynn – Rosenwald Community Advisory Board
- James Carli – Planning Board

I. Special Presentations – None.

J. Public Hearing(s)

J-1. Proposed Amendment to the Official Zoning Map of the City of Brevard – Pisgah Gateway District – Aaron Bland explained that this rezoning for a new district at the entrance to Pisgah National Forest was discussed last year by both the Planning Board and Council. Council enacted the new district on November 18, 2024, however following that action the General Assembly adopted SL 2024-57 that included a tweak to the definition to "downzonings", which retroactively invalidated Council's enactment of the PGX District. In February 2025 Council re-adopted the text amendments of the UDO that created the PGX District but did not re-apply the new district to any parcels of land. On April 7, 2025 Council amended the UDO to create a definition for "residential zoning district", which was previously undefined by the UDO or by state statute. In the absence of the statutes defining this key term, Council created one for the purposes of Brevard's zoning enforcement and administration. The definition adopted is "any zoning district that permits residential land uses." This has allowed us to introduce the re-adoption of the zoning map amendment to apply to the PGX District. Staff are proposing to rezone the same geographic area previously adopted. The Planning Board discussed this matter at its May 27th meeting and recommended approval as presented.

At 5:54 p.m. Mr. Morrow moved, seconded by Mr. Baker to open the public hearing. The motion carried unanimously.

Public Participation:

Chuck Kitchen said I represent Christine Sorrells who is a property owner which appears to be part of this rezoning. I say appears to be as she is included in the map that you show on your website and was sent out with the notice. However, your website also says that the only people being included are people who opt in to the rezoning by May 9th. That is on there as of Saturday, anyway; I have not checked it today, but that is what the town is saying is included. She did not opt in. She does not want to be opted in. This is the property on the forest side of Deavor Road roundabout.

It is the last property in this proposed rezoning. Quite frankly, I don't think it makes sense to be in it. I can't see how it's going to be redeveloped as a commercial property; it's just not suitable. You have the roundabout…everything to the southeast of the roundabout is in a flood zone. So, there is actually a natural break between this rezoning and that property. Further, I do not believe you can rezone it without her consent. What was changed last December I don't think really affected this. One of the ways you have a downzoning is reducing the permitted uses. It has nothing to do with residential or not. This rezoning will reduce the permitted uses for this property. Currently it is used as a single-family residence. It would no longer be allowed to be a single-family residence under your PGX zone. You simply do away with single-family. You can have multi-family, but not single family. Secondly, I do not agree that you can arbitrarily define residential. You have several mixed use zones in the City of Brevard. Just saying they're all residential I don't think makes them residential. I think you're trying to get around the clear intent of the General Assembly by doing that and I would submit that this proposed rezoning is in violation of 160D-601, both sections (d)(2) and (3), which is the reduction of use and creating a nonconformity, which this would. I would ask the City Council to remove this property from rezoning. Thank you and I will leave copies of my comments with the Clerk.

James Carli said I am very excited to hear about the resubmission of this proposal. My background is in fact in land use planning, Appalachian State Dept. of Geography and Planning. It was a pleasure to come back because…a real quick story…eight years before I ever moved to Brevard back in 2012 I was working at a summer camp over there in Hendersonville and we'd bring the kids over here to Pisgah to go camping. I loved the drive through the trees from Hendersonville every year and then I'd get to Brevard just before we'd go into the forest and I was crestfallen to encounter what was a giant strip mall shopping center with a Walmart right next to this beautiful wilderness. I always thought that that area of land could be made better over time. This kind of proposal will lay the foundations for over the next decade, or two or three decades, for the improvement of this area into a gateway type of development befitting an attractive wilderness mountain town in North Carolina. As I understand it, properties are grandfathered into their current uses as long as the property owner resides there and does not sell their property. What this will permit is the addition of new residential housing redevelopments in a giant…for example, conceivably, that Walmart parking lot has a lot of potential to be improved with the addition of buildings that include new apartments, new residences, new retail facilities, and create a really nice second anchor to the City of Brevard that will not, to the fear of some, draw folks away from downtown, but increase the capacity of both residences and visitors alike to enjoy and optimize both the sense of place and our economy here in this town. I am very excited to watch over the many years to come what we will look like as this area gradually improves with new buildings, new residences, new opportunities for commerce, new opportunities for recreation, and creates a sense of place that creates a really nice gateway next to our giant wilderness forest. I am very excited to encourage all of you to pass this as we have developed it here, to examine any questions about property owners' rights—the property owner should be entitled to do so. I believe that the property owners did receive all due notification for zoning hearings by deadlines, whether or not they replied, I would check with City Staff. I think this is a really solid step forward to making Brevard the wonderful little mountain town that it can be.

At 6:02 p.m. Mr. Baker moved, seconded by Ms. Holder to close the public hearing. The motion carried unanimously.

Following questions and comments from Council, Mayor Copelof asked if Council wished to vote on this item now or to wait until the next meeting. Ms. Holder moved, seconded by Mr. Baker to wait until the next meeting to vote on this. The motion carried unanimously.

K. Consent and Information - Consent Agenda items are considered routine and are enacted by one motion. Mayor Copelof read aloud the items listed and asked for a motion to approve the consent agenda. Mr. Wise moved, seconded by Mr. Morrow to approve the consent agenda. The motion carried unanimously.

K-1. Tax Settlement Report – May, 2025

K-2. Ordinance Declaring Road Closures for July 4th Festival

ORDINANCE NO. 2025-28
AN ORDINANCE DECLARING STREET CLOSURES
FOR THE 2025 FOURTH OF JULY FESTIVAL

WHEREAS, Brevard City Council acknowledges a tradition of providing for festivals and special events downtown for the pleasure and enjoyment of citizens and visitors alike; and,

WHEREAS, Brevard City Council acknowledges that festivals and special events provide an opportunity for family-oriented activities that celebrate our small-town charm; and,

WHEREAS, Brevard City Council acknowledges these events require NCDOT system roads to be closed for setup, activities, and cleanup; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 1. Pursuant to authority granted by G.S. 20-169, the City of Brevard hereby declares the following temporary road closures on the following described portions of the State Highway System:

Date:	Friday, July 4, 2025
Time:	8:00 AM – 11:00 PM
Description:	Main Street (U.S. 276) from Caldwell Street to Gaston Street Broad Street (U.S. 64) from Appletree Street to Morgan Street

SECTION 2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this, the 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-3. Ordinance Declaring Road Closures for National Night Out

ORDINANCE NO. 2025-29
AN ORDINANCE DECLARING A ROAD CLOSURE
FOR THE 2025 NATIONAL NIGHT OUT EVENT

WHEREAS, Brevard City Council acknowledges a tradition of providing for festivals and special events downtown for the pleasure and enjoyment of citizens and visitors alike; and,

WHEREAS, Brevard City Council acknowledges that festivals and special events provide an opportunity for family-oriented activities that celebrate our small-town charm; and,

WHEREAS, Brevard City Council acknowledges these events require NCDOT system roads to be closed for setup, activities, and cleanup; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

SECTION 1. Pursuant to authority granted by G.S. 20-169, the City of Brevard hereby declares the following temporary road closure during the day and time set forth below on the following described portion of a State Highway System route:

Date:	Tuesday, August 5, 2025
Time:	4:00 PM – 10:00 PM
Route Description:	East Main Street (U.S. 276) from Broad Street to Johnson Street

SECTION 2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this the 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-4. Resolution Adopting the South Mountains Regional Hazard Mitigation Plan

RESOLUTION NO. 2025-43
A RESOLUTION ADOPTING THE SOUTH MOUNTAIN
REGIONAL HAZARD MITIGATION PLAN FOR THE CITY OF BREVARD

WHEREAS, the citizens and property within the City of Brevard are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, the City of Brevard desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the City of Brevard and Transylvania County have performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the City Council of the City of Brevard to fulfill this obligation in order that the City of Brevard will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA HEREBY:

1. Adopts the South Mountains Regional Hazard Mitigation Plan.

2. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Approved and adopted this the 16th day of June, 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor

K-5. Approval of KCI Design Amendment No. 2

RESOLUTION NO. 2025-44
RESOLUTION APPROVING KCI ASSOCIATES OF NORTH CAROLINA, P.A. AMENDMENT NO. 2 FOR THE WASTEWATER TREATMENT PLANT RENOVATION PROJECT

WHEREAS, in July of 2024 the City selected KCI Associates of North Carolina P.A. (KCI) as the engineer of record for the Wastewater Treatment Plant project to develop a Preliminary Engineering Report (PER) to determine the need for renovation or replacement of the City's Wastewater Treatment Plant; and

WHEREAS, the KCI analysis, which included a predictive flow analysis of current and future flows, determined the current plant could be renovated within the present footprint versus constructing a new plant on a different location; and

WHEREAS, the KCI analysis determined that flow increase would happen slowly over time allowing for a 3 phase approach over the next 20 to 30 years, depending on growth, to implement the renovation of the plant; and

WHEREAS, the Public Works and Utilities Committee approved and recommended proceeding with the 3 phase approach to implementing the renovation of the plant; and

WHEREAS, City staff have negotiated in good faith with KCI to define the scope and cost of Amendment No. 2; and

WHEREAS, the City Manager and staff recommend proceeding with KCI to complete the design and construction of Phase 1, and PERs for Phases 2 and 3 using the remaining $9 million portion of the previous $12 million appropriation designated for improvements to water and sewer systems, pending State approval.

NOW, THERFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BREVARD, NORTH CAROLINA THAT:

Section 1. The City Manager and or his designee are directed to approve the KCI Design Amendment No.2.

Section 2. This resolution shall be effective upon adoption.

Adopted and approved this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor

K-6. Finance Report at 4-30-2025

K-7. Budget Amendment – Powell Bill - $28,200

ORDINANCE NO. 2025-30
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-10

SUBJECT: Budget Amendment to increase Powell Bill related expenditures and revenues by $28,000.

AGENDA INFORMATION

Agenda Location	**Consent**
Department:	**Finance**
Contact:	**Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: Powell Bill revenues received during FY24-25 were $28,200 higher the budgeted. The City elected to spend this unexpected overage on repaving of City streets. In total, the City expended $248,147.25 in street repaving during FY24-25.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-10, as submitted, increasing the budget in expenditure account:

10-5700-4500 (Contracted Services)	$28,200
TOTAL	**$28,200**

And increasing the budget in the revenue account:

10-3430-0000 (Powell Bill revenues)	$28,200
TOTAL	**$28,200**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-8. Budget Amendment – Finance - $30,000

ORDINANCE NO. 2025-31
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-11

SUBJECT: Budget Amendment to increase Finance Department expenditures by $30,000.

AGENDA INFORMATION

Agenda Location	**Consent**
Department:	**Finance**
Contact:	**Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: Managed IT costs for the entire City have historically been budgeted through the Finance Department. These costs were higher than budgeted in FY24-25, in part because of the email upgrade. The City has elected to spread these costs over the individual funds and departments receiving these services in the FY25-26 budget.

Fortunately, motor vehicle taxes were originally budgeted at $304,700 and are expected to end the fiscal year in excess of $350,000, so the City will utilize a portion of this underbudgeted revenue as the offset.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-11, as submitted, increasing the budget in expenditure account:

10-4400-4500 (Contracted Services)	$30,000
TOTAL	**$30,000**

And increasing the budget in the revenue account:

10-3190-0000 (Motor vehicle taxes)	$30,000
TOTAL	**$30,000**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-9. Budget Amendment – Streets Department - $77,500

ORDINANCE NO. 2025-32
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-12

SUBJECT: Budget Amendment to increase Streets Department expenditures by $77,500.

AGENDA INFORMATION

Agenda Location	**Consent**
Department:	**Finance**
Contact:	**Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: The Streets Department needs an end of fiscal year budget amendment for three different reasons.

Firstly, the budgeted amount for streetlights was slightly underbudgeted, but this was compounded by the fact that Duke rates greatly increased in the last 24 months. (As an example, payments made to Duke for streetlights, (Jan. 2023 $10,560.11), (Jan. 2024 $12,279.63), (Jan. 2025 $13,483.26). A $30,000 budget amendment is needed on the streetlight account.

Secondly, the speed cushions project on Probart Street took longer than anticipated and ended up being recorded as an expense in FY25. Originally, the City Manager had requested and received Council approval to include this project in the Supplemental Spending Plan from the FY24-25 budget. At that time, the City was hopeful that the project would be completed by June 30, 2024. Ultimately, it was

completed in February of 2025. A $27,500 budget amendment is needed on the contracted services account.

Lastly, the Department Supplies account is in need of a $20,000 budget increase as the department has needed more of everything, particularly coldpatch.

The budget offset to these entries come from savings in the Sanitation Department.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-12, as submitted, increasing the budget in expenditure account:

10-5600-1300 (Streetlights)	$30,000
10-5600-4500 (Contracted Services)	$27,500
10-5600-3300 (Department Supplies)	$20,000
TOTAL	**$77,500**

And decreasing the budget in the expenditure account:

10-5800-7400 (Capital Outlay)	$57,300
10-5800-4500 (Contracted Services)	$18,200
TOTAL	**$77,500**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-10. Budget Amendment – Community Center - $16,000

ORDINANCE NO. 2025-33
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-13

SUBJECT: Budget Amendment to increase Community Center expenditures by $16,000.

AGENDA INFORMATION

Agenda Location **Consent**
Department: **Finance**
Contact: **Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: As highlighted in the FY25-26 budget, the City is in the process of separating certain costs to the better reflect the department that utilizes the service. Previously, many utility and maintenance and repair expenditures were recorded in the Public Buildings Department, but in the FY25-26 budget, many of these charges have been budgeted under the Community Center Department. The Finance Department actually started recording these entries during FY25, so the Community Center is in need of a $16,000 budget amendment.

The offsetting entry, reduces budgeted expenditures in the Public Building Department.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-13, as submitted, increasing the budget in expenditure accounts:

10-6150-1540 (Maint and Repair)	$10,000
10-6150-1120 (Telephone and Internet - FBCC)	$ 6,000
TOTAL	**$16,000**

And decreasing the budget in the expenditure account:

10-5000-1300 (Utilities)	$16,000
TOTAL	**$16,000**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-11. Budget Amendment – Public Works Admin - $42,000

ORDINANCE NO. 2025-34
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-14

SUBJECT: Budget Amendment to increase Public Works, Administration expenditures by $40,000.

AGENDA INFORMATION

Agenda Location **Consent**
Department: **Finance**
Contact: **Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: The Public Works Administration Department is in need of a $42,000 budget. The Assistant City Manager was hired at a higher salary than anticipated and overtime wages for other employees in the department have exceeded budget.

The budget offset to this entry will come from savings in the Police Department related to vacancies.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-14, as submitted, increasing the budget in expenditure accounts:

10-5450-0200 (Salaries)	$22,000
10-5450-0210 (Salaries - Overtime)	$ 9,000
10-5450-0500 (FICA)	$ 3,000
10-5450-0700 (LGERS Retirement)	$ 5,000
10-5450-0710 (Empower 401K)	$ 3,000
TOTAL	**$42,000**

And decreasing the budget in the expenditure account:

10-5100-0200 (Police Salaries - Regular)	$42,000
TOTAL	**$42,000**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

K-12. Budget Amendment – Housing Trust Fund - $925,000

ORDINANCE NO. 2025-35
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-15

SUBJECT: Budget Amendment to increase revenues and expenditures in the Housing Trust Fund by $925,000 for the purchase of three properties at 543 Old Hendersonville Highway and the related debt.

AGENDA INFORMATION

Agenda Location **Consent**
Department: **Finance**
Contact: **Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: On June 10, 2025 the City closed on the purchase of three properties located at Old Hendersonville Highway and Azalea Avenue. The City and the UNC School of Government Development Finance Initiative (UNC DFI) had identified the property over two years ago as a potential

site for affordable housing units. The total purchase price was 1.1M. The City obtained funding in the amount of $925,000 from United Community Bank at a rate of 4.33%. The debt will be repaid over fifty nine months, and the monthly payment will be $17,460.89.

The expenditure side of this budget amendment would look a bit cleaner except for the following. In October of 2024 the Finance Director proposed a budget amendment for $115,000 for the option to purchase the property. This amendment should have been for $175,000. Additionally, there were $6,282.78 in closing costs associated with the transaction. The $10,000 adjustment to the professional services line item refers to services needed on the Cashier Valley Road property. Proceeds from the sale of that property will revert to the Housing Trust Fund.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-15, as submitted, increasing (decreasing) the budget in expenditure accounts:

76-4900-0925 (Prof Services)	$10,000
76-4900-7400 (Capital Outlay)	$992,000
76-4900-5800 (Increase in Fund Balance)	($77,000)
TOTAL	**$925,000**

And decreasing the budget in the expenditure account:

76-3970-0300 (Debt Proceeds)	$925,000
TOTAL	**$925,000**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

L. Unfinished Business

L-1. Proposed Amendment to the Official Zoning Map of the City of Brevard – Inn at Brevard Conditional Zoning District – Aaron Bland recalled that this request is for a Conditional Zoning District with a base of Residential Mixed Use, which is the current zoning of the property. Council held a public hearing on this request at its June 2nd meeting. Mr. Baker moved, seconded by Mr. Daniel to grant the creation of the district as requested with the agreed-upon conditions. Following comments by Council, the motion carried unanimously.

ORDINANCE NO. 2025-38
AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF BREVARD CREATING THE INN AT BREVARD CONDITIONAL ZONING DISTRICT

WHEREAS, the City of Brevard has the authority, pursuant to Article 7 of Chapter 160D of the North Carolina General Statutes, to adopt zoning regulations, to establish zoning districts and to classify property within its jurisdiction according to zoning district, and may amend said regulations and district classifications from time to time in the interest of the public health, safety and welfare; and

WHEREAS, in response to an application for rezoning filed by Joy Shind for the property described as PIN 8586-60-6150-000 to be rezoned to a Residential Mixed Use Conditional Zoning District; and

WHEREAS, the City of Brevard Technical Review Committee has considered this application and submitted all pertinent comments to the Planning Department for incorporation into this Conditional Zoning District; and

WHEREAS, the City of Brevard Planning Board considered REZ-25-002 on April 22, 2025 and unanimously recommended approval by City Council; and

WHEREAS, the Brevard Planning Board and City Council have determined that this rezoning is both consistent with the following policies and goals of the City's Comprehensive Land Use Plan:

- **Goal 7:** Support economic vitality and grow the tax base, cultivate local businesses, and attract sustainable industry.

- **LUH- 18:** Collaborate with neighborhoods to explore opportunities for zoning overlays, historic preservation, adaptive reuse, infill projects, special events, and other neighborhood-specific activities.

- **LUH-20:** Encourage the creation of well-designed complete and cohesive neighborhoods; and

WHEREAS, the Brevard Planning Board and City Council have determined that this rezoning is reasonable and appropriate within the context of the existing zoning districts and the prevalence of uses in the vicinity of the Subject Parcel, due to the following factors

- This property is located in the Traditional Neighborhood character area in the Future Land Use Map, for which RMX is an applicable zoning district

- The size of the proposed rezoning diminishes any spot zoning concerns

- There is a strong relationship between the currently allowed uses and the allowed uses of the proposed new district

- The new district benefits landowners by creating a more context-sensitive conditional zoning district

- The rezoning is consistent with the above elements of the Comprehensive Land Use Plan; and

WHEREAS, a public hearing was conducted by Council on June 2, 2025; and

WHEREAS, the City of Brevard City Council, after hearing all persons wishing to comment on this request, desires to approve said request.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The zoning classification of that certain real property depicted in Exhibit A to this Ordinance, which is attached hereto and incorporated herein by reference, is hereby rezoned to be the Inn at Brevard Conditional Zoning District with the Residential Mixed Use District base district, as shown on Exhibit A attached hereto.

Section 2. The District is a conditional zoning district established pursuant to the Unified Development Ordinance of the City of Brevard by means of authority granted by the North Carolina General Statutes.

Section 3. Development and use of lands within the District shall occur in accordance with the approved List of Conditions and Final Master Plan, which are attached to this ordinance as Exhibit B and Exhibit C, respectively.

Section 5. This Ordinance and its exhibits shall run with the land and shall be binding on the property owner, its heirs and assigns.

Section 6. The Planning Director is hereby authorized and directed to modify the City's Official Zoning Map consistent with this Ordinance.

Section 7. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such a decision shall not affect the validity of the remaining portions of the ordinance.

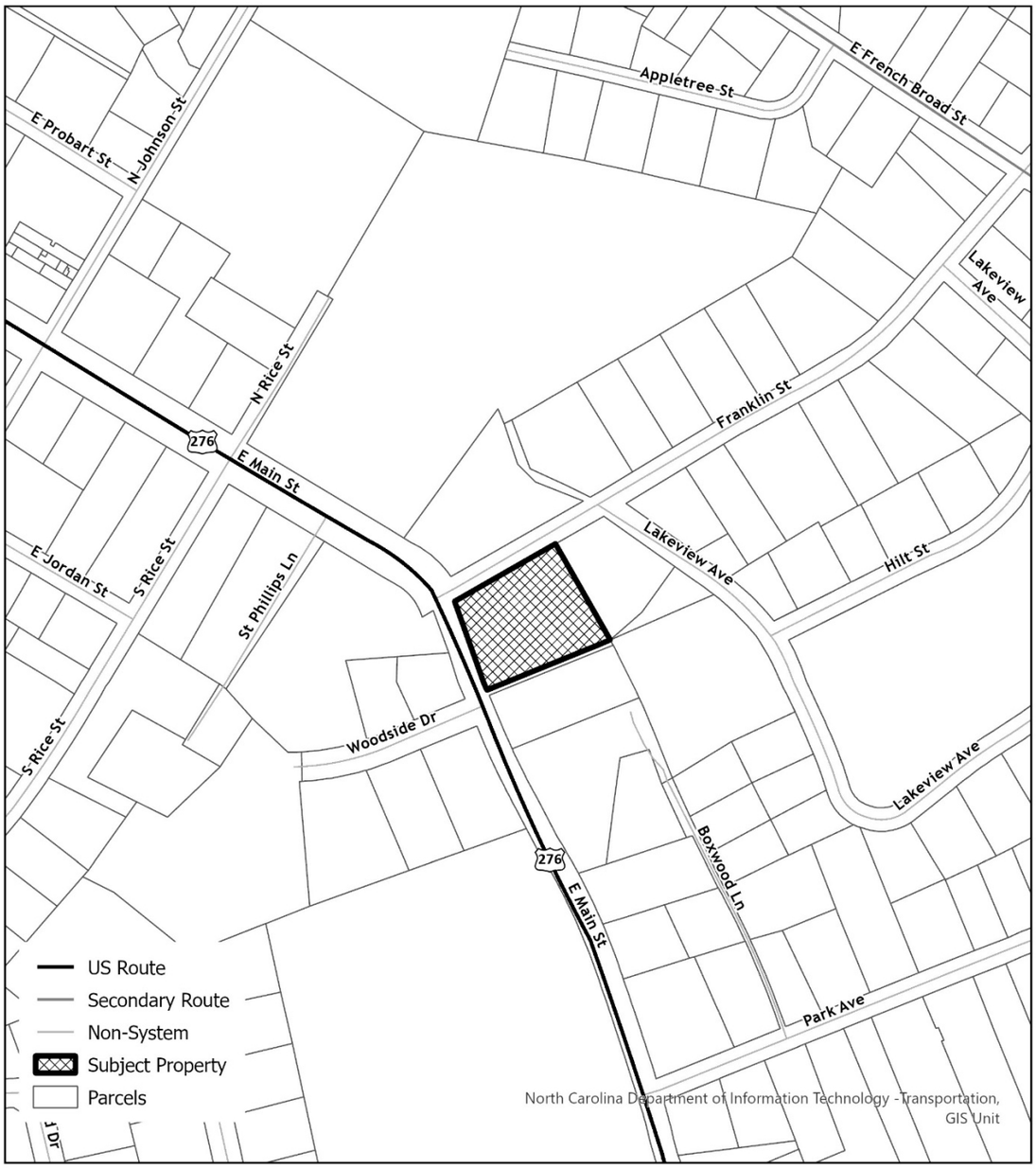
Section 8. All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 9. This ordinance shall be in full force and effect from and after the date of adoption.

Adopted this the 16th day of June, 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

EXHIBIT A
Ordinance Number 2025-38
INN AT BREVARD CONDITIONAL ZONING DISTRICT: LOCATION MAP



M. New Business

M-1. (K-13.) Project and Budget Amendment – Norton Creek Restoration Phase 2 - $100,000 – Mr. Baker had asked Mr. Hooper if we really think it will cost that much. Mr. Hooper said probably not, but we are intentionally overbudgeting because we won't know until we bid it. There is $142,000 already budgeted for the project and we hope that with a $100,000 cushion we will be able to afford the entirety of the project. Mr. Baker noted that we have already asked NCDEQ to contribute an additional amount for their match, and asked if we have inquired whether they would be willing to increase that amount to match ours 50/50 as they have done with the rest of the project? Mr. Luebbe said he reached out to them today via email and asked that question. Mr. Baker moved, seconded by Mr. Wise to approve the budget amendment. The motion carried unanimously.

ORDINANCE NO. 2025-36
AN ORDINANCE AMENDING THE FY2024-2025 BUDGET.
BUDGET AMENDMENT NUMBER 25-16

SUBJECT: Budget Amendment to transfer $100,000 from the General Fund to the Silversteen Park, Norton Creek Streambank Restoration Project Phase 2.

AGENDA INFORMATION

Agenda Location	**Consent**
Department:	**Finance**
Contact:	**Dean Luebbe, Assistant City Manager and Finance Director**

BRIEF SUMMARY: City staff has contracted with Summit Engineering for additional streambank restoration work required by NCDEQ at Norton Creek. Additional funding on the project is expected to be needed as city staff estimates the sum of engineering and construction will exceed the $144,000 currently budgeted for the project.

The budget offset for this transfer will come from Police salary accounts. If the entire $100,000 is not needed on the project, the unneeded portion could be returned to the General Fund.

MOTION FOR CONSIDERATION: To approve Budget Amendment 25-16, as submitted, increasing the budget in expenditure accounts:

10-6600-9266 (Transfer to Fund 82)	$100,000
TOTAL	**$100,000**

And decreasing the budget in the expenditure account:

10-5100-0200 (Police salaries)	$100,000
TOTAL	**$100,000**

ATTACHMENTS: None.

MANAGER'S RECOMMENDATION: Adopt as presented.

Approved and adopted this 16th day of June 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

ORDINANCE NO. 2025-37
CAPITAL PROJECT ORDINANCE TO AMEND ORDINANCE
NO. 2024-19 SILVERSTEEN PARK IMPROVEMENT PROJECT

BE IT ORDAINED by the City Council of the City of Brevard, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby amended:

Section 1: The budgeted expenditures and revenues listed under the ordinance 2024-19 will be increased by $100,000.

Section 2: The additional streambank restoration work required by NCDEQ on Norton Creek is expected to exceed the $144,000 currently budgeted for the project.

Section 3: The following amounts are appropriated for the project:

Account Number	**Account Name**	**Budget Amount**
82-4100-2920	Silversteen Park	$ 994,000
82-4100-2920	**Silversteen Park**	**$ 100,000**
	TOTAL PROJECT APPROPRIATION	**$1,094,000**

Section 4: The following revenues are anticipated to be available for the project:

Account Number	Account Name	Budget Amount
82-3300-0000	Donations	$ 27,000
82-3300-0150	Bethel A Church Donation	$ 10,200
82-3250-0000	Transfer from General Fund	$ 367,800
82-3300-0250	NCDEQ Grant	$ 95,000
82-3990-0000	Fund Balance Approp	$ 150,000
82-3250-0200	Transfer from 31 – Main W/S	$ 200,000
82-3250-0000	Transfer from General Fund	$ 72,000
82-3300-0250	NCDEQ Grant	$ 72,000
82-3250-0000	**Transfer from General Fund**	**$ 100,000**
	TOTAL PROJECT REVENUE	**$1,094,000**

Section 5: The Finance Director is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 6: Funds may be advanced from the General Fund or from any Enterprise Fund as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 7: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 8: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 9: Copies of this capital project shall be furnished to the City Clerk, Finance Director and City Manager for direction in carrying out this project.

ADOPTED by the City Council of the City of Brevard, North Carolina, on this 16th day of June, 2025.

Attest: s/ Denise Hodsdon, CMC, City Clerk s/ Maureen Copelof, Mayor
Approved as to Form: s/ Mack McKeller, City Attorney

M-2. Resolution Expressing Support for Schenck Job Corps Center and Urging Continued Federal Funding for the Job Corps Program – Mayor Copelof explained that this was brought to her Friday afternoon by the Schenck Job Corps. In its 2026 proposed budget, the Federal Government cuts all funding for the Job Corps programs. Our Job Corps Center has been in existence for 62 years and has approximately 100 students throughout the year. They are asking for this statement of support to be sent to the Governor, our representatives in Washington and Raleigh to lobby for funding to continue the Job Corps. Ms. Holder moved, seconded by Mr. Morrow to approve the resolution. The motion carried unanimously. Ms. Holder suggested that the resolution may have more impact if it were signed by all Councilmembers.

RESOLUTION NO. 2025-45
A RESOLUTION EXPRESSING SUPPORT FOR THE SCHENCK JOB CORPS CENTER AND URGING CONTINUED FEDERAL FUNDING FOR THE JOB CORPS PROGRAM

WHEREAS, the Schenck Job Corps Center, located in Pisgah Forest, North Carolina, provides vital career and technical education to young adults, equipping them with skills necessary for gainful employment; and

WHEREAS, the Schenck Job Corps Center has been instrumental in fostering a skilled workforce that contributes significantly to the local economy and community development; and

WHEREAS, the City of Brevard recognizes the importance of the Job Corps program in offering life-changing opportunities to underserved and economically disadvantaged youth across diverse communities; and

WHEREAS, recent federal actions have placed the continued operation of the Schenck Job Corps Center in jeopardy, threatening the livelihoods of its students and staff, as well as the economic stability of the region; and

WHEREAS, the Brevard Council acknowledges the positive impact of the Schenck Job Corps Center on the community and the potential adverse effects that its closure would entail.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA THAT:

Section 1. The City of Brevard hereby expresses its strong support for the continued operation and federal funding of the Schenck Job Corps.

Section 2. The City of Brevard urges the Governor of North Carolina, the North Carolina State Legislature, and the North Carolina Congressional Delegation to advocate for the preservation and funding of the Job Corps program, recognizing its critical role in workforce development and community enrichment.

Section 3. A copy of this resolution shall be transmitted to the Governor of North Carolina, the members of the North Carolina State Legislature, and the North Carolina Congressional Delegation to convey Brevard's position in this matter.

Adopted and approved this the 16th day of June, 2025.

s/ Maureen Copelof, Mayor
s/ Mac Morrow, Councilmember
s/ Lauren Wise, Councilmember
s/ Gary Daniel, Mayor Pro Tem
s/ Aaron Baker, Councilmember
s/ Pamela Holder, Councilmember

Attest: s/ Denise Hodsdon, CMC, City Clerk

N. Remarks/Future Agenda Considerations.

Ms. Holder informed everyone of upcoming Juneteenth events.

Mr. Wise thanked the outgoing committee members and encouraged anyone interested in serving on a committee to consider applying. He said this weekend was an amazing weekend for America. We saw a lot of people gather and protest against actions in a peaceful way and no matter what that was about in particular, it highlights the importance of that freedom and why we have to do everything in our power to protect it, because it is under threat.

Mr. Baker said I'll echo some of what Mr. Wise said about the protests. I had to be in Colorado for work this weekend so wasn't able to attend events here, but stopped by one in Colorado. I was able to check in on Brevard on social media and it was amazing to see that all that action was going on. He also expressed appreciation to the outgoing committee members.

Mr. Hooper noted that starting at 12:01 tomorrow morning, Transylvania County Sheriff's Office will be taking over patrols of the city limits for the next six months.

Mayor Copelof informed Council that she and the City Manager met with the Brevard Sustainability Council last week. They have asked that we create a liaison to that committee, and to endorse their efforts by working with them on how they can assist the City and community on sustainability efforts. She has volunteered to be the City's liaison because we have no staff time to dedicate to this and we have no funding to put toward this particular project. She said however, there are ways that we can support this community effort, such as promotion of educational programs. She said this would be very similar to how we do the Age-Friendly Task Force. She would like to have a resolution of support of sustainability in Brevard from Council at the next meeting and asked for a thumbs up/down from Council. There were 4 thumbs up and 1 down. The resolution will be on the agenda for Council's August 4th meeting. Mayor Copelof mentioned that the public gathering this past Saturday was peaceful and the largest she has ever seen—there were 1000 people in support of democracy and our Constitution. She mentioned upcoming events celebrating the 4th of July.

O. Closed Sessions

O-1. Potential Litigation: NCGS §143-318.11.(a)(3) – At 6:49 p.m. Mr. Morrow moved, seconded by Mr. Baker to go into closed session to discuss a potential litigation matter and to clear Council Chambers. The motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were City Manager Wilson Hooper, Assistant City Manager David Todd, and City Clerk Denise Hodsdon.

Council Returned to Regular Session – at 7:03 p.m. Council resumed the meeting in regular session. No official action was taken in closed session, and the minutes of the closed session are authorized to be sealed.

O-2. Pending Litigation: NCGS §143-318.11.(a)(3) – At 7:03 p.m. Mr. Baker moved, seconded by Mr. Wise to go into closed session to discuss a pending litigation matter City of Brevard et al. v. HCA et al. in the Western District of North Carolina United States District Court. The motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were City Manager Wilson Hooper and City Clerk Denise Hodsdon.

Council Returned to Regular Session – at 7:13 p.m. Council resumed the meeting in regular session. No official action was taken in closed session, and the minutes of the closed session are authorized to be sealed.

O-3. Personnel and/or Employment: NCGS §143-318.11.(a)(6) – At 7:13 p.m. Mr. Baker moved, seconded by Mr. Wise to go into closed session to discuss a personnel matter. The motion carried unanimously. Authorized to remain for the closed session with Council and the Attorney were City Manager Wilson Hooper, City Clerk Denise Hodsdon, and Human Resources Director Kelley Craig.

Council Returned to Regular Session – At 7:34 p.m. Council resumed the meeting in regular session. No official action was taken in closed session, and the minutes of the closed session are authorized to be sealed.

P. Adjourn – There being no further business, at 7:34 p.m. Ms. Holder moved, seconded by Mr. Morrow, to adjourn the meeting. The motion carried unanimously.

Maureen Copelof Mayor	Denise Hodsdon, CMC City Clerk

Minutes Approved: August 4, 2025