MINUTES
BREVARD CITY COUNCIL
Regular Meeting
October 6, 2025 – 5:30 PM

The Brevard City Council met in regular session on Monday, October 6, 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, Pamela Holder, and Lauren Wise

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, Communications Coordinator Becky McCann, Human Resources Director Kelley Craig, Planning Director Paul Ray, Assistant Planning Director Aaron Bland, Interim Police Chief Jack Moorman, Interim Fire Chief Bradley Elmore, Fire Captain Adam Hughey, Wastewater Treatment Plant ORC Aaron Winans, Water Treatment Plant ORC Dennis Richardson, and Community Center Director Tyree Griffin

Guest/Presenter – Cara Bradshaw, FWRD Transylvania

Press – David Bradley, Transylvania Times

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

B. Invocation – Howard Rock of the Brevard Jewish Community 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. Morrow moved, seconded by Ms. Holder to approve the agenda as presented. The motion carried unanimously.

F. Approval of Minutes

F-1. September 15, 2025 Regular Meeting – Mr. Wise moved, seconded by Mr. Baker to approve the minutes of the September 15, 2025 Regular Meeting as presented. The motion carried unanimously.

G. Certificates / Awards / Recognition

G-1. Confirmation of Interim Police Chief Appointment and Oath of Office – Mr. Morrow moved, seconded by Mr. Daniel to approve the Resolution Confirming the Appointment of Dr. Jack Moorman as Interim Chief of Police. The motion carried unanimously.

RESOLUTION NO. 2025-59
RESOLUTION CONFIRMING CITY MANAGER'S APPOINTMENT OF DR. JACK MOORMAN AS INTERIM CHIEF OF POLICE

WHEREAS, Chapter 50-73 of the Brevard Code of Ordinances states "the chief of police shall be appointed by the city manager subject to confirmation by the city council"; and

WHEREAS, during a Closed Session following the September 16, 2025 City Council meeting, held according to the provisions of NCGS 143-318.11(6), the city manager shared his intention to appoint Dr. Jack Moorman as interim chief of police; and

WHEREAS, the City Council accepted the recommendation and agreed to hold a public vote on their confirmation at their October 6, 2025 meeting; and

WHEREAS, on October 6, 2025 the city manager publicly presented Dr. Moorman's credentials and terms of employment.

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

The Brevard City Council does hereby confirm Dr. Jack Moorman as Interim Chief of Police according to the terms and conditions outlined by the city manager at the October 6, 2025 City Council meeting.

Adopted and approved this the 6th day of October, 2025.

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

Jack Moorman was sworn in as Interim Chief of Police by City Clerk Denise Hodsdon.

City of Brevard, North Carolina
Oath of Office

State of North Carolina
County of Transylvania
City of Brevard

I, Jack Moorman, do solemnly and sincerely swear that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as Interim Chief of Police for the City of Brevard, so help me God.

Oath Administered by: Denise Hodsdon, CMC, NCCMC, City Clerk s/ Jack Moorman

G-2. Proclamation No. 2025-24 Domestic Violence Awareness Month – Mayor Copelof read the proclamation aloud and presented it to Debi DeBruyn, Executive Director of SAFE.

PROCLAMATION NO. 2025-24
DOMESTIC VIOLENCE AWARENESS MONTH
OCTOBER 2025

WHEREAS, intimate partner violence alone affects more than 12 million people every year; and

WHEREAS, an average of 24 people per minute are victims of rape, physical violence or stalking by an intimate partner in the United States – more than 12 million women and men over the course of a single year; and

WHEREAS, nationally nearly 3 in 10 women and 1 in 10 men have experienced rape, physical violence, and/or stalking by a partner and reported it having a related impact on their functioning; and

WHEREAS, almost half of all women and men in the US have experienced psychological aggression by an intimate partner In their lifetime; and

WHEREAS, women ages 18 to 34 generally experience the highest rates of intimate partner violence; and

WHEREAS, current or former intimate partners account for roughly one-quarter of women killed in US workplaces; and

WHEREAS, the presence of a gun in domestic violence situations increases the risk of homicide for women by 500%; and

WHEREAS, the City of Brevard recognizes the significant impact domestic violence has on Transylvania County individuals, families, children, schools, workplaces, and places of worship; and

WHEREAS, by working together, we can build a community where intimate partner violence is not tolerated and all individuals can be safe, feel respected, and live free from abuse.

NOW, **THEREFORE**, I, Maureen Copelof, Mayor of the City of Brevard hereby proclaim the month of October 2025 as **"Domestic Violence Awareness Month"** in the City of Brevard and urge the citizens of Brevard to work together to eliminate domestic violence from our community, to keep our community members safe from this crime and to stand with survivors and victims of domestic violence.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Brevard to be affixed this 6th day of October, 2025.

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

G-3. Proclamation No. 2025-25 Fire Prevention Month – Mayor Copelof read the proclamation aloud and presented it to Captain Adam Hughey of the Brevard Fire Department.

PROCLAMATION NO. 2025-25
FIRE PREVENTION MONTH
October 2025

WHEREAS, the City of Brevard has been committed to ensuring the safety and security of all those living in and visiting Brevard; and

WHEREAS, the 2025 Fire Prevention Week™ theme, **"Charge into Fire Safety™: Lithium-Ion Batteries in Your Home,"** serves to remind us of the importance of using, charging, and recycling lithium-ion batteries safely to reduce the risk of fires in homes and communities; and

WHEREAS, fire remains a serious public safety concern both locally and nationally, and the presence of lithium-ion batteries in many household devices introduces unique fire risks; and

WHEREAS, most of the electronics used in homes daily — including smartphones, tablets, laptops, power tools, e-bikes, e-scooters, and toys — are powered by lithium-ion batteries, which if misused, damaged, or improperly charged, can overheat, start a fire, or explode; and

WHEREAS, the National Fire Protection Association® (NFPA®) reports an increase in battery-related fires, underscoring the need for public education on the safe use of lithium-ion batteries; and

WHEREAS, residents should follow three key calls to action: Buy only listed products, charge batteries safely, and recycle them responsibly to prevent battery-related fires; and

WHEREAS, lithium-ion batteries store a large amount of energy in a small space, and improper use such as overcharging, using off-brand chargers without safety certification, or exposing batteries to damage can result in fire or explosion; and

WHEREAS, the proper disposal and recycling of lithium-ion batteries help prevent environmental hazards and reduce fire risks in the home and community; and

WHEREAS, Brevard Fire Department is dedicated to reducing the occurrence of fires through prevention, safety education, and community outreach.

NOW, THEREFORE, I, Mayor Maureen Copelof and the Brevard City Council, do hereby proclaim October 2025 as Fire Prevention Month throughout this community. We urge all Brevard citizens to help prevent battery-related fires and to support the many public safety activities and efforts of Brevard's fire and emergency services.

ADOPTED and approved this the 6th day of October, 2025.

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

G-4. Proclamation No. 2025-26 Breast Cancer Awareness Month – Mayor Copelof read the proclamation aloud.

PROCLAMATION NO. 2025-26
BREAST CANCER AWARENESS MONTH
October 2025

WHEREAS, the City of Brevard joins our nation in recognizing October as Breast Cancer Awareness Month; and

WHEREAS, breast cancer is the most commonly diagnosed cancer among women in the United States, and is the second-leading cause of cancer deaths among women in North Carolina and our nation; and

WHEREAS, Breast cancer death rates have slowly decreased over time, for an overall decline of 44% since 1989. This is in part due to better screening and early detection efforts, increased awareness, and

continually improving treatment options.

WHEREAS, early detection can be an effective tool in combating breast cancer, with regular screenings preventing 15 to 30 percent of all deaths from breast cancer in women over 40; when diagnosed while still confined to the breast, the 5-year relative survival rate is 99 percent; and

WHEREAS, on average, every 2 minutes a woman is diagnosed with breast cancer in the United States; and

WHEREAS, 1 in 8 women, or approximately 13% of the female population in the United States will be diagnosed with breast cancer in her lifetime and although rare, men get breast cancer too; and

WHEREAS, in the U.S. an estimated 316,950 new cases of invasive breast cancer are expected to be diagnosed in women, and an estimated 2,800 new cases are expected to be diagnosed in men in 2025; and

WHEREAS, in 2025 an estimated 42,170 women and 530 men will die from breast cancer in the U.S.; and

WHEREAS, the City of Brevard encourages citizens to talk with their health care providers about regular screenings, examinations and mammograms, and to practice self-examination.

NOW, THEREFORE, I, Mayor Maureen Copelof and Brevard City Council, do hereby proclaim **October 2025,** as **"Breast Cancer Awareness Month"** in the City of Brevard, North Carolina, and call on all citizens to join us in recognizing and commend this observance to all citizens.

Adopted and approved this the 6th day of October, 2025.

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

H. Public Comments

Rodney Locks of 187 S. Rice St. commented that he appreciated the recent traffic calming workshop but noted that the culvert on Hillview Avenue is still a problem. He requested that the City update the community on the status of repairing/replacing the culvert.

Carole Stone of 178 S. Caldwell St. commented that the beauty of downtown is that our shop owners and restauranteurs are making it a welcoming place. She expressed concern, however, about the state of landscaping in the downtown bumpouts and the cleanliness of city sidewalks. She said downtown is not looking so beautiful anymore. She also mentioned that weeds are coming up around the curbs and gutters on Probart St. and other city streets, and it doesn't look like they're maintained. She said I noticed that there has been a lot of Council approval for different fundings. One of them that I thought was particularly interesting is the $2,000 to add the bear to point to the forest, and that adds another thing Brevard City Council has agreed to maintain and we're not keeping up with what we have already agreed to maintain. I would ask if there is a problem with staffing issues or why downtown isn't being kept up, to maybe please think about contracting it out and finding some money to do that.

Roy Ray Robinson of Thomasville, Georgia said I was born here, and I have owned property at the end of Pinnacle Road since 2003. Just so you know, Pinnacle Road was also known as Mackey Ridge Road. The land was settled by Jake and Sarah Mackey who were my great-great grandparents back in 1892. I am an actual descendent who is directly affected by the action that you took in 2008 and 2011 when you condemned the right-of-way and built Bracken Trail. We were told you were planning to construct and improve the road for all pedestrians, vehicles to travel, not to block access to our parking. I was also told you intended to block access. I don't currently live here, but I'm here tonight to appeal to you as our elected officials to take accountability for the actions of previous council and give us back our right of access. Our property was known as the community of Pinnacle and was a thriving community for Blacks and Native Americans. Pinnacle land to the west was served by Mackey Ridge Road since the early 1900's. I personally drove up the road in my cousin's Mustang with my mom to the old house and trailer in 2003. Taking away the right of access from our properties to the road has prohibited us from investing in developing and utilizing our property. Yet, I have been paying taxes on the full right of access

faithfully since 2003. The blocking of the access effectively makes our property worthless. In addition, the amount of money that you gave my family for placing the right-of-way was in no way fair just compensation for blocking access. As a person of color, by denying my right of access you are violating my Constitutional right as an America citizen, as a taxpayer in the county, and as a property owner in the city of Brevard to own, possess and peacefully enjoy land that is accessible, and has been since 1892. I implore you to take counsel among yourselves and consider your solemn oath of office and do the right thing. Direct the Planning Department to seek and find a solution that relocates the road to align with the roadbed, allows a route for vehicular and pedestrian travel, and restore our historic access to our property. It is my plea before you, our elected council with authority to fix this, to take one moment and consider what you did and how it affects us. Stop and think about how doing nothing looks to our community.

I. Special Presentations

I-1. Helene Response 1-Year Update – Mr. Hooper introduced this item and explained that the presentation is intended to recognize the accomplishments of the city and its partners in the aftermath of the storm, but also to update the Council on the organization's outstanding challenges. The presentation covered four distinct but interrelated themes:

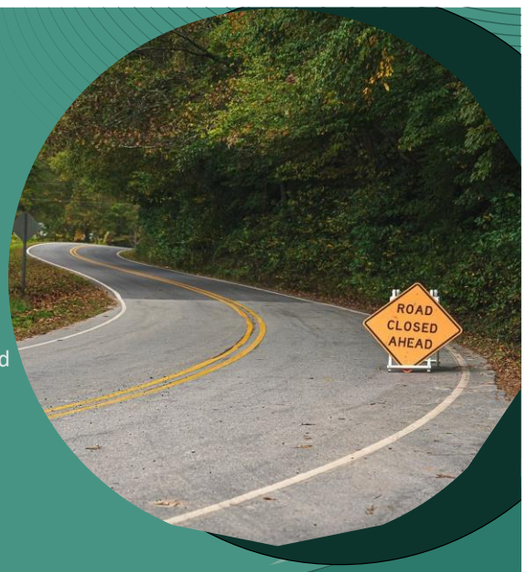
1. **Long term recovery** – Cara Bradshaw of FWRD Transylvania, the area's long-term recovery group (LTRG) presented the following information on the establishment and purpose of FWRD Transylvania:



The Storm's Impact

- At least 2,904 households in Transylvania County reported damage
- $9,304,160: Total FEMA Individual & Households Program (IHP) assistance approved
- 1,435 roads were closed in the immediate aftermath
- 45 road closures are still active today
- 90% of businesses surveyed in Western NC reported revenue loss after Hurricane Helene; over 30% said their revenues dropped 51% or more

Data: Land of Sky + Asheville Area Chamber of Commerce)



What is a Long-Term Recovery Group?

A Long-Term Recovery Group (LTRG) is a local coalition of organizations, agencies, and community members that come together to support individuals and families after a disaster. While first responders and emergency services handle the immediate crisis, LTRGs focus on what comes next—helping people recover, rebuild, and reconnect for the long haul.



Our Story

FWRD Transylvania was formed in the aftermath of Hurricane Helene (September 27, 2024), when community leaders, nonprofits, and emergency response partners came together to create emergency and transitional housing solutions, assess unmet needs, and chart a path forward.



Since then, we've:

- Established an Executive Committee and active working committees
- Approved bylaws.
- Secured Articles of Incorporation from State of NC.
- Filed for 501(c)(3) status
- Secured Pisgah Health Foundation as fiscal sponsor.
- Developed relationships with key regional and state-level partners
- Received startup funding from The American Red Cross, Dogwood Health Trust, and Weeks of Compassion. (ARC and Dogwood funding pending).
- Planned One-Year of Healing event on September 27, 2025 and continued volunteer coordination



Our Mission

The mission of FWRD Transylvania is to provide coordinated recovery support to residents after a disaster, prepare for future events, and build community resilience.

Our Vision

We envision a community where disaster recovery leads to renewed strength, deeper connection, and lasting resilience. By investing in relationships, local leadership, and inclusive strategies, we aim to transform the social cohesion that often arises after a crisis into a permanent part of our county's story.

Who We Are:

FWRD Transylvania is a community-led coalition supporting disaster recovery, preparedness, and long-term resilience. Guided by an Executive Director and an Executive Committee with input from government and nonprofit partners, we meet regularly to coordinate efforts and ensure transparent decisions.



Our Leadership

Executive Director: Cara Bradshaw

Officers

- Chair: Sarah Hankey
- Vice Chair: Meg Lebeck
- Treasurer: Josh Nelson
- Secretary: Tamika Hunter

Executive Committee

- Business + Economy: Tamika Hunter
- Communications: Mary McKeller
- Construction + Volunteers: Meg Lebeck
- Finance + Legal: Josh Nelson + Madeline Offen
- Fundraising: Angie Hunter
- Spiritual + Emotional Needs: Rob Field + Charlotte Shackleford
- Unmet Needs & Disaster Case Management: Bryan O'Neill

Core Partners

Brevard/Transylvania Chamber of Commerce
Center for Spiritual Wisdom
El Centro Brevard
Housing Assistance
Pisgah Health Foundation
Pisgah Legal Services
Sharing House
SparkPoint
City of Brevard
Transylvania County
Transylvania Habitat for Humanity

National/Regional Partners

American Red Cross
Builders Association of the Blue Ridge Mountains
Catholic Charities
Dogwood Health Trust
FEMA
GROW NC
LDR Carolinas
Living Wage Coalition
Mountain Valleys RC&D
NC Emergency Management
NCVOAD
NECHAMA – Jewish Response to Disaster
Vaya Health
Wine to Water



What We Do:

- Disaster Case Management
- Economic Recovery & Small Business Support
- Volunteer & Construction Coordination
- Fundraising & Grant Strategy
- Community Engagement & Healing
- Preparedness & Planning



Our Impact (so far):

- 40+ partner organizations providing services and support
- 8 active committees and 80+ volunteers coordinating care
- 125 survivor and community member stories collected for *Helene: One Year of Healing* event



Current Urgent Needs

- Road repair and debris removal
- Stable, affordable housing
- Mental Health & Trauma Support
- Clear Communication Channels
- Legal & Financial Assistance

What's Next?

As we continue supporting recovery from Hurricane Helene, we're also laying the groundwork to respond faster, communicate better, and reach more people in future disasters. Our priorities for the coming months include:

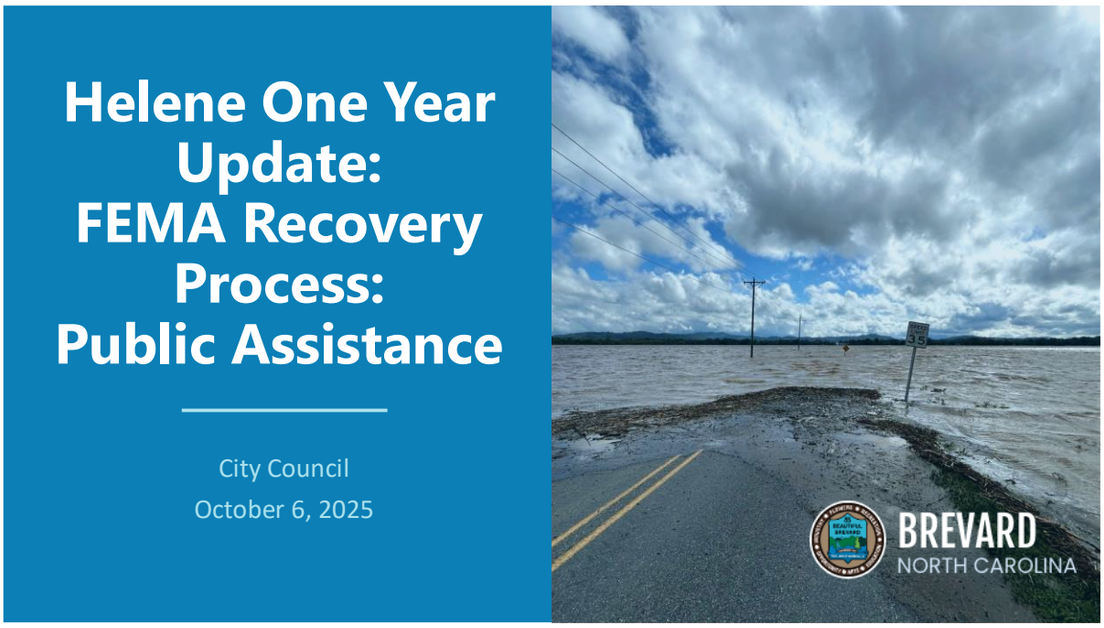


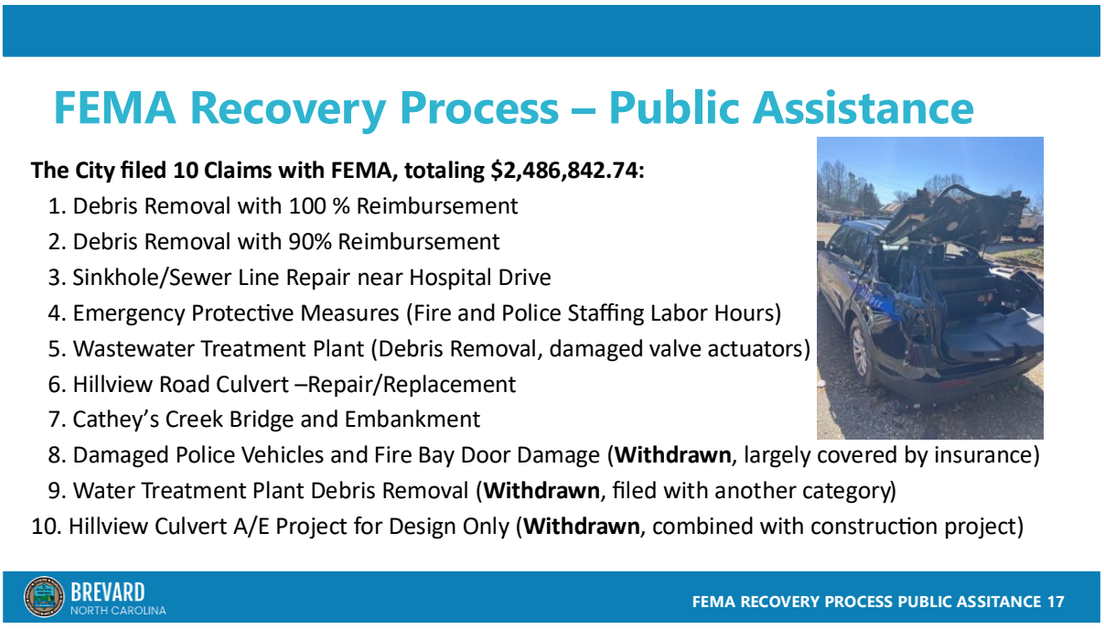
- **Hiring staff** and rolling out our case management system to better serve individuals with unmet needs
- **Applying for new grants** and connecting with individuals interesting in supporting recovery work
- **Defining LTRG membership** and building a network of community "champions" to support local outreach and engagement
- **Hosting community workshops** and preparedness trainings to strengthen grassroots resilience
- **Sharing regular updates** through the Transylvania Times and coordinated media outreach
- **Mining lessons from the Helene response**—from waste disposal to communications—to improve future systems
- **Developing shared messaging, rapid response protocols, and communication tools** that serve the entire county, especially during emergencies



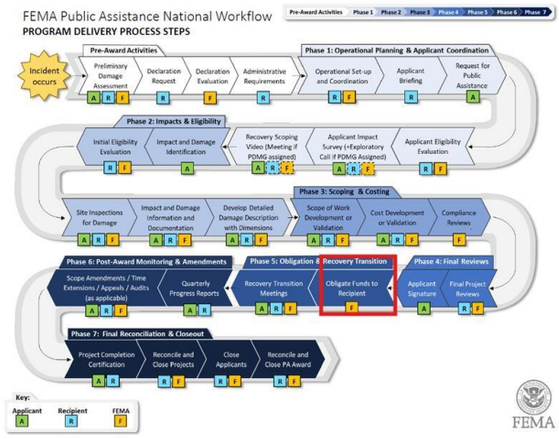


2. **FEMA Public Assistance** (PA) – David Todd presented the following information on the status of the projects for which the City is seeking monetary reimbursement from FEMA:





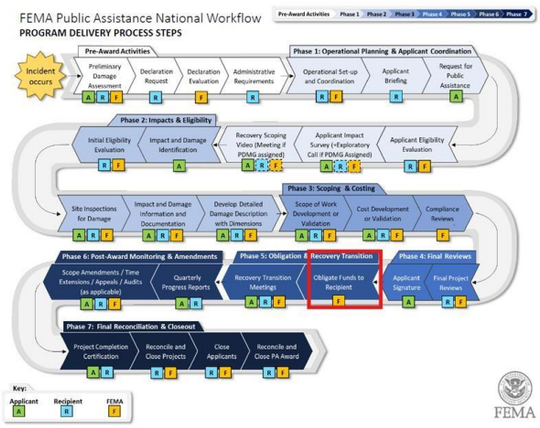
The FEMA RECOVERY PROCESS



BREVARD NORTH CAROLINA

FEMA RECOVERY PROCESS PUBLIC ASSITANCE 18

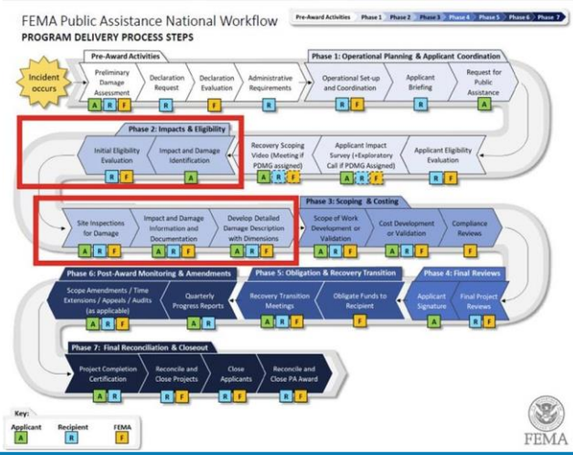
Project No. 811767 – CAT A - City of Brevard - Debris Removal - 100%
$323,591.52 – Pending Award





BREVARD NORTH CAROLINA

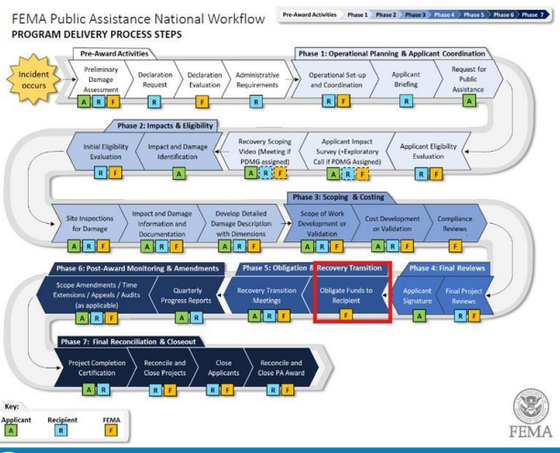
Project No. 959906 – CAT A - City of Brevard - Debris Removal 90%
$66,000 – Pending Application Completion





BREVARD NORTH CAROLINA

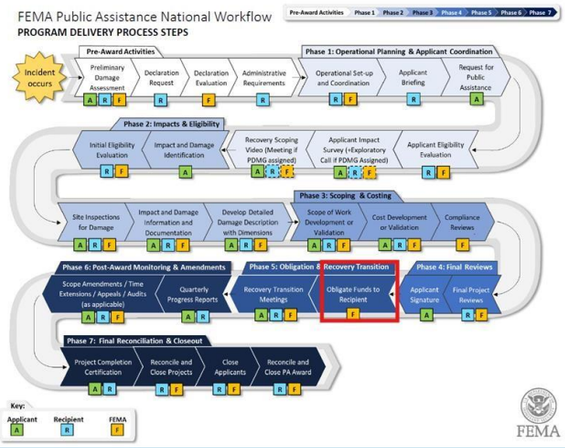
Project No. 809721 – CAT C - City of Brevard – Road Damage - Sinkholes
$4,432.67 – Pending EHP Review





BREVARD
NORTH CAROLINA

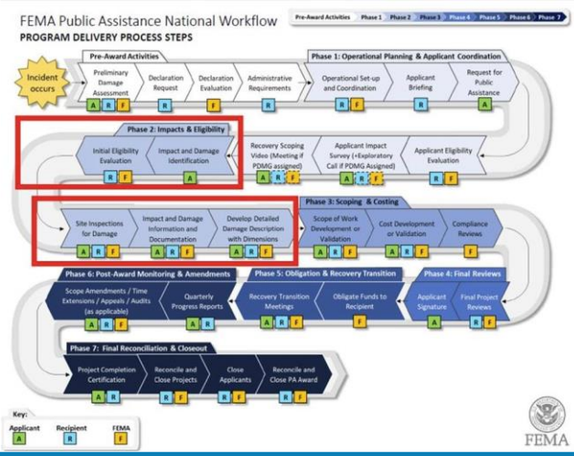
Project No. 790705 – CAT B - City of Brevard – Emergency Protective Measures
$229,924.92 – Pending EHP Review





BREVARD
NORTH CAROLINA

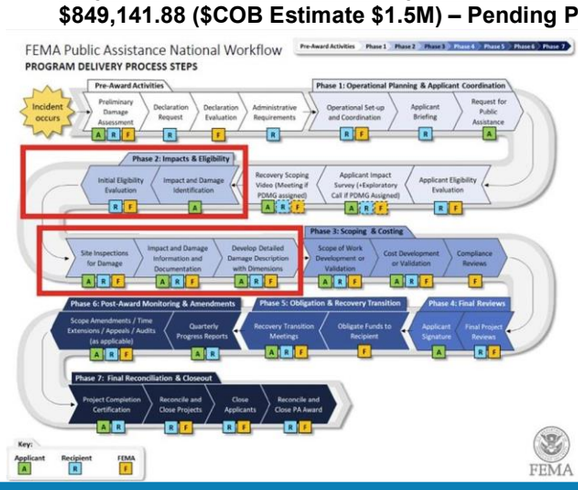
Project No. 809733 – CAT F - City of Brevard – Wastewater Treatment Plant
$117,069.00 – Pending Initial Project Development





BREVARD
NORTH CAROLINA

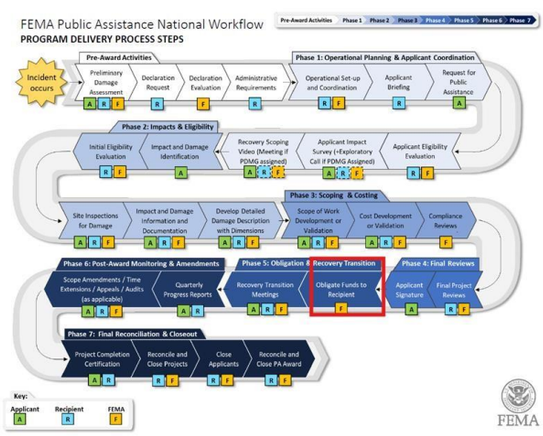
Project No. 815595 – CAT C - City of Brevard – Hillview Road Culvert
$849,141.88 ($COB Estimate $1.5M) – Pending PDMG Scope and Cost Routing

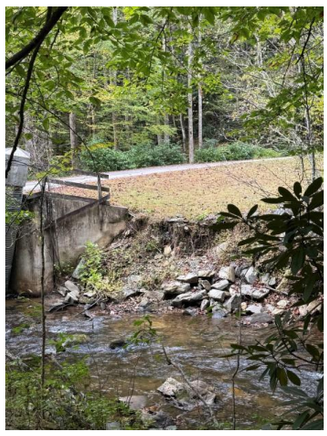




BREVARD NORTH CAROLINA

Project No. 81177167 – CAT C - City of Brevard – Cathey's Creek Bridge and Embankment
$23,324.63 – Obligated





BREVARD NORTH CAROLINA

FEMA Recovery Process – Public Assistance

10 - Claims Filed
3 - Claims Withdrawn
6 - Claims Remain in Process
1 - Claim Funds Received

$2,486,842.74 Funds Requested
$1,835,984.70 Funds in process with FEMA
$23,324.63 Funds Received to Date

BREVARD NORTH CAROLINA FEMA RECOVERY PROCESS PUBLIC ASSITANCE 26

3. **Rebuilding and floodplain matters** – Aaron Bland presented the following information on the status of several Planning Department-related initiatives around housing repair and flood plain management:

Helene One Year Update: Planning

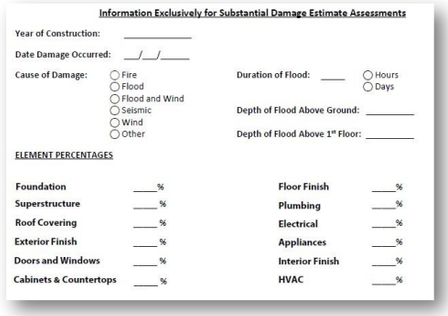
City Council
October 6, 2025



Substantial Damage Assessments

FEMA Worksheets & Software

- Initial evaluations
  - 49 residential
  - 2 non-residential
- Removed (appeals, already compliant, etc.)
  - 14 residential
  - 1 non-residential
- Total Reported to FEMA
  - 35 residential
  - 1 non-residential



Information Exclusively for Substantial Damage Estimate Assessments

Year of Construction: _____

Date Damage Occurred: __/__/____

Cause of Damage: ◯ Fire ◯ Flood ◯ Flood and Wind ◯ Seismic ◯ Wind ◯ Other

Duration of Flood: ____ ◯ Hours ◯ Days

Depth of Flood Above Ground: _____

Depth of Flood Above 1st Floor: _____

ELEMENT PERCENTAGES

Foundation	____%	Floor Finish	____%
Superstructure	____%	Plumbing	____%
Roof Covering	____%	Electrical	____%
Exterior Finish	____%	Appliances	____%
Doors and Windows	____%	Interior Finish	____%
Cabinets & Countertops	____%	HVAC	____%

BREVARD NORTH CAROLINA PLANNING DEPARTMENT | 28

Substantial Damage Assessments

SD Status

- 24 in progress
  - 8 single-family homes
  - 16 mobile homes
- 19 temporary repair authorizations
  - All extended for a second year
- 7 demolished
  - 4 new houses

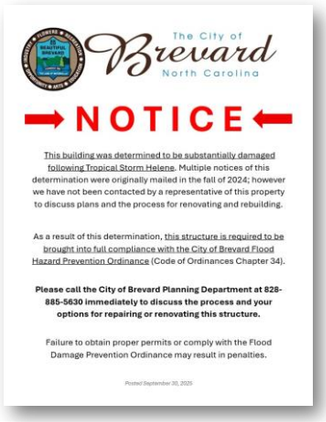


BREVARD NORTH CAROLINA PLANNING DEPARTMENT | 29

Substantial Damage Assessments

Recent Efforts

- 15 follow-up SD structures visited in September
- 1 demolished
- 6 are unoccupied
- Posted notices
- Contact made with 7


The City of Brevard North Carolina

NOTICE

This building was determined to be substantially damaged following Tropical Storm Helene. Multiple notices of this determination were originally mailed in the fall of 2024; however we have not been contacted by a representative of this property to discuss plans and the process for renovating and rebuilding.

As a result of this determination, this structure is required to be brought into full compliance with the City of Brevard Flood Hazard Prevention Ordinance (Code of Ordinances Chapter 34).

Please call the City of Brevard Planning Department at 828-885-5630 immediately to discuss the process and your options for repairing or renovating this structure.

Failure to obtain proper permits or comply with the Flood Damage Prevention Ordinance may result in penalties.

Posted September 30, 2025



Key Takeaways

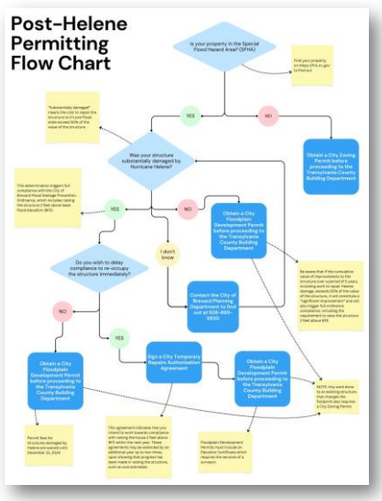
- 36 SD structures
- 7 have come into compliance
  - via demolition
- 24 in progress
  - 19 utilizing our temporary repair authorization program
  - Working closely with Habitat and HAC
- 5 unresolved



Information Session

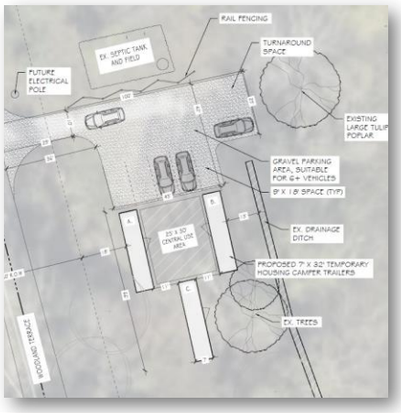
- November 21
- Brevard Music Center

- City of Brevard Planning Department
- Transylvania County Building Department
- Transylvania Habitat for Humanity
- Builders Association of the Blue Ridge Mountains



Changes to City Code

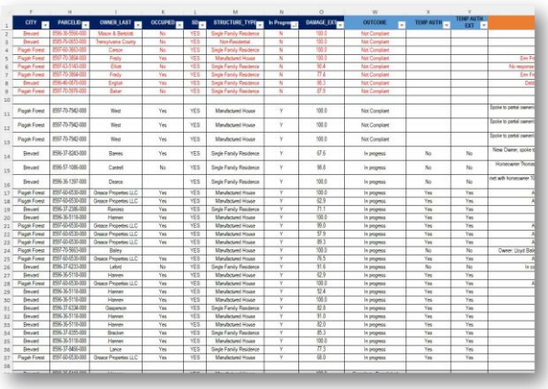
- Multiple amendments to create emergency response and recovery provisions
- Created Chapter 21
  - Sets framework for certain temporary residential and non-residential uses after a declared disaster
  - Applies following a natural disaster or public health event having been declared a disaster and subject to a "State of Emergency" by either the Mayor or City Manager
- Amended Fee Schedule
  - No permit fees for construction, reconstruction, alteration, repair, moving, removal, or demolition of structures damaged from a declared disaster
  - Ability to waive tap and system development fees for temporary uses associated with emergency response



BREVARD NORTH CAROLINA PLANNING DEPARTMENT | 33

FEMA Communication

- Send regular updates
- August 20th site visit
- Reviewed permits and our evaluations for SD structures
- Questions about our temporary repair authorization program
- Had not heard of the "Temporary Occupancy of Substantially Damaged Structures After a Disaster" publication by FEMA
- Pleased with our procedures, permitting, and recordkeeping



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4. **Public safety services** - Interim Fire Chief Bradley Elmore shared the following information regarding the latest challenges to emergency management in the wake of the storm:

- The Fire Department responded to 121 dispatch calls; and another 100 that were run through without the communications center going to the Department directly, with no major issues
- Rescued over 100 people with the Rescue Squad on Old 64
- Learning Points:
  - Manpower extensive
  - Communications – had communications by radio, but could not communicate with management, other departments, or city council. Looking into possible solutions.
  - Specialized watercraft – had to borrow from Lake Toxaway. Fire Department needs its own boat.
  - Early-warning EOC – City needs its own EOC to better monitor what is going on and make decisions as a group, and to be self-sufficient
  - Implementation of Smart 911 system and Rave Alert System

J. Public Hearing(s) – None.

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. Baker moved, seconded by Mr. Wise to approve the consent agenda. The motion carried unanimously.

K-1. Property Tax Releases – September 2025

RESOLUTION 2025-60
A RESOLUTION APPROVING PROPERTY TAX RELEASES

WHEREAS, The City of Brevard has previously determined to collect property taxes for the City of Brevard and the Heart of Brevard, and it is necessary to release the below shown amount from the city tax records.

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

The Tax Collector is hereby authorized to remove September 2025 property values from the tax scroll in the amount of:

2025: $ 607.75

Adopted and approved this 6th day of October 2025.

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

K-2. Award of Contract for Bracken Climbing Loop Trail

RESOLUTION NO. 2025-61
A RESOLUTION AWARDING A CONSTRUCTION CONTRACT
FOR ADDITIONAL TRAILS IN BRACKEN PRESERVE

WHEREAS, the City recently added additional land to Bracken Preserve to provide less strenuous trail options for a wider range of trail users; and

WHEREAS, in coordination with Pisgah Area SORBA, City staff has issued a request for proposals, evaluated three responses, and interviewed two qualified trail builders; and

WHEREAS, following this evaluation process, City Staff and Pisgah Area SORBA recommend Long Cane Trails LLC of Pisgah Forest, NC as the preferred contractor.

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

Section 1. City Council hereby approves the preferred contractor.

Section 2. The City Manager, or his designee, is authorized to execute a contract, dependent on successful fundraising efforts, for the construction of new trails in Bracken Preserve.

Section 3. The Resolution shall become effective upon its adoption and approval.

Adopted and approved this, the 6th day of October 2025.

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

K-3. Personnel Policy Update

RESOLUTION NO. 2025-62
A RESOLUTION AMENDING THE CITY OF BREVARD PERSONNEL POLICY

WHEREAS, the City of Brevard is a governmental entity employing many persons for the purpose of carrying out the operations of local government; and

WHEREAS, the rules, regulations, mandates, court interpretations and laws governing personnel administration have changed since the last amendment to the Personnel Policy on December 2, 2024; and

WHEREAS, North Carolina Session Law 2025-16 requires that all applicants for employment in positions that require working with children are subject to criminal history record checks conducted by the North Carolina State Bureau of Investigation, effective October 1, 2025; and

WHEREAS, to keep the Personnel Policy current with the revised rules, regulations, laws, etc., those responsible for the maintenance of the policy recommend that the Personnel Policy dated December 2, 2024 be amended to comply with the provisions of Session Law 2025-16.

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

Section 1. Article IV, Section 3 of the City of Brevard Personnel Policy shall be amended as follows:

ARTICLE IV. RECRUITMENT AND EMPLOYMENT

SECTION 3. RECRUITMENT, SELECTION AND APPOINTMENT.
When full-time and part-time position vacancies occur the Human Resources Director shall publicize these opportunities for employment, including applicable salary information and employment qualifications. Information on job openings and hiring practices will be provided to recruitment sources, including organizations and news media available to minority applicants. In addition, notice of vacancies shall be posted at designated conspicuous sites within departments. Individuals shall be recruited from a geographic area as wide as necessary to establish a diverse and qualified applicant pool.

Job Advertisements.
Employment advertisements shall contain assurances of equal employment opportunity and shall comply with Federal and State statutes.

Application for Employment.
All persons expressing interest in employment with the City shall be given the opportunity to file an application for positions which are currently vacant and open for applications.

Selection.
Department Heads, with the assistance of the Human Resources Director, shall make such investigations and conduct such examinations as necessary to assess accurately the knowledge, skills, and experience qualifications required for the position. All selection devices administered by the City shall be valid measures of job performance.

Before any commitment is made to an applicant, the City will conduct checks to evaluate the employee's qualifications background; including reference checks, criminal background investigation, drug screening, driver's license history, and physical examination.

In compliance with G.S. 160A-164.2(b), if the position being filled requires an applicant for employment to work with children in any capacity, the City must require the applicant, if offered the position, to be subject to a criminal history record check conducted by the SBI. These checks must be performed in accordance with G.S. 143B-1209.26, which authorizes the SBI to provide fingerprint-based state and national criminal record check to cities and counties.

If an internal candidate is selected to transfer, promote or demote from a position that was not required to work with children to a position working with children, the internal candidate will be subject to criminal history record check after they are extended a conditional offer.

Appointment.
Before any commitment is made to an applicant either internal or external, the Department Head shall make recommendations to the Human Resources Director including the position to be filled, the salary to be paid, and the reasons for selecting the candidate over other candidates. The Human Resources Director and Department Head shall recommend approval of appointments and the starting salary for all applicants to the City Manager. The City Manager will make the final decision on all internal and external applicants.

Section 2. This resolution shall become effective upon its adoption and approval on this the 6th day of October, 2025.

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

K-4. Amendment to 2025 City Council Meeting Schedule – Organizational Meeting

K-5. Ordinance Declaring Road Closures for Halloweenfest and Veterans Day

ORDINANCE NO. 2025-48
AN ORDINANCE DECLARING STREET CLOSURES
FOR MULTIPLE CITY-SPONSORED SPECIAL EVENTS

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:

Event:	Halloweenfest
Date:	Saturday, October 25, 2025
Time:	6:00 AM – 10:30 PM
Description:	Main Street (U.S. 276) from Caldwell Street to Rice Street Broad Street (U.S. 64) from Probart Street to Morgan Street

Event:	Veteran's Day Ceremony
Date:	Tuesday, November 11, 2025
Time:	10:00 AM – 1:00 PM
Description:	Main Street (U.S. 276) from Broad Street to Gaston 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 6th day of October 2025.

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

K-6. Capital Project Closeout – Main Street Streetscapes

ORDINANCE NO. 2025-49
CAPITAL PROJECT ORDINANCE TO CLOSE ORDINANCE
NO. 2022-47, 2023-11, AND 2023-23, MAIN STREET STREETSCAPES 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 closed:

Section 1: The project was initiated in early 2023 and consisted of 3 mid-block bumps-outs on Main Street, corner bump-outs at Main and Broad, and landscaping on Main Street. The Project was essentially completed by the fall of 2023, but the City had to wait for NCDOT to complete their billing for the stamped crosswalks. That final invoice on the Project was received in late June of 2025.

Section 2: The project will be closed with actual revenues and expenditures of $1,904,171, which is $94,000 under budgeted amounts. Actual and budgeted revenues and expenditures will be reversed on the City financial software, and no further expenditures will be required on the project. The Project was funded by a variety of sources, including federal ARPA funds, four separate City of Brevard funds, and a $175,000 contribution from the Tourism Development Authority.

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

Account Number	Account Name	Budget Amount
83-6600-4570	Main Street Streetscapes	$1,998,200
TOTAL PROJECT APPROPRIATION		**$1,998,200**

Section 4: The following revenues were anticipated to be available for project expenses:

Account Number	Account Name	Budget Amount
83-3020-0100	Transfer from ARPA	$357,100
83-3990-0000	Fund Balance Approp	$272,900
83-3010-0000	Transfer from Cap Reserve	$ 91,200
83-3020-0300	Transfer from Parking Fund	$140,000
83-3020-0000	Transfer from General Fund	$812,000

83-3950-0500	Contribution from TDA	$175,000
83-3020-0400	Transfer from Powell Bill	$150,000
TOTAL PROJECT REVENUE		**$1,998,200**

Section 5: The Finance Director will 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: The Finance Director will maintain a detailed analysis of all revenues and expenses associated with the project since its inception.

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

ADOPTED by the City Council of the City of Brevard, North Carolina, on this 6th day of October 2025.

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

K-7. Resolution to Approve Debt Financing for Three Capital Vehicle Purchases – First Citizens Bank

RESOLUTION NO. 2025-63
A RESOLUTION APPROVING FINANCING TERMS

WHEREAS: The City of Brevard ("City") has previously determined to undertake a project for purchasing capital equipment (the "Project") costing $965,000 and the Finance Officer has now presented a proposal for the financing of such Project as listed below:

DEPARTMENT	EQUIPMENT
STREETS	Bucket Truck ($150,000) budgeted
WATER AND SEWER MAINT	Vacuum Truck ($540,000) budgeted
SANITATION	Garbage Truck ($275,000) budgeted

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

1. The City hereby determines to finance the Project through First Citizens Bank Inc., in accordance with the proposal dated August 12, 2025. The amount financed shall not exceed $965,000 for a fifty nine month loan, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.80%, and the financing term shall not exceed fifty nine months from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The City shall not take or omit to take any action, the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the First Citizens Bank Inc. financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's general and water/sewer funds, or any other City fund related to the purchases.

6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted and approved this 6th day of October 2025.

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

K-8. Award of Garbage Truck Bid

RESOLUTION NO. 2025-64
RESOLUTION APPROVING THE PURCHASE OF A GARBAGE COLLECTION TRUCK

WHEREAS, new development and planned additional new development across the City has created the need for additional waste and recycling collection; and

WHEREAS, the City's current garbage collection truck fleet is aging and several trucks have reached or are nearing end of useful life; and

WHEREAS, reliable garbage collection trucks are essential for the operation and maintenance of the City's waste collection and recycling programs; and

WHEREAS, the City solicited bids for the purchase of a new 20 Yard, rear loader garbage collection truck, received 11bids, and determined the low bid truck meets the City's specifications; and

WHEREAS, Hol-Mac Corporation was the low bidder.

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

The City Manager or his designee is authorized to proceed with the purchase of the new garbage collection truck as bid from the low bidder Hol-Mac Corporation in the amount of $207,832.00 not including tax and title fees.

Adopted and approved this, the 6th day of October 2025.

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

K-9. Council Public Works & Utilities Committee Minutes – August 6, 2025

K-10. Council Housing Committee Minutes – August 12, 2025

K-11. Council Downtown Master Plan Committee Minutes – August 13, 2025

K-12. Council Parks, Trails & Recreation Committee Minutes – August 20, 2025

K-13. Council Rosenwald Community Advisory Board Minutes – August 21, 2025

K-14. Council Finance, Human Resources and Citizen Appointment Committee Minutes – August 25, 2025

K-15. Council Public Works & Utilities Committee Minutes – September 3, 2025

K-16. Correspondence *(No action. Offered as information only.)*

K-9-a. ABC Board Meeting Minutes – July 24, 2025

L. Unfinished Business – None.

M. New Business

M-1. Planning Board Approvals – Ms. Hodsdon explained that there are two vacancies on the Planning Board—one to fill an unexpired term until September 2026 and one full three-year term until September 2028. The Finance, Human Resources, and Citizen Appointment committee reviewed applications at its September 22nd meeting and recommended the appointment of Michael Hinds to fill the unexpired term and the appointment of Gerald Yunker to serve the full three-year term. Mr. Daniel moved, seconded by Mr. Morrow to approve the Resolution Appointing Members to the Brevard Planning Board. The motion carried unanimously.

RESOLUTION NO. 2025-65
RESOLUTION APPOINTING MEMBERS TO
THE BREVARD PLANNING BOARD

WHEREAS, in Fall 2022 the City of Brevard City Council held a work retreat to reform its board/committee structure; and

WHEREAS, the Council initiated a new system for making appointments that would apply to every body to which the Council makes appointments; and

WHEREAS, the Finance, Human Resources and Citizen Appointment Committee was charged with reviewing applicants for the various boards/committees/advisory groups and making appointment recommendations to the full Council; and

WHEREAS, the Brevard Planning Board currently has a vacancy for an unexpired term until September 2026, and a vacancy for a full three-year term until September 2028; and

WHEREAS, city staff, with the oversight of the Finance, Human Resources and Citizen Appointment Committee, conducted an open recruitment for citizens interested in serving on the Brevard Planning Board to fill the unexpired term, and for the full three-year term; and

WHEREAS, the Finance, Human Resources and Citizen Appointment Committee considered applications at their September 22, 2025 meeting and recommended appointment of Michael Hinds to fill the unexpired term until September 2026, and appointment of Gerald Yunker to a full three-year term until September 2028.

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

1) The Brevard City Council does hereby appoint Michael Hinds to the Brevard Planning Board effective immediately to fill the unexpired term until September 2026.

2) The Brevard City Council does hereby appoint Gerald Yunker to the Planning Board to serve a full three-year term effective immediately and expiring in September 2028.

Adopted and approved this the 6th day of October, 2025.

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

N. Remarks/Future Agenda Considerations.

Mr. Morrow gave a shout out to the Planning Department for receiving a Toll Credits grant to make the North Tannery trail a reality.

Ms. Holder expressed appreciation for the proclamations in recognition of Domestic Violence Awareness Month and Breast Cancer Awareness Month. She said my daughter was diagnosed with breast cancer this summer and we are looking at this from a totally different angle now. She is fighting and thoughts and prayers are appreciated.

Mr. Wise mentioned that his mother was diagnosed with breast cancer and fought it and survived, and we will always be thinking about people with that struggle. He said it is unimaginable that we live in a society where so many people are impacted

by domestic violence. It makes me think where we were a year ago—we had just been hit by the greatest natural disaster this community and a lot of communities had ever seen. We came together in a profound way to help each other because we had a common thing to fight against. I feel in the past year we've made huge strides in our community; the city and our staff have done so much, but I do feel that sometimes we're back at each other's throats again, and not just in the community, but in this country as a whole. I hope that we can remember that we're all human beings, we're all Americans, and we shouldn't have to have a common enemy to fight against to be able to come together.

Mr. Daniel commented that he and his wife were walking on the bike trail, and a biker came up behind them without any alert that he was approaching. It startled his wife, and she stepped in front of the biker, who came very close to hitting her. He said it has become personal at this point and there needs to be some kind of notification, as well as patrolling, on the trail.

Mr. Baker said he was excited to hear the city is on track on the Tannery North section of the trail and looks forward to having that complete. He mentioned the mulch fire in Mills River and noted that there are a couple of those facilities not too far outside the city limits here. He wondered if it was worth touching base with the County and other departments to make sure that we have safety plans in place.

Mr. Hooper reported that the Toll Credit grant will cover the match for both the first and second tranches. That will save the city about $112,000, which can now be redirected to another trail project. He added that next week at the North Carolina APA Conference, the Planning Department will be recognized with the Marvin Collins Outstanding Planning Award, in the Resilience and Sustainability category, for the Times Arcade Alley project. He offered congratulations to the Planning Department for that recognition.

Mayor Copelof thanked staff for the comprehensive Helene response 1-year update. She commented that it is because of our staff that we are able to do so much, why we were able to recover so well from Hurricane Helene, and continue to make Brevard such a special place. She mentioned a number of upcoming local events.

O. Closed Sessions

O-1. Property Acquisition: NCGS §143- 318.11.(a)(3)(5) – At 7:33 p.m. Mr. Wise moved, seconded by Mr. Baker to go into closed session to discuss a property acquisition matter and to clear Council Chambers. The motion carried unanimously. Authorized to remain for the closed session with Council and Attorney McKeller were City Manager Wilson Hooper, City Clerk Denise Hodsdon, City Planner Paul Ray and Transylvania Economic Alliance Executive Director Burton Hodges.

Council Returned to Regular Session – at 7:47 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. Economic Development: NCGS §143- 318.11.(a)(4) – At 7:47 p.m. Ms. Holder moved, seconded by Mr. Baker to go into closed session to discuss an economic development matter. The motion carried unanimously. Authorized to remain for the closed session with Council and Attorney McKeller were City Manager Wilson Hooper, City Clerk Denise Hodsdon, and Transylvania Economic Alliance Executive Director Burton Hodges .

Council Returned to Regular Session – at 8:06 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 8:06 p.m. Mr. Baker moved, seconded by Mr. Daniel, to adjourn the meeting. The motion carried unanimously.

Maureen Copelof
Mayor

Denise Hodsdon, CMC
City Clerk

Minutes Approved: October 20, 2025