



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Special Called Meeting
Tuesday, September 11, 2018**

The Town Council for the Town of Weaverville met for a Special Called Meeting on Tuesday, September 11, 2018, at 6:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Councilman Andrew Nagle, Vice Mayor/Councilman Doug Jackson, Councilman Patrick Fitzsimmons and Councilman Jeffery McKenna. Councilwoman Dottie Sherrill was absent.

Staff present was: Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Town Planner James Eller, Finance Officer Tonya Dozier and Public Works Director Dale Pennell.

1. Call to Order

Mayor Al Root called the meeting to order at 6:00 p.m.

2. Discussion Items:

A.) Community Center

Public Works Director Dale Pennell opened the meeting with a brief overview on how the Town has gotten to this point. Back in May, he worked with an architect to develop a conceptual site plan that included the building and a layout of the building. At that same time, Town Council voted to place the Eller Cove Watershed funds into a Capital Fund for the new community center. Since then, the Public Works Department has been doing site preparations and background work to prepare for the whole project. Mr. Pennell then discussed a tentative construction schedule that he helped develop. This construction schedule is attached.

Town Council was very thankful for the tentative construction schedule that was presented, however it raised some concerns about the timing of each task.

First, Mayor Root wanted to make sure that the Town was ready for Request for Proposals (RFP) from architects the third week of October, since it is only a month away.

Councilman Fitzsimmons is hesitant to begin the process for RFPs if there wasn't a business plan available yet. He believes the Town needs to figure out who is going to pay to staff the facility, what the rationale for a commercial kitchen is, and will the museum be providing any funding.

Councilman Nagle acknowledged that there isn't a business plan, but the Town needs to figure out the purpose of the community center. He doesn't want it to be a visitor center, so we need to reach out to groups and see if they would be interested in using the facility. Some groups that might be interested would be the Boy Scouts, Women of America, and Weaverville Tailgate Market.

Councilman McKenna wondered whether there will be any recreational opportunities around this community center.

Public Works Director Dale Pennell commented that the Town is ready for RFPs, they hope to have it in the architects hand next week, and give them a couple weeks to get a proposal back. As for a business plan, the closest thing he can think of would be the completed Parks and Rec Master Plan and the recreational aspects were part of the overall

master plan for the track of property, however funding was planned to come from the PARTF grant and the Town is not eligible at this time. The Town could use the rooms inside the facility, but it could either be a large reception area for weddings and reunions, or a court for pickleball and tennis.

Council determined that the Town needs to determine what the purpose of the community center is going to be and what will be the best way to have the building used. They need to reach out to groups and organizations around the area, and other Towns who have built a community center recently, to see what they would do differently and if they would use the community center.

Mayor Root suggested that the Town goes forward with the RFP and nominated Vice Mayor/Councilman Jackson and Councilman Nagle to work with the Town Manager and Public Works Director to keep this plan on task and make sure every aspect is accounted for through workshops or meetings.

B.) Land Use Plan

Town Attorney Jennifer Jackson mentioned that she sent Town Council a comprehensive land use plan workshop packet and wanted to answer any questions that they may have about the land use plan.

Mayor Root commented that in the land use packet it showed that the Town's staff believed they would be the best option to take the lead in drafting the land use update, even though the Town has received a proposal from Land of Sky. This brings about some questions as to a) is it something that staff could do? And b) what are the pros and cons of staff doing it instead Land of Sky?

Town Attorney Jennifer Jackson commented that the comprehensive land use plan should be unique to Weaverville. There have been a lot of changes and growth in the Town in the last couple years, the new water treatment expansion will be a big factor and the old plan still reflects the ETJ, which is gone. This will be a complicated process with having to utilize studies in order to support recommendations in the plan, however she believes our staff can do this project. It will be a long and involved process similar to the Table of Uses, and she expects that staff and committee time will be similar, but that there will be more involvement from Town Council, due to it being more policy driven. Town Attorney Jackson believes that there will be a better product with staff completing it, since they already know the information.

Council discussed whether this long process would get in the way of staff completing their regular job tasks, but knows that they always have the option to outsource certain components of the process to Land of Sky if they need to as well.

Town Planner James Eller commented that the Table of Uses process was labor intensive, but it didn't interfere with his other job duties.

Town Attorney Jennifer Jackson mentioned that they are busy and there will be some adjusted priorities that will have to be rearranged on their schedules, but they can make it all work.

Council knows that at the end of the day we will have a better product, but most importantly the Town needs to get the public involved, either through workshops or advertisements, so that everyone is happy and on the same page. Also, reaching out to surrounding communities would be a good decision as well, since they will be affected by it too.

Chairman Doug Theroux commented that he agrees with Town Council that staff can do the new Land Use Plan and do it better than outsourcing to another company. Yes, it will definitely put a time burden on them, but the good thing is that staff already has a foundation to start with from the old Land Use Plan.

Consensus was made by Council to have Town staff perform the new Land Use Plan with the help of other companies.

3. Adjournment

Vice Mayor/Councilman Jackson made the motion to adjourn; Councilman McKenna seconded and all voted to adjourn the Council's meeting at 7:20 p.m.

Derek K Huninghake

Derek K. Huninghake, Town Clerk

APPROVED