

Remote Access Option for General Public via Zoom:

<https://us02web.zoom.us/j/85948891960> ; Meeting ID: 859 4889 1960

	<i>Pg #</i>	<i>Presenter</i>
1. Call to Order		Vice Mayor McKenna
2. Approval/Adjustments to the Agenda		Vice Mayor McKenna
4. Public Hearing – Code Amendment – Ch. 20 – Retail Uses in C-1 District	3	Planning Director Eller
5. Public Hearing – Proposed Sidewalk Priority List and Updates to Comprehensive Land Use Plan	8	Planning Director Eller
6. Consent Agenda		Town Manager Coffey
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9. Discussion & Action Items		
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10. Closed Session		Vice Mayor McKenna
<i>N.C.G.S. § 143-318.11(a)(5) – To establish terms and instruct staff concerning possible acquisition of real property</i>		
11. Adjournment		Vice Mayor McKenna

General public comments may be submitted during the meeting or in writing in advance on any meeting topic or any other item of interest related to the Town of Weaverville. Normal rules of decorum apply to all comments and duplicate comments are discouraged. The general public comments section of the meeting will be limited to 20 minutes. Comments during the meeting are generally limited to 3 minutes. You must be recognized before giving your comment. Written comments timely received will be provided to Town Council and read during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (2) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (3) by mailing your written comment (received not later than Monday’s mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

**WEAVERVILLE TOWN COUNCIL REGULAR MEETING – OCTOBER 24, 2022, AT 6PM
REMOTE ELECTRONIC MEETING LOGIN CREDENTIALS**

The Weaverville Town Council has elected to continue to provide the general public with remote electronic access to its regular monthly meetings.

This **NOTICE OF REMOTE ELECTRONIC MEETING** is provided to inform the public that the **Weaverville Town Council regular monthly meeting on Monday, October 24, 2022, at 6:00 p.m. will be held as an in-person meeting (Council Chambers/Community Room at Town Hall, 30 South Main Street) with remote attendance by the general public allowed via Zoom.** For those members of the public wishing to attend remotely via Zoom the following information is provided.

A virtual waiting room will be enabled and participants will be allowed entry into the meeting just prior to the start of the meeting. The instructions to access this meeting are:

To join the meeting by computer, go to this link <https://us02web.zoom.us/j/85948891960>
You may be asked for permission to access your computer’s video and audio. If so, click “allow.” You will then be asked for the Meeting ID which is: 859 4889 1960. You will first enter a virtual waiting room. The host will admit you into the meeting just prior to the start of the meeting.

To join the meeting by phone, call: (253) 215-8782 or (301)715 8592
You will then be asked for the Meeting ID which is: 859 4889 1960 . There is no password for this meeting, so if asked for one just press the # button.

Guidelines and Instructions for General Public Comment: A portion of the meeting will be set aside for general public comments. Normal rules of decorum apply to all comments and duplicate comments are discouraged. Public comments may be submitted during the in-person meeting or in writing in advance, but will not be taken from those attending remotely. The public comments section of the meeting will be limited to approximately 20 minutes, but may be extended by Town Council if time allows. You must be recognized before giving your comment and must make comments from the podium. Individual comments during the meeting are generally limited to 3 minutes. Written comments timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the meeting as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (received not later than with the mail delivery on the meeting day) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

To view the agenda and related materials, please visit the Town’s website at <https://www.weavervillenc.org>.

Access to the Meeting Recording: A recording of the meeting will be available for one or two months, depending on storage capacity, beginning about 24 hours after the meeting. To access the recording visit the Town’s website at <https://www.weavervillenc.org> or the Town’s YouTube channel at https://www.youtube.com/channel/UCkBK1doIGY_O6_vjiqimFUQ, or call the Town Clerk at (828)645-7116.

Patrick Fitzsimmons, Mayor
10/20/2022

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

PUBLIC HEARING

MEETING DATE: October 24, 2022

SUBJECT: Public Hearing on Code Amendments to Ch. 20 – Retail Uses in the C-1 Zoning District

PRESENTER: Planning Director

ATTACHMENTS: Notice of Public Hearing
Planning Board Recommendation
Proposed Code Amendment

DESCRIPTION/SUMMARY OF REQUEST:

Tonight’s public hearing is on proposed text amendments to Code Chapter 20 pertaining to certain retail uses within the C-1 zoning district. If adopted the amendments would require conditional district zoning for any retail use within the C-1 zoning district that encompasses more than 5,000 square feet.

These amendments were initiated on recommendation of the Economic Development Advisory Committee and have been given a high priority by Town Council in the Comprehensive Land Use Plan.

On September 6, 2022, the Planning Board reviewed both the current regulations and the attached proposed text amendment to Town Code Section 20-3205. At the conclusion of its review the Planning Board unanimously found that the proposed text amendment is consistent with the Town’s Comprehensive Plan and reasonable and recommended adoption of same.

Notice of the public hearing was duly advertised as required by North Carolina law and Code Chapter 20.

TOWN COUNCIL ACTION REQUESTED:

Receive public input on the proposed text amendments.

**TOWN OF WEAVERVILLE
NOTICE OF PUBLIC HEARING AND
NOTICE OF REMOTE ELECTRONIC MEETING**

PUBLIC NOTICE is hereby given that the Weaverville Town Council will hold a public hearing during its regularly scheduled monthly meeting on Monday, October 24, 2022, beginning at 6:00 p.m., or as soon thereafter as the matter may be reached, for the purpose of receiving public input on a proposed zoning text amendment to the table of uses specific to general retail within the C-1 zoning district.

This public hearing will occur as an in-person meeting with optional remote electronic attendance by the general public via Zoom Meeting.

WRITTEN PUBLIC COMMENTS can also be submitted in advance of the public hearing and will be read into the record of the public hearing as time allows. Written public comments can be submitted as follows: (1) by EMAILING to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a DROP BOX at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, or (3) BY MAILING your written comment (must be received not later than the day of the meeting/hearing) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments.

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To join the meeting BY PHONE, call: (253) 215-8782 or (301) 715 8592. You will then be asked for the Meeting ID which is: 859 4889 1960 .

If you would like ADDITIONAL INFORMATION or to review the content related to the Public Hearing, or have questions regarding how to submit a comment or join the meeting, you may contact Planning Director and Town Clerk James Eller at 828-484-7002 or jeller@weavervillenc.org.



**Town of Weaverville
Planning Board**

**Recommendation and Plan Consistency Statement for
Proposed Text Amendments**

On September 6, 2022, the Planning Board reviewed and, in a unanimous vote, recommend to Town Council the attached proposed text amendments which pertain to certain retail uses within the C-1 zoning district.

The Planning Board has found that the attached proposed text amendments are consistent with the Town's Comprehensive Plan and priorities, are reasonable and in the Town's best interest in that the amendments provide for better protection of the C-1 district by allowing Town Council to exercise control over larger retail development within the C-1 district, including consideration of aesthetics and conformity with the small town feel of downtown Weaverville in the development approval process.

Bob Pace

Bob Pace, Chairman of the Planning Board

October 12, 2022

**ORDINANCE AMENDING WEAVERVILLE TOWN CODE CHAPTER 20
CONCERNING CERTAIN RETAIL USES IN THE C-1 ZONING DISTRICT**

WHEREAS, the Planning Board met on September 6, 2022, in order to discuss certain Code amendments that would amend the zoning regulations regarding certain retail uses in the C-1 zoning district;

WHEREAS, the Planning Board found that the proposed code amendments which would require conditional district zoning for retail uses within the C-1 district that are 5,000 square feet or larger, are consistent with the Town's comprehensive land use plan and are reasonable and in the best interest of the public in that such amendments provide for more orderly development within the central business district;

WHEREAS, after proper notice the Town Council held a public hearing on ____, 2022, in order to receive input from the public on the amendments related to these proposed changes;

NOW, THEREFORE, BE IT ORDAINED by Town Council of the Town of Weaverville, North Carolina, as follows:

1. The findings and recommendations of the Planning Board are hereby incorporated by reference and adopted by Town Council, including specifically a finding that the amendments approved herein are consistent with the Town's adopted comprehensive land use plan.
2. Code Section 20-3205 is hereby amended as follows with the added language shown as underlined and deleted language, if any, is shown with strike-throughs:

Sec. 20-3205. Table of uses.

The following notes shall be applicable to the Table of Uses established herein.

- (1) Additional standards for those uses identified on the Table of Uses as "permitted with standards" are found in article III of part III of this chapter.
- (2) If a proposed use can't be found on the table of uses herein established or is not specifically defined herein, then the zoning administrator shall make a determination on which use most closely resembles the proposed use and shall apply those regulations and restrictions. Such determination may be made as a formal interpretation, or as part of an issuance or denial of a zoning permit or a notice of violation. The zoning administrator's determination is subject to an appeal of an interpretation which shall be heard by the board of adjustment.
- (3) The abbreviations and symbols shown in the Table of Uses have the following meanings:
 - "C" = Conditional District required
 - "P" = Permitted

"PS" = Permitted with Standards

"-" = Not Permitted

USES	R-1	R-2	R-3	R-12	C-1	C-2	I-1	MHO
RETAIL/RESTAURANTS								
<u>General Retail (Under 5,000 sq. ft.)</u>	-	-	-	-	<u>P</u>	<u>P</u>	<u>P</u>	-
<u>General Retail (5,000 – 9,999 Under 10,000 sq. ft.)</u>	-	-	-	-	<u>PS</u> <u>C</u>	P	P	-
General Retail (10,000 – 24,999 sq. ft.)	-	-	-	-	<u>PS</u> <u>C</u>	PS	PS	-
<u>General Retail (25,000 sq. ft. or more)</u>	-	-	-	-	C	C	C	-

- It is the intention of Town Council that the sections and paragraphs of this Ordinance are severable and if any section or paragraph of this Ordinance shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining paragraphs or sections of this Ordinance, since they would have been enacted by Town Council without the incorporation in this Ordinance of any such unconstitutional or invalid section or paragraph.
- These amendments shall be effective immediately upon adoption and immediately codified.

ADOPTED THIS the ___ day of _____, 2022, by a vote of ___ in favor and ___ against.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

APPROVED AS TO FORM:

JAMES ELLER, Town Clerk

JENNIFER O. JACKSON, Town Attorney

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

PUBLIC HEARING

MEETING DATE: October 24, 2022

SUBJECT: Public Hearing on Proposed Sidewalk Priority List and Comprehensive Land Use Plan Updates

PRESENTER: Planning Director

ATTACHMENTS: Notice of Public Hearing
Planning Board Recommendation and Sidewalk Priority List
Planning Board Recommendation and Updated Table of Stated Goals, Responsibilities and Priorities and Updated Fact Sheet

DESCRIPTION/SUMMARY OF REQUEST:

Tonight’s public hearing is held pursuant to N.C.G.S. § 160D-501 on a proposed sidewalk priority list and proposed updates to the Town’s Comprehensive Land Use Plan (“CLUP”), including specifically an updated Table of Stated Goals, Responsibilities, and Priorities, and an updated Fact Sheet containing the most current Town-related demographic data.

The updated priorities were preliminarily reviewed by Town Council and the Planning Board in their joint meeting on July 19, 2022. On September 6, 2022, the Planning Board formally reviewed the proposed updates to the CLUP and unanimously recommends that Town Council amend the CLUP to include the attached updated Table of Stated Goals, Responsibilities, and Priorities and updated Fact Sheet.

The sidewalk priority list, if approved by Town Council, will provide a list of streets upon which sidewalks will be required to be installed at the developers’ expense as a condition of development approvals. This sidewalk priority list is proposed for inclusion within the CLUP with annual review by the Planning Board and Town Council.

Notice of the public hearing was duly advertised as required by North Carolina law and Code Chapter 20.

TOWN COUNCIL ACTION REQUESTED:

Receive public input on the sidewalk priority list and proposed updates to the Comprehensive Land Use Plan.

**TOWN OF WEAVERVILLE
NOTICE OF PUBLIC HEARING AND
NOTICE OF REMOTE ELECTRONIC MEETING**

PUBLIC NOTICE is hereby given that the Weaverville Town Council will hold a public hearing during its regularly scheduled monthly meeting on Monday, October 24, 2022, beginning at 6:00 p.m., or as soon thereafter as the matter may be reached, for the purpose of receiving public input on proposed updates to the Town's Comprehensive Land Use Plan. The proposed updates include a revised action plan table with updated priorities, an updated fact sheet containing recently updated demographics, and a sidewalk priority list that is proposed for adoption and inclusion into the Comprehensive Land Use Plan.

This public hearing will occur as an in-person meeting with optional remote electronic attendance by the general public via Zoom Meeting.

WRITTEN PUBLIC COMMENTS can also be submitted in advance of the public hearing and will be read into the record of the public hearing. Written public comments can be submitted as follows: (1) by EMAILING to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a DROP BOX at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, or (3) BY MAILING your written comment (must be received not later than the day of the meeting/hearing) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments.

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**Town of Weaverville
Planning Board**

**Recommendation and Plan Consistency Statement for
the Proposed Sidewalk Priority List**

On September 6, 2022, the Planning Board reviewed and, in a unanimous vote, recommends that the attached proposed Sidewalk Priority List be adopted by Town Council and included within the Comprehensive Land Use Plan with further reviews of said list to be conducted annually.

The Planning Board found that the establishment of a sidewalk priority list is consistent with the Comprehensive Land Use Plan since it was listed as a high priority goal in the CLUP and can, if adopted, form the basis for the development of a sidewalk improvement plan and/or master plan, which has also been given a high priority.

The Planning Board has found that the proposed Sidewalk Priority List is reasonable and in the Town's best interest in that it provides a means for Town Council to identify specific areas in which sidewalks are desired. This list can contribute to more orderly growth and development by balancing the general desire for more sidewalks with an interest in not placing undue burdens on developers for sidewalk installation, and on the Town for maintaining such sidewalks, within areas where sidewalks are not generally needed.

Bob Pace, Chairman of the Planning Board

October 12, 2022

Town of Weaverville, North Carolina
Staff Report: Sidewalk Priority List

Prepared August, 2022

Sources: Town of Weaverville Code of Ordinances; Comprehensive Land Use Plan

Maps showing these proposed sidewalks are available for review by contacting the Planning Director at jeller@weavervillenc.org or (828)484-7002.

Table of Proposed Sidewalk Priority List

Loops

Section	Intersections	Length
Reeves St.	From Pine St. to Hamburg Mountain Rd.	690 ft.
Florida Ave.	From Merchants Al. to Alabama Ave.	250 ft.
Georgia Ave.	From Main St. to Alabama Ave.	380 ft.
Moore St.	From Main St. to Alexander Rd.	1,875 ft.
Alexander Rd.	From Moore St. to Church St.	375 ft.
Clinton St.	From Main St. to Weaver Blvd.	1,300 ft.
Hamburg Dr.	From Main St. to Williams St.	1,000 ft.
Aiken Rd.	From Merrimon Ave. to Seneca St.	1,325 ft.
Alabama Ave.	From Central Ave. to Merrimon Ave.	315 ft.
Park Ave.	From Merrimon Ave. to Brown St.	590 ft.
College Cr.	From North College to Central Ave.	770 ft.
S College and Brown	From Merrimon Ave. to Lakeshore Dr.	1,075 ft.

Spurs

Section	Intersections	Length
Salem Rd.	From Salem Acres Rd. to Highland Street	1,800 ft.
Alexander Rd.	From Church St. to Terminus	2,480 ft.
Church St.	From Highland St. to Terminus	1,500 ft.
Yost St.	From Main St. to Merrimon Avenue	1,500 ft.

Other

Section	Intersections	Length
Merchants Alley	From Florida Ave. to Central Ave	300 ft.
Reems Creek Pedestrian Bridge	From South Creek Bank to North Creek Bank near Merrimon Ave.	



**Town of Weaverville
Planning Board**

**Recommendation and Plan Consistency Statement for
Updates to the Comprehensive Land Use Plan**

On September 6, 2022, the Planning Board reviewed and, in a unanimous vote, recommends that the Comprehensive Land Use Plan be amended to include an updated Table of Stated Goals, Responsibilities, and Priorities, an updated Fact Sheet, and any adopted Sidewalk Priority List.

The Planning Board found that the annual review of progress towards accomplishment of Plan goals and the establishment of new ones is consistent with the Comprehensive Land Use Plan and reasonable in that it allows the Plan to be adapted to the changes within the Town and surrounding areas and related shifts in priorities. Demographic data is important information that is used by the Planning Board in some of its analysis. It is, therefore, prudent to include a Fact Sheet containing the most up-to-date to demographic data within the Plan.

A separate Recommendation has been provided concerning the Sidewalk Priority List.

A handwritten signature in cursive script that reads 'Bob Pace'.

Bob Pace, Chairman of the Planning Board

October 12, 2022

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
2	PRIORITIZATION							RESPONSIBILITY		
3		WATER								
4	1	1	1	1	1	Update Plan and regulations to slow land use development if water treatment plant expansion is postponed or terminated and water usage and commitments reach 70% of available water supply		✓	✓	✓
5	1	1	1	1	1	Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
6	1	1	1	1	1	Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
7	1	-	1	1	1	Investigate interconnection with Asheville for supplemental water	TC resolution adopted 6/27/2; in progress by staff	✓		
8	1	-	1	1	1	Negotiate interlocal agreement with Asheville for purchase of supplemental water	Pending investigation	✓		✓
9	2	-	2	2	2	Development of Water System GIS Layer	Anticipated FY2023-2024	✓		
10		STREETS AND SIDEWALKS								
11	1	1	1	1	1	Continue the Street Improvement Program	Program funded FY2023	✓		✓
12	1	1	1	1	1	Consider implementing a Sidewalk Improvement Program and Master Plan	Bike-Ped Study recommendations pending			✓
13	1	1	1	1	1	Establish Priority List for Sidewalk Installation	Bike-Ped Study recommendations pending	✓	✓	✓
14	1	-	1	1	1	Development of Stormwater System GIS Layer	Anticipated work for Spring 2023; LOSRC grant funding	✓		
15	2	2	2	2	2	Study possible adoption of driveway construction standards – steep slope, reduction of curb cuts, common driveways		✓	✓	✓
16	3	2	3	3	3	Consider a bike-ped overlay district for the implementation of the bike-ped plan	Bike-Ped Study recommendations pending	✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
17		HOUSING								
18	1	1	1	1	1	Define and consider ways to achieve balanced residential development	Related to TC consensus on 5/14/22			✓
19	2	-	2	1	2	Consider ways to increase housing affordability	TC considered in 2020	✓		✓
20	2	-	2	2	2	Consider broadening allowable housing types in residential districts (duplexes, quadplexes)				✓
21	2	-	2	2	2	Consider expansion of the MH Overlay District				✓
22		GENERAL POLICY MATTERS								
23	1	1	1	1	1	Review of overlapping land use authority	Anticipated FY2023	✓		✓
24	1	1	1	1	1	Negotiate interlocal agreement(s) with County (Building Permits and Inspections)	Anticipated FY2023	✓		✓
25	1	1	1	1	2	Review & update economic development goals				✓
26	1	-	1	1	1	Develop annexation guidelines that include consideration of how quality municipal services will be provided	Related to TC consensus on 5/14/22; TC considered in 2018 as part of Strategic Plan—current policy is case-by-case			✓
27	1	-	1	1	1	Continue to annex properties along the Town's borders in order to impose the Town's land use regulations	Related to TC consensus on 5/14/22			✓
28	1	-	1	1	1	Continue to work with Buncombe County during its on-going long term planning	Related to TC consensus on 5/14/22	✓		✓
29	1	-	1	1	1	Engage in conversations with NCDOT about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
30	1	-	1	1	1	Engage in conversations with MSD about long-term planning for growth	Related to TC consensus on 5/14/22	✓		✓
31	1	-	1	1	1	Comprehensive review of Future Land Use Map	Related to TC workshop 5/14/22	✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
32	1	-	1	1	1	Make decisions on annexation based on the ability to provide quality municipal services to proposed land uses to the same extent and under current policy	Related to TC consensus on 5/14/22			✓
33	2	-	2	2	2	Investigate possibility of reestablishing direct bus route between Weaverville and Asheville		✓		✓
34	2	-	2	2	2	Investigate possibility of establishing a "Park and Ride" in Weaverville to provide a shared ride option to Asheville		✓		✓
35	3	3	3	3	3	Consider reestablishing the Town's extraterritorial jurisdiction		✓		✓
36	3	3	3	3	3	Evaluate need to strengthen regulations with regard to hazard mitigation	Buncombe-Madison Hazard Mitigation Plan dated 6/21	✓	✓	✓
37	LAND DEVELOPMENT REGULATIONS									
38	1	-	1	1	1	Comprehensive review of Table of Uses		✓	✓	✓
39	1	2	1	1	1	Review regulations for non-conforming lots		✓	✓	✓
40	1	-	1	1	1	Initiate small area studies for growth areas: Gill Branch Valley, Monticello Rd West, Ollie Weaver Rd, I-26 Corridor, Reems Creek Rd	Related to TC workshop 5/14/22	✓	✓	✓
41	1	-	1	1	1	Consider adoption of land use regulations which provide greater control of retail development in Main Street area (C-1)	Economic Development Advisory Committee recommendation (7/22)	✓	✓	✓
42	1	-	1	2	2	Consider regulations that encourage open space or greenway dedication, conservation measures		✓	✓	✓
43	1	2	1	3	3	Consider Town-initiated rezonings to better align established uses with underlying zoning districts or to address long dormant properties	Focusing on long dormant properties	✓	✓	✓
44	2	2	2	2	2	Undertake a comprehensive review of zoning regulations		✓	✓	✓
45	2	2	2	2	2	Review sign regulations for legal compliance and policy objectives		✓	✓	✓

**COMPREHENSIVE LAND USE PLAN
STATED GOALS, RESPONSIBILITIES, AND PRIORITIES**

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Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
46	2	3	2	2	3	Review hillside/steep slope regulations for legal compliance and policy objectives		✓	✓	✓
47	2	3	2	2	3	Determine need or desire for Town grading regulations for projects less than 1 acre		✓	✓	✓
48	3	2	3	3	3	Continue to analyze ways to provide standard regulations in order to reserve use of conditional zoning for unique development	Areas improved: Mixed Use Development Apartments	✓	✓	✓
49	3	2	3	3	3	Study mountain ridge protection regulations for possible implementation		✓	✓	✓
50	3	2	3	3	3	Revise wireless telecommunication facility regulations for legal compliance and policy objectives		✓	✓	✓
51	0	2	0	3	3	Study removal of floodplain areas from density calculation		✓	✓	✓
52	0	3	0	0	0	Initiate special area studies: Downtown, North Main Street-"Five Points" Area, Monticello Road corridor, and Reems Creek Road corridor	Proposed for deletion; see line 43	✓	✓	✓
53	PLAN CONSISTENCY REVIEW - LEGALLY REQUIRED									
54		-		-	-	Consult plan priorities if inconsistencies develop in the implementation of this Plan		✓	✓	✓
55		-		-	-	Consult the Future Land Use Map and use descriptions for Plan consistency review	Legally required	✓	✓	✓
56		-		-	-	Consult Action Plan and stated goals for Plan consistency review	Legally required	✓	✓	✓
57		-		-	-	Consult additional approved plans for Plan consistency review	Legally required	✓	✓	✓
58	MAINTENANCE OF PLAN AND REGULATIONS – LEGAL COMPLIANCE AND ACCOUNTABILITY									
59		-		-	-	Conduct an annual review of progress towards accomplishment of Plan goals	July/August each year	✓	✓	✓

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
60		-		-	-	Update appendix to this Plan when new plans or amendments are adopted	To keep Plan up-to-date and usable	✓		
61		-		-	-	Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
62		-		-	-	Undertake annual review of the Table of Uses	For legal compliance	✓		
63		-		-	-	Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	For legal compliance and progress towards Plan goals	✓		
64		-		-	-	Consider development of or amendment to regulations consistent with law and Plan	For progress towards Plan goals	✓	✓	✓
65		-		-	-	Undertake a comprehensive update to the Plan in 2025 or at such time as substantial legislative or other changes are experienced	2025 is proposed in order to provide for 5 year updates that better align w/ Census	✓	✓	✓
COMPLETED										
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	7/5/22 – PB Review; 7/19/22 Jt Mtg b/w TC and PB	✓	✓	✓
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2022	✓		
✓		1				Consider simplification of outdoor lighting regulations	Amendments proposed for adoption 7/25/22	✓	✓	✓
✓		1				Continue the Street Improvement Program	Program funded FY2023	✓		✓
✓		1				Implementation of GIS system and Zoning Layer	Implemented April 2022	✓		
✓		1				Provide educational information on parking availability in downtown area	Website posting	✓		
✓		1				Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
✓		1				Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		

COMPREHENSIVE LAND USE PLAN

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
✓		1				Negotiate interlocal agreement(s) with County (Stormwater and Sedimentation/Erosion Control Permitting and Enforcement)	Agreements approved by TC June 2022	✓		✓
✓		1				Review use of flag lots	Implemented Nov 2021	✓	✓	✓
✓		1				Study solar collector regulation for possible implementation	Implemented May 2022	✓	✓	✓
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	August 2021	✓	✓	✓
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2021	✓		
✓		1				Implementation of Chapter 160D Amendments	Implemented July 2021	✓	✓	✓
✓		1				Consider Implementation of a Manufactured Home Overlay District	Implemented Feb 2021	✓	✓	✓
✓		1				Undertake a comprehensive review of subdivision regulations	Implemented July 2021	✓	✓	✓
✓		1				Clarify legally required exemptions to subdivision regulations and reexamine the definitions of minor subdivisions and major subdivisions	Implemented July 2021	✓	✓	✓
✓		1				Streamline the subdivision review process	Implemented July 2021	✓	✓	✓
✓		1				Determine when sidewalks and other improvements are required with development approvals	Implemented July 2021	✓	✓	✓
✓		-				Conduct an annual review of zoning regulations to ensure statutory compliance and consistency with stated goals	With 160D Project	✓		
✓		-				Undertake annual review of the Table of Uses	With 160D Project	✓		
✓		-				Conduct an annual review of subdivision regulations to ensure statutory compliance and consistency with stated goals	With 160D Project	✓		
✓		1				Continue monitoring water production, allocations, usage, and availability	Staff quarterly reports 2020/2021	✓		

COMPREHENSIVE LAND USE PLAN STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1 = high priority to be accomplished in 12 months, 2 = medium priority to be addressed in 24 months, 3 = lower priority to be addressed in 36 months; 0 = proposed for removal as a goal)

Proposed - August 2022

1	2022	2021	TC	PB	Staff	STATED GOAL	NOTES	Staff	PB	TC
✓		1				Continue reserving water allocation for infill development within the town	Staff quarterly reports 2020/2021	✓		
✓		-				Update appendix to this Plan when new plans or amendments are adopted	August 2020	✓		
✓		-				Conduct an annual review of progress towards accomplishment of Plan goals	August 2020	✓	✓	✓
✓		1				Continue monitoring water production, allocations, usage, and availability	In progress by staff with quarterly reports	✓		
✓		1				Continue reserving water allocation for infill development within the town	In progress by staff with quarterly reports	✓		
✓		1				Consider land use regulation that better provides for mixed use development	Regulations amended in May 2020	✓	✓	✓
✓		1				Consider land use regulation that provides for high density single family residential development	Studied in 2019; no new regulation desired	✓	✓	✓
✓		2				Review the current policy on street standards for private streets	Private street standards adopted May 2020	✓	✓	✓
✓		2				Consider ways to address housing affordability	Workshop presentation in January 2020	✓		✓
✓		2				Consider land use regulation that provides for transition districts	Accomplished 2020 with mixed use amdmts	✓	✓	✓
✓		2				Implement a staff-led Technical Review Committee for development reviews	TRC amendments adopted in May 2020	✓	✓	✓
✓		3				Develop and distribute a downtown parking map	Map available on website and Town Hall in 2019	✓		

Town of Weaverville, North Carolina

FACT SHEET

Prepared August, 2022

Sources: 2010 and 2020 US Census, 2020 American Community Survey, NCOSBM, Weaverville Departmental Data

POPULATION CHARACTERISTICS				
	2010	2022	Total Change	NC Average
Population	3,120	4,698	+1,447 (46%)	
Population Density	836 per sq. mi.	1,436 per sq. mi.	+600 (71%)	
Median Age	51.4	55	+3.6 years	39.1
Household Size	2.13	2.14	+0.01	
Voting Age Pop.	2,482	3,370	+888	

BASIC INFORMATION ON LAND			
	2010	2022	Total Change
Base Land Area	1,983.06 acres	2,037.22 acres	+54.16 acres
Satellite Annex. Area		23.38 acres (1.1%)	
Real Property Value	\$481,786,300	\$1,041,313,250	+\$559,526,950
Personal Property Val.	\$150,966,630	\$81,921,573	-\$69,045,057

HOUSING PROFILE			
	2010	2020	Total Change
Housing Stock	1,330	2,031	+701
Single Family	81%	76.9%	
Multi-Family	14%	23.1%	
Housing Value	\$242,600	\$320,300	+77,700

INCOME / EDUCATION CHARACTERISTICS			
	2010	2020	Total Change
Median Income	\$47,391	\$71,806	+\$24,415
Poverty Rate	9.4%	5.1%	-4.3%
Bachelor's Degree or +	43%	58.9%	+15.9%

GOVERNMENTAL INFRASTRUCTURE	
Municipal Streets	20 Miles
Sidewalks	6 Miles
Water Lines	71 Miles
Water Meters	3140
Fire Hydrants	631
Trails	1.4 Miles
Park Acreage	23.9

COMPARATIVE DATA (per 2020 US Census Data)						
	Population	Median Household Income	Bachelor's Degree or Higher	Employment Rate	Total Housing Units	Total Households
Weaverville	4,567	\$66,179	56.3%	53.6%	2,354	1,785
Asheville	94,589	\$52,339	48.9%	63.9%	47,606	40,340
Black Mtn.	8,426	\$50,373	49.5%	51.3%	4,476	3,913
Woodfin	7,936	\$48,202	34.1%	54.3%	3,689	2,495
Buncombe C.	269,452	\$54,970	40.4%	59.1%	129,141	106,741



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, September 26, 2022**

The Town Council for the Town of Weaverville met for its regularly monthly meeting on Monday, September 26, 2022, at 6:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC, with remote electronic access by the general public via zoom.

Councilmembers present were: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna, and Councilmembers Doug Jackson, Andrew Nagle, John Chase, Catherine Cordell, and Michele Wood.

Staff members present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Clerk/Planning Director James Eller, Finance Officer Tonya Dozier, Deputy Clerk Grace Keith, Police Chief and Interim Fire Chief Ron Davis, Public Works Director Dale Pennell, and Water Treatment Plant Supervisor Randall Wilson.

1. Call to Order

Mayor Patrick Fitzsimmons called the meeting to order at 6:00 p.m.

2. Approval/Adjustments to the Agenda

Councilmember Nagle requested that consent agenda item 3D be moved into the Discussion & Action Items as item 6F. Councilmember Jackson made a motion to approve the agenda as amended.

Councilmember Wood seconded the motion. All members voted to approve the motion. Motion passed 7-0.

3. Consent Agenda

Councilmember Chase moved for the approval of the Consent Agenda. Vice Mayor McKenna seconded the motion. All voted in favor of the motion to approve all action requested in the Consent Agenda listed below, except that Item D that was moved to discussion Item 6F. Motion passed 7-0.

- A. **Town Council Minutes** – *Approved August 22, 2022 Town Council regular meeting minutes*
- B. **Monthly Tax Report** – *Information only; submitted by Buncombe County*
- C. **Budget Amendment – Police** – *Budget Amendment approved*
- D. **Report of settlement of Judicial Action and Budget Amendment** – *Moved to Discussion & Action Item as item 6F.*
- E. **Code Amendment – Retail Uses in C-1 Districts** – *Public Hearing set for 10/24/2022 at 6 p.m.*
- F. **Comprehensive Land Use Plan Update** – *Public Hearing set for 10/24/2022 at 6 p.m.*
- G. **Board Appointments** – *Board appointments and reappointments made*
- H. **DWSRF Grant/Loan Application** – *Resolution presented was adopted*

4. Town Manager's Report

Page 1 of 3

September 26, 2022
Town Council
Regular Meeting Minutes

Ms. Coffey presented her Manager's report to Council which included the introduction of the new Deputy Town Clerk, as well as information related to the new Fire Chief, October Town Council Workshop, the fountain at Lake Louise, the I-26 Bridge replacement, and new garbage totes.

5. General Public Comment

General public comments may be submitted either during the meeting or in writing in advance of the meeting. Normal rules of decorum apply to all comments. The general public comments section of the meeting will be limited to 20 minutes and priority will be given to those commenters in attendance. Individuals presenting comments during the meeting are generally limited to 3 minutes. Written comments that are timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

Jennifer Young, Thomas Veasey, Tasha Vanderveer, Tim Devine, Eileen Riehnman, Pam Retzloff, Karin Hadberg, and Lou Accornero spoke in opposition to the LDG Project.

Mark Kendall spoke in favor of the LDG Project.

Mayor Fitzsimmons also noted that Town Councilmembers have received numerous written comments concerning the LDG affordable housing project.

6. Discussion & Action Items

A. Community Center Usage Report

Recreation Coordinator Shelby Stovall presented a facility use report that contained data concerning the use of all spaces in the Weaverville Community Center from September 6, 2021 to September 6, 2022 in celebration of the one year anniversary of the Community Center opening. During that time frame there were a total of 1,035 reservations within the Community Center and Community Room at Town Hall, which generated a total of just over \$35,000.

B. Water Allocation Request - LDG Multifamily LLC - 171 Monticello Road

Councilmember Jackson disclosed a conflict of interest that he has regarding the property at 171 Monticello Road noting that his family has a direct financial interest in the outcome of Town Council's decision on the matter. Without objection from Town Council Councilmember Jackson was excused from the vote.

Town Council discussed the water commitment application submitted by LDG Multifamily, LLC, for a proposed affordable housing development on property located at 171 Monticello Road. This application requests 56,600 gallons per day off of a 3-inch water meter for a proposed apartment complex consisting of 168 dwelling units.

Mayor Fitzsimmons motioned to grant the water commitment request conditioned upon annexation into the Town and development approvals of the project by the Town. Councilmember Wood seconded the motion. There being no further discussion, the motion passed in a majority vote with Councilmembers Cordell and Nagle voting no and Councilmember Jackson being excused from the vote due to conflict of interest previously disclosed.

C. Town Hall Roof Replacement

The roof on the Town Hall building is original to the construction of the building that was completed in 2001. It is now at the end of its useful life and several small roof leaks are occurring. Town staff has been informed that repairs will not be particularly effective, and a complete roof replacement has been recommended by more than one roofing company. Manager Coffey recommended proceeding with the roof replacement based on the quote received from WNC Roofing totaling \$48,350.00. There was consensus to proceed with the roof replacement.

Council Member Nagle motioned to approve the budget amendment for the roof replacement as presented. Council Member Jackson seconded the motion. All voted in favor. Motion passed 7-0.

D. Proposed Sidewalk Priority List

Planning Director, James Eller, presented a staff report concerning a proposed sidewalk priority list. This list is intended to provide a list of streets upon which sidewalks will be required as a part of development approvals at the developers' expense and does not obligate the Town to install any sidewalks. The Planning Board reviewed the list and provided a unanimous favorable recommendation for the list and its inclusion within the Comprehensive Land Use Plan.

There was consensus to include the proposed sidewalk priority list within the public hearing that has been scheduled for October 24, 2022, at 6 pm on the updates to the CLUP. Action to approve the sidewalk priority list and include it within the CLUP could be taken after that public hearing.

E. Quarterly Report – Public Works & Water Departments

Mr. Pennell presented the Town Council with the quarterly report regarding Public Works & Water.

F. Report of settlement of Judicial Action and Budget Amendment

In accordance with N.C. Gen. Stat. § 143-318.11(a)(3) the Town Attorney Jackson reported that the Weaverville Town Council approved a \$70,000 settlement of *McKinney vs. Town of Weaverville*, et al., No. 1:21-cv-253, with the Town of Weaverville paying \$20,000 and the North Carolina League of Municipalities paying \$50,000. This settlement was of a disputed claim and was not intended to be an admission of liability, but rather a compromise in order to avoid the expense of litigation, to terminate all controversies between the parties, and to finally resolve all claims by and between the parties. Town Council was asked to approve a budget amendment of \$20,000 related to this settlement.

Council Member Cordell motioned for the approval of the budget amendment. Council Member Jackson seconded the motion. All voted in favor of the motion. Motion passed 7-0.

7. Adjournment.

Without objection, Mayor Fitzsimmons declared the meeting adjourned. Meeting adjourned at approximately 7:55 pm.

James Eller, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Workshop
Tuesday, September 20, 2022**

The Town Council for the Town of Weaverville met for a regularly scheduled workshop on Tuesday, September 20, 2022, at 6:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC with remote access via zoom.

Councilmembers present: Vice Mayor Jeff McKenna and Councilmembers Doug Jackson, John Chase, and Michele Wood. Mayor Fitzsimmons was present remotely to participate in the discussion but was not part of the quorum and did not vote. Councilmembers Andrew Nagle and Catherine Cordell were absent. Staff members present: Town Attorney Jennifer Jackson and Clerk/Planning Director James Eller. Town Manager Selena Coffey was present remotely.

1. Call to Order

Vice Mayor McKenna called the meeting to order at 6:00 p.m.

2. Overview of Rules of Procedure

Ms. Jackson noted that generally rules of procedure are intended to help governing boards make informed decisions in an effective, efficient, courteous, and fair manner regardless of the matter. The proposed set of rules have been modeled after the UNC School of Government's suggested rules for city councils and have been influenced by statutory procedural requirements, parliamentary law, and *Robert's Rules of Order Revised*.

3. Town Council Input on Proposed Rules

Ms. Jackson guided Council through a conversation on the proposed rules on the following: remote participation in meetings by Town Council members; Town Clerk attendance in closed sessions; organizational meeting of Town Council; preparation of meeting agendas; order of business; role of Mayor; role of Vice Mayor and Vice Mayor vs. Mayor Pro Tempore; the seconding of motions and whether it should be required or not; duty to vote and procedure for excusal from voting; adoption and amendments to ordinances; rules for public comment and public hearings; procedures for appointment of vacant Town Council seats; procedures for appointment to Boards and Committees.

4. Town Council Direction on Next Steps

Ms. Jackson reviewed the consensus positions reached by Council and noted that the updated rules of procedure would be presented at a future meeting for further discussion and/or adoption.

5. Adjournment.

Without objection, Vice Mayor McKenna and Jane Kelley, respectively, declared the meeting adjourned at approximately 7:30pm.

James Eller, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Joint Meeting of Town Council and Planning Board
Tuesday, July 19, 2022**

The Town Council for the Town of Weaverville met for its regularly scheduled workshop meeting on Tuesday, July 19, 2022, at 6:00 p.m. within Council Chamber at Town Hall, in order to hold a joint meeting with the Weaverville Planning Board. The Planning Board met for a special called meeting at this date and time for that purpose.

Councilmembers present: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna, Doug Jackson, Andrew Nagle, John Chase, Catherine Cordell and Michele Wood. Planning Board Members present: Jane Kelley, Donna Mann Belt and Maggie Schroder. Planning Board Members Gary Burge, Rachael Bronson, Bob Pace and Mark Endries were absent. Staff members present: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Planning Director James Eller.

1. Call to Order

Mayor Fitzsimmons called the meeting of Council to order at 6:00 p.m.

Having been selected to chair the meeting, Ms. Kelley called the meeting of the Planning Board to order at 6:00p.m.

2. Economic Development Advisory Committee Recommendation

Mayor Fitzsimmons presented a recommendation from the Economic Development Advisory Committee which sought to make general retail establishments of a certain size subject to the conditional district development review process. A staff report related to small box general retail establishments was also provided.

3. Information on Small Area Studies

Chris Joyell presented information related to small area studies.

4. Comprehensive Land Use Plan – Review and Ranking of Priorities and Goals

Ms. Jackson and Mr. Eller guided Council through the proposed table of priorities and goals to be included within the update of the comprehensive land use plan. Staff provided further explanations of the goals included noting new ones which had been added for consideration. Staff and the Planning Board spoke to Council regarding their ranking of the priorities. Through conversation consensus was reached by Council on their ranking of the individual priorities, These ranking were recorded by staff to be incorporated into the document. Ms. Jackson noted that updates to the Comprehensive Land Use Plan now require a formal adoption process including formal Planning Board review and recommendation and a public hearing and indicated that staff would begin the process so that the table can be considered for adoption and inclusion within the Comprehensive Land Use Plan.

5. Other Discussion Items

No additional items were noted.

6. Adjournment

Mayor Fitzsimmons declared the meeting of Council adjourned at 7:35 p.m.

Ms. Kelley declared the meeting of the Planning Board adjourned at 7:35 p.m.

James Eller, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Monthly Tax Report
PRESENTER: Finance Director
ATTACHMENTS: Monthly Tax Report

DESCRIPTION/SUMMARY OF REQUEST:

Buncombe County provides the following monthly tax report for September 2022.
This report is provided for information only.

No action is requested or required.

**Town of Weaverville
MONTHLY TAX REPORT
FY 2022-2023**

Tax Year 2022

Summary for YTD September 2022:

Original Billed Amt	\$	3,960,492
Abs Adj (Adjustments by Assessor)	\$	(245)
Bill Releases	\$	(32)
Discovery Levy	\$	5,720
Additional Levy	\$	-
Net Levy	\$	3,965,934
Total Current Year Collections	\$	649,663
% Collected		16.38%
Total Left to be Collected:	\$	3,316,270
Prior Years Tax Paid	\$	788
Prior Years Interest Paid	\$	40

Report Parameters:

Date Sent to Finance Start: **Min - September 1, 2022** Date Sent to Finance End: **Max - September 30, 2022** Abstract Type: **BUS,IND,PUB,REI,RMV**

Tax District: **WEAVERVILLE**

Levy Type: **Admin Expense, Advertisement Fee, Attorney Fee, Collection Fee 5, Collection Fee 9, Cost, Docketing Expense, EXPENSE, FEE INTEREST, Garnishment Fee, Interest, LATE LIST PENALTY, Legal Ad Expense, NSF Penalty, Postage Expense, Sheriff Service Fee, SPECIAL ASSESSMENT, TAX, VEHICLE FEE, WEAVERVILLE TAX**

Tax Year: **2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004** Year For: **2022, 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003** Collapse Districts: **N**

Default Sort-By: **Tax Year** Grouping: **Tax District,Levy Type**

Fiscal Year Activity from July 1, 20XX to September 30, 2022								Activity from September 1, 2022 to September 30, 2022			
Tax Year	Orig. Billed Amt (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Net Levy (\$)	Amt Collect. (\$)	Unpaid Balance (\$)	Amt Collect. (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)
		Assessor Refunds (\$)	Net Collections (\$)	Additional Levy (\$)	Collection Fee Amt (\$)	% Coll.	% Uncoll.			Assessor Refunds (\$)	Additional Levy (\$)
TAX DISTRICT: WEAVERVILLE LEVY TYPE: Interest											
2021	0.00	0.00	0.00	0.00	0.00	4,869.35	0.00	1.30	0.00	0.00	0.00
		0.00	4,869.35	0.00	0.00	NA	NA			0.00	0.00
2020	0.00	0.00	0.00	0.00	0.00	11,375.67	0.00	1.89	0.00	0.00	0.00
		0.00	11,375.67	0.00	0.00	NA	NA			0.00	0.00
2019	0.00	0.00	0.00	0.00	0.00	4,892.70	0.00	0.00	0.00	0.00	0.00
		0.00	4,892.70	0.00	0.00	NA	NA			0.00	0.00
2018	0.00	0.00	0.00	0.00	0.00	316.01	0.00	0.00	0.00	0.00	0.00
		0.00	316.01	0.00	0.00	NA	NA			0.00	0.00
2017	0.00	0.00	0.00	0.00	0.00	39.57	0.00	0.00	0.00	0.00	0.00
		0.00	39.57	0.00	0.00	NA	NA			0.00	0.00
2016	0.00	0.00	0.00	0.00	0.00	64.92	0.00	0.00	0.00	0.00	0.00
		0.00	64.92	0.00	0.00	NA	NA			0.00	0.00
2015	0.00	0.00	0.00	0.00	0.00	100.08	0.00	0.00	0.00	0.00	0.00
		0.00	100.08	0.00	0.00	NA	NA			0.00	0.00
2014	0.00	0.00	0.00	0.00	0.00	6.70	0.00	0.00	0.00	0.00	0.00
		0.00	6.70	0.00	0.00	NA	NA			0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	1,020.36	0.00	0.00	0.00	0.00	0.00

		0.00	1,020.36	0.00	0.00	NA	NA			0.00	0.00
2012	0.00	0.00	0.00	0.00	0.00	730.74	0.00	0.00	0.00	0.00	0.00
		0.00	730.74	0.00	0.00	NA	NA			0.00	0.00
2011	0.00	0.00	0.00	0.00	0.00	12.59	0.00	0.00	0.00	0.00	0.00
		0.00	12.59	0.00	0.00	NA	NA			0.00	0.00
Sub.	0.00	0.00	0.00	0.00	0.00	23,428.69	0.00	3.19	0.00	0.00	0.00
		0.00	23,428.69	0.00	0.00	NA	NA			0.00	0.00
TAX DISTRICT: WEAVERVILLE		LEVY TYPE: LATE LIST PENALTY									
2022	2,555.97	0.92	0.80	733.13	3,287.38	1,321.39	1,965.99	472.83	0.47	0.00	17.73
		0.00	1,321.39	0.00	0.00	40.20 %	59.80 %			0.00	0.00
2021	1,320.31	65.20	0.54	3,159.35	4,413.92	4,379.27	34.65	0.00	0.00	0.00	0.00
		0.00	4,379.27	0.00	0.00	99.21 %	0.79 %			0.00	0.00
2020	1,211.84	478.88	0.96	6,083.77	7,047.59	6,662.17	385.42	0.00	0.00	0.00	0.00
		0.00	6,662.17	231.82	0.00	94.53 %	5.47 %			0.00	0.00
Sub.	5,088.12	545.00	2.30	9,976.25	14,748.89	12,362.83	2,386.06	472.83	0.47	0.00	17.73
		0.00	12,362.83	231.82	0.00	83.82 %	16.18 %			0.00	0.00
TAX DISTRICT: WEAVERVILLE		LEVY TYPE: TAX									
2022	3,960,491.50	245.24	32.24	5,719.53	3,965,933.55	649,663.46	3,316,270.09	261,795.33	240.70	0.04	29.54
		0.00	649,663.46	0.00	0.00	16.38 %	83.62 %			0.00	0.00
2021	3,717,652.88	3,168.26	34.73	14,153.16	3,729,129.89	3,724,339.19	4,790.70	86.41	0.00	0.00	0.00
		5.92	3,724,345.11	526.84	0.00	99.87 %	0.13 %			0.00	0.00
2020	3,354,216.35	5,999.72	59.94	22,850.56	3,373,734.01	3,370,664.45	3,069.56	4.79	0.00	0.00	0.00
		1,451.48	3,372,115.93	2,726.76	0.00	99.91 %	0.09 %			0.00	0.00
2013	73,342.49	0.00	1,623.13	0.00	71,719.36	71,719.36	0.00	0.00	0.00	0.00	0.00
		0.00	71,719.36	0.00	0.00	100 %	0 %			0.00	0.00
2012	68,037.63	0.00	1,498.22	0.00	66,539.41	66,539.41	0.00	0.00	0.00	0.00	0.00
		0.00	66,539.41	0.00	0.00	100 %	0 %			0.00	0.00
2011	82.56	0.00	0.00	0.00	82.56	82.56	0.00	0.00	0.00	0.00	0.00
		0.00	82.56	0.00	0.00	100 %	0 %			0.00	0.00
Sub.	11,173,823.41	9,413.22	3,248.26	42,723.25	11,207,138.78	7,883,008.43	3,324,130.35	261,886.53	240.70	0.04	29.54
		1,457.40	7,884,465.83	3,253.60	0.00	70.34 %	29.66 %			0.00	0.00
TAX DISTRICT: WEAVERVILLE		LEVY TYPE: WEAVERVILLE TAX									
2019	49,954.82	0.00	191.19	0.00	49,763.63	43,545.59	6,218.04	0.00	0.00	0.00	0.00
		0.00	43,545.59	0.00	0.00	87.50 %	12.50 %			0.00	0.00
2018	1,576.57	0.00	3.29	0.00	1,573.28	914.17	659.11	0.00	0.00	0.00	0.00
		0.00	914.17	0.00	0.00	58.11 %	41.89 %			0.00	0.00
2017	771.97	0.00	2.21	0.00	769.76	145.15	624.61	0.00	0.00	0.00	0.00
		0.00	145.15	0.00	0.00	18.86 %	81.14 %			0.00	0.00

2016	217.62	0.00	2.56	0.00	215.06	168.06	47.00	0.00	0.00	0.00	0.00
		0.00	168.06	0.00	0.00	78.15 %	21.85 %			0.00	0.00
2015	201.36	0.00	8.59	0.00	192.77	160.43	32.34	0.00	0.00	0.00	0.00
		0.00	160.43	0.00	0.00	83.22 %	16.78 %			0.00	0.00
2014	2,126.15	0.00	5.98	0.00	2,120.17	23.32	2,096.85	0.00	0.00	0.00	0.00
		0.00	23.32	0.00	0.00	1.10 %	98.90 %			0.00	0.00
2013	570.35	0.00	0.00	0.00	570.35	1.15	569.20	0.00	0.00	0.00	0.00
		0.00	1.15	0.00	0.00	0.20 %	99.80 %			0.00	0.00
2012	752.46	0.00	111.58	0.00	640.88	204.72	436.16	0.00	0.00	0.00	0.00
		0.00	204.72	0.00	0.00	31.94 %	68.06 %			0.00	0.00
2011	1,636.85	0.00	0.00	0.00	1,636.85	0.00	1,636.85	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0 %	100 %			0.00	0.00
2010	277.25	0.00	0.00	0.00	277.25	0.00	277.25	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0 %	100 %			0.00	0.00
Sub.	58,085.40	0.00	325.40	0.00	57,760.00	45,162.59	12,597.41	0.00	0.00	0.00	0.00
		0.00	45,162.59	0.00	0.00	78.19 %	21.81 %			0.00	0.00
Total	11,236,996.93	9,958.22	3,575.96	52,699.50	11,279,647.67	7,963,962.54	3,339,113.82	262,362.55	241.17	0.04	47.27
		1,457.40	7,965,419.94	3,485.42	0.00	70.40 %	29.60 %			0.00	0.00

Signature (Tax Collector) _____

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: October 24, 2022
Subject: Budget Amendment – Police, Public Works
Presenter: Town Finance Director
Attachments: Budget Amendment Form

Description/Summary of Request:

The Town collected an additional **\$200.00** in Cops for Kids donations in September 2022, bringing the fiscal year-to-date total to \$400.00.

The Public Works department recently sold several outdated pieces of equipment on GovDeals totaling \$18,482. The Public Work Director has requested that **\$11,546** of these funds be used to purchase a curb machine for the Streets Department. The curb machine is needed for multiple purposes including new asphalt curbs around Lake Louise for pedestrian and traffic control, directing runoff into drainage ditches at various locations, preventing runoff from entering driveways, eliminating erosion alongside road shoulders, and for general traffic control. In the past the Town has tried to form these asphalt curbs by hand with unsatisfactory results.

The attached budget amendment is necessary in order to include these funds in the Fiscal Year 2022-2023 budget.

Action Requested:

Town Manager recommends approval of the attached Budget Amendment.

Budget Amendment FY 2022-2023

Town of Weaverville

What expense accounts are to be increased?

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-430-431-26608	Cops for Kids (Expenditure)	\$200.00
010-450-451-50500	Streets – Capital Equipment	\$11,546.00

What expense account(s) are to be decreased or additional revenue expected to offset expense?

<u>Account</u>	<u>Account Description</u>	<u>Transfer Amount</u>
010-004-300-09028	Cops for Kids (Revenue)	\$200.00
010-004-300-09050	Sale of Property	\$11,546.00

Justification: Please provide a brief justification for this budget amendment. *Cops for Kids donation received Sept 2022; GovDeal proceeds used to purchase curb machine for Streets Department.*

_____	_____
Authorized by Finance Officer	Date
_____	_____
Authorized by Town Manager	Date
_____	_____
Authorized by Town Council (if applicable)	Date

Budget Ordinance Section 7:

- B. The Budget Officer or his/her designee is hereby authorized to distribute departmental funds based upon the line item budgets and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.
- C. The Budget Officer or his/her designee may authorize transfers between line items, expenditures and revenues, within a department or division without limitation and without a report being required.
- D. The Budget Officer or his/her designee may transfer amounts up to 5%, but not to exceed \$10,000 monthly, between departments, including contingency appropriations, but only within the same fund. The Budget Officer must make an official report on such transfers at a subsequent regular meeting of Town Council.
- E. The Budget Officer or his/her designee may not transfer any amounts between funds, except as approved by Town Council, as a budget amendment.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: October 24, 2022
Subject: Road Closure Ordinances - Christmas Parade
Presenter: Selena D. Coffey, Town Manager
Attachments: Road Closure Ordinance

Description:

Attached please find the proposed ordinance for the Christmas parade road closures.

Council Action Requested:

The Town Manager recommends approval of the road closure ordinance for the Christmas Parade.

Suggested Motion:

I move to approve the road closure ordinance for the Christmas Parade.

**AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE
WEAVERVILLE CHRISTMAS PARADE**

WHEREAS, the Town Council of Weaverville acknowledges a long tradition of supporting the annual Weaverville Christmas Parade, that benefits the Weaverville and the North Buncombe community; and

WHEREAS, the Town Council of Weaverville acknowledges a long tradition of providing the Weaverville Christmas Parade for the pleasure of its citizens; and

WHEREAS, the Town Council of Weaverville acknowledges the Weaverville Christmas Parade celebration requires approximately one half hour to install signage, approximately one hour fifteen minutes for parade event, and also requires approximately one half hour for removing signage, litter, etc.

THEREFORE, BE IT ORDAINED by the Town Council of Weaverville pursuant to the authority granted by G. S. 20-169, that we do hereby declare a temporary road closure on the day and times set forth below and the following described portion of a State Highway System route:

Weaverville Christmas Parade

Date: December 3, 2022
Begin time: 1:00 pm
End time: 3:30 pm

Description of closure: 1.91 miles along SR2207, US 19 Bus, and SR2127 Main Street from North Buncombe Middle School to Weaverville Elementary School / Yost Street.

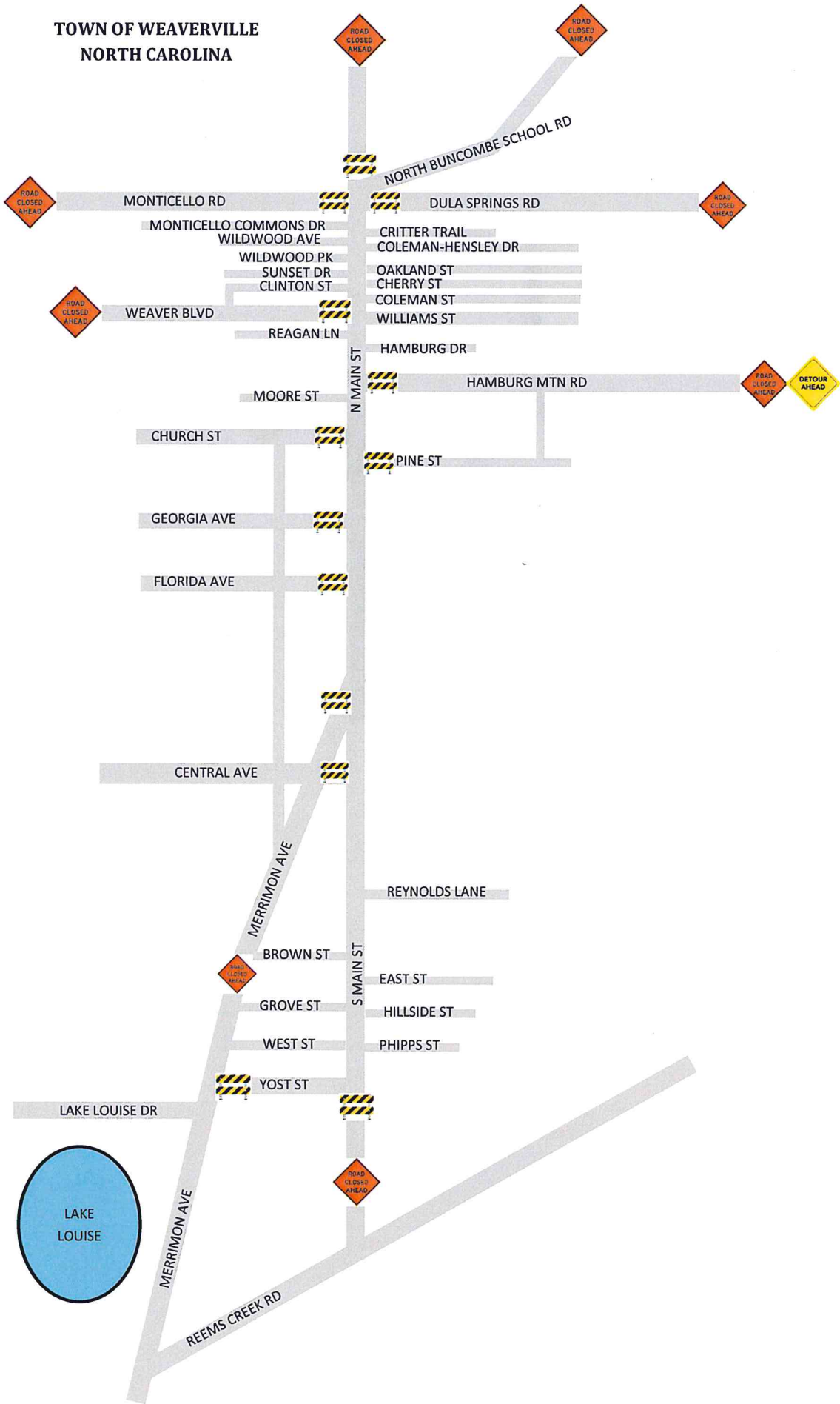
This ordinance to become effective when signs are erected giving notice of the road closures and detour routes and the implementation of adequate traffic control.

Patrick Fitzsimmons, Mayor

Attest:

James Eller, Town Clerk

**TOWN OF WEAVERVILLE
NORTH CAROLINA**





TOWN OF WEAVERVILLE

TOWN COUNCIL AGENDA ITEM

DATE OF MEETING: October 24, 2022
SUBJECT: Rules of Procedure for Town Council
PRESENTER: Town Attorney
ATTACHMENTS: Proposed Rules of Procedure

DESCRIPTION/SUMMARY OF REQUEST:

Town Council is often called upon to decide important issues of public policy, which can lead to difficult meetings. Rules of procedure are intended to help governing boards reach informed decisions in an effective, efficient, orderly, courteous, and fair manner, regardless of the matter under consideration.

In follow-up to Town Council's workshop meeting on September 20, 2022, the Town Attorney presents a revised set of Rules of Procedures for Town Council's consideration. This version incorporates the consensus that was reached by Town Council on various issues.

If there are no further areas of discussion or questions, Town Council could take action tonight to approve these Rules of Procedure.

ACTION REQUESTED:

The following is a suggested motion should Council wish to adopt these Rules of Procedure as presented:

I move that we approve and adopt the Rules of Procedure as presented with an immediate effective date.

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

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RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

PART I. APPLICABILITY

Rule 1. Applicability of Rules

These rules shall apply to all meeting of the Weaverville Town Council. For purposes of these rules, a meeting of the council occurs whenever a majority of the council's members gather, whether in person or simultaneously by electronic means, to conduct hearings, deliberate, vote, or otherwise transact public business within the Town's real or apparent jurisdiction of. The term "majority" as used here and elsewhere in these rules means, unless otherwise specified, a simple majority, that is, more than half.

PART II. QUORUM

Rule 2. Quorum

The presence of a quorum is necessary for the council to conduct business. A majority of council's actual membership plus the mayor, excluding vacant seats, shall constitute a quorum. A member who withdraws from a meeting without being excused by majority vote of the remaining members in attendance is deemed present for quorum purposes.

Any member or members of Town Council, including the mayor, participating remotely in accordance with [Rule 3 \(a\) or \(b\)](#) shall be counted as present for quorum purposes. Any member or members of Town Council, including the mayor, joining remotely in accordance with [Rule 3\(c\)](#) shall not be counted as present for quorum purposes.

A quorum of the council shall be required at all public hearings required by state law. If a quorum is not present at such a hearing, the hearing shall be continued until the next regular council meeting without further advertisement.

PART III. OPEN MEETINGS

Rule 3. Remote Participation in Council Meetings

Remote participation in a council meeting is attendance and participation in an official meeting of the council by a council member or mayor who is not physically able to attend but who can attend and participate by phone, video or other type communication.

No member who is not physically present for a council meeting may participate in the meeting by electronic means except in accordance with the policy adopted by the council.

Remote participation by a member is allowed as follows:

- (a) Remote participation during a state of emergency as allowed by and in accordance with G.S. § 166A-19.24 and town council's resolution adopted 28 February 2022.
- (b) Remote participation during non-emergency times as allowed by and in accordance with North Carolina law.
- (c) In the absence of authority to participate remotely in a council meeting pursuant to subsection (a) or (b) above, a member may join a council meeting that is being conducted in such a manner as to allow the general public to participate remotely.

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

Any member who joins the meeting remotely may offer comment and take part in the debate, but may not be counted as present for quorum purposes, may not preside over the council meeting, and may not vote on any matter before the council.

Rule 4. Meetings Open to the Public

Except as permitted by [Rule 5](#), all meetings of the council shall be open to the public and any person may attend its meetings.

Rule 5. Closed Sessions

- (a) **Motion to Enter Closed Session.** The council may enter a closed session from the public is excluded only upon a motion duly made and adopted in open session. The motion to enter closed session must cite one or more of the permissible bases for closed session authorized by G.S. § 143-318.11(a) and restated in subparagraph (b) below.
- (b) **Bases for Closed Session.** A closed session is permissible under the following circumstances and no others:
- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of North Carolina or of the United States or that does not constitute a public record within the meaning of Chapter 132 of the General Statutes. The motion to enter closed session must name or cite the law that renders the information confidential or privileged;
 - (2) To consult with the town attorney or another attorney employed or retained by the Town in order to preserve the attorney-client privilege. If the council expects to discuss a pending lawsuit with its attorney, the motion to enter closed session must include the names of the parties to the lawsuit;
 - (3) To discuss matters relating to (a) the location or expansion of industries or other businesses in the area served the town or (b) the closure or realignment of a military installation. The council may reach agreement in closed session on a tentative list of economic development incentives to be offered in negotiations, but the approval of the signing of any economic development contract or commitment and the authorization of the payment of economic development expenditures must take place in open session;
 - (4) To establish or instruct staff or agents concerning the Town's position in negotiating the price or other material terms of an agreement for the acquisition of real property by purchase, exchange, or lease;
 - (5) To establish or instruct staff or agents concerning the amount of compensation or other material terms of an employment contract;
 - (6) To consider the qualifications, competence, performance, character, fitness, or conditions of appointment or employment of a public officer or employee or prospective public officer or employee, except when the individual in question is a member of the town council or other public body or is being considered to

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

- fill a vacancy on the town council or other public body. Final action to appoint or employ a public officer or employee must take place in open session;
- (7) To hear or investigate a charge or complaint by or against a public officer or employee. Final action discharging an employee or removing an officer must occur in open session;
 - (8) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct;
 - (9) To review a law enforcement recording released pursuant to G.S. § 132-1.4A;
 - (10) On any other basis permitted by law.
- (c) **Closed Session Participants.** Unless the council directs otherwise, the town manager and town attorney may attend closed sessions of the council. No other person may attend a closed session unless invited by majority vote of council.
 - (d) **Action During Closed Session.** Only those actions authorized by statute may be taken in closed session. A motion to adjourn or recess the meeting shall not be in order during a closed session.
 - (e) **Motion to Return to Open Session.** Upon completing its closed session business, the council shall end the closed session by adopting a duly made motion to return to open session.

Rule 6. Meeting Minutes

- (a) **Minutes Required for All Meetings.** The council must keep full and accurate minutes of all of its meetings, including closed session. To be “full and accurate,” minutes must record all actions taken by council. They should set out the precise wording of each motion and make it possible to determine the number of votes cast for and against each motion. The minutes need not record discussions of the council, though the council in its discretion may decide to incorporate such details into the minutes.
- (b) **Record of “Ayes” and “Nays”.** At the request of any member of council, the minutes shall list each member by name and record how each member voted on a particular matter.
- (c) **General Accounts of Closed Sessions.** In addition to minutes, the council must keep a general account of each closed session. The general account must be sufficiently detailed to provide a person not in attendance with a reasonable understanding of what transpired. The council may combine the minutes and general account of a closed session into one document, so long as the document contains both a complete record of actions taken and the level of detail required for a general account.
- (d) **Sealing Closed Session Records.** Minutes and general accounts of closed session shall be sealed until unsealed by order of the council or, if the council delegates the authority to unseal to one or more staff members, in accordance with guidelines adopted by the council. The sealed minutes and general account of any closed session

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

may be withheld from public inspection so long as public inspection would frustrate the purpose(s) of the closed session.

Rule 7. Broadcasting and Recording Meetings

- (a) **Right to Broadcast and Record.** Any person may photograph, film, tape-record, or otherwise reproduce any part of a council meeting that must take place in open session. Except as provided in paragraph (c) of this rule, any radio or television station may broadcast any such part of a council meeting.
- (b) **Advance Notice.** Any radio or television station that plans to broadcast any portion of a council meeting shall so notify the town manager no later than 12 hours before the meeting. The failure to provide notice is not, by itself, grounds for preventing the broadcast of a council meeting.
- (c) **Equipment Placement.** The town manager may regulate the placement and use of camera or recording equipment in order to prevent the undue interference with a council meeting, so long as they allow the equipment to be placed where it can carry out its intended function. If the town manager determines in good faith that the equipment and personnel necessary to broadcast, photograph, or record the meeting cannot be accommodated without undue interference to the meeting, and an adequate alternative meeting room is not readily available, the town manager may require the pooling of the equipment and the personnel operating it.
- (d) **Alternative Meeting Site.** If the news media request an alternative meeting site to accommodate news coverage, and the council grants the request, the news media making the request shall pay the costs incurred by the town in securing the alternative meeting site.

PART IV. ORGANIZATION OF THE COUNCIL

Rule 8. Organizational Meeting, Oath of Office, Selection of Vice Mayor

The council will hold its organizational meeting on the date and at the time of council's regular meeting in November following each general election in which council members are elected. The organizational meeting may not, however, be held before municipal election results are officially determined, certified, and published as required by law.

As the first order of business at the organizational meeting, all newly elected members of council must take and subscribe the oath of office set out in Article VI, Section 7, of the North Carolina Constitution. Each member's oath must be filed with the town clerk. Although a member who is not present for the organizational meeting may take the oath of office at another time, every member must take, subscribe, and file the oath before they begin performing any of the duties of the member's office.

As the second order of business at the organizational meeting, the council shall elect from among its members a vice mayor, who shall serve at the council's pleasure. The vice mayor

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

shall be elected by motion and majority vote of council, with the mayor and all council members being eligible to vote.

PART V. TYPES OF MEETINGS

Rule 9. Regular Meetings

- (a) **Regular Meeting Schedule.** The Council shall hold a regular meeting on the 4th Monday of each month and a regular workshop meeting on the 3rd Tuesday of each month. These meetings shall be held in the Council Chambers and Community Room of Town Hall, located at 30 South Main Street, Weaverville, NC, and shall begin at 6:00 pm. The council shall adopt a meeting schedule each year consistent with this rule. A copy of the council's current meeting schedule shall be filed with the town clerk and posted on the town's website.
- (b) **Change to Meeting Schedule.** Notwithstanding paragraph (a) of this rule, the council may amend its regular meeting schedule to add or delete meetings or to change the date, time, or location of one or meetings on the schedule. The amended schedule shall be filed with the town clerk at least 7 calendar days before the day of the first meeting held pursuant to the revised schedule and posted on the town's website.

Rule 10. Special Meetings

- (a) **Calling Special Meetings.** A special meeting of council may be called by the mayor, the vice mayor, or any 2 council members. A special meeting may also be called by vote of the council in open session during a regular meeting or another duly called special meeting.
- (b) **Notice to the Public.** At least 48 hours before a special meeting of the council, notice of the date, time, place, and purpose of the meeting shall be:
 - (1) Posted on the council's principal bulletin board;
 - (2) Posted on the town's website; and
 - (3) Delivered, emailed, or mailed to each newspaper, wire service, radio station, television station, and person who has filed a written request for notice with the town clerk.
- (c) **Notice to Members.**

For special meetings called by the mayor, vice mayor, or by 2 council members, at least 48 hours before a special meeting of the council, written notice of the meeting stating its date, time, and place, as well as the subjects to be considered, shall be delivered to the mayor and each council member or left at their usual dwelling place.

For special meetings called by vote of council in open session, written notice of the special meeting's date, time, place and purpose shall be mailed or delivered at least 48 hours before the meeting to each council member not present for the meeting at

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

which the special meeting was called and to the mayor if they were not present at the meeting.

- (d) **Transacting Other Business.** Only those items of business specified in the notice may be taken up at a special meeting, unless (1) all members are present, and (2) the Council determines in good faith at the meeting that it is essential to discuss or act on the item immediately.

Rule 11. Emergency Meetings

- (a) **Grounds for Emergency Meeting.** Emergency meetings of the town council may be called only to address generally unexpected circumstances demanding the council's immediate attention.
- (b) **Calling Emergency Meetings.** The mayor, vice mayor, or any 2 council members may at any time call an emergency meeting of the council by signing a written notice stating the time and place of the meeting and the subjects to be considered. The notice shall be delivered to the mayor and each council member or left at their usual dwelling place at least 6 hours before the meeting.

An emergency meeting may be held when the mayor and all members of the council are present and consent thereto, or when any absent member has signed a written waiver of notice.

- (c) **Notice to Media of Emergency Meetings.** Notice of an emergency meeting shall be given to each local newspaper, local wire service, local radio station, and local television station that has filed a written request with the town clerk for notice of emergency meetings. To be valid, the request must include the newspaper's, wire service's, or station's telephone.
- (d) **Transaction of Other Business Prohibited.** Only business connected with the emergency may be considered at an emergency meeting.

Rule 12. Recessed Meetings

When conducting a properly called regular, special, or emergency meeting, the council may recess the meeting to another date, time or place by a procedural motion made and adopted, as provided in [Motion 3](#) of Appendix A, in open session. The motion must state the time (including the date if the meeting will resume on a different day) and place at which the meeting will reconvene. Notice of the recessed meeting's date, time, and place must appear on the town's website prior to the meeting. No further notice of a properly called recessed meeting is required.

RULES OF PROCEDURE FOR THE WEAVERVILLE TOWN COUNCIL

Adopted by Town Council on _____

PART VI. AGENDA

Rule 13. Agenda

(a) **Draft Agenda.**

- (1) *Preparation.* The Mayor and Town Manager shall prepare a draft agenda in advance of each meeting of the town council.
- (2) *Requesting placement of items on draft agenda.* For a regular meeting, a request to have an item of business placed on the draft agenda must be received by the town manager at least 7 days before the meeting. The town manager must place an item on the draft agenda in response to a council member's timely request.
- (3) *Supplemental information/materials.* An agenda package shall be prepared that includes, for each item of business listed on the draft agenda, as much background information on the topic as is available and feasible to provide including, but not limited to, a copy of all proposed orders, ordinances, policies, regulations, and resolutions.
- (4) *Delivery to council members.* Each Council member shall receive a hard or electronic copy of the draft agenda and the agenda package.
- (5) *Public inspection.* The draft agenda and agenda package shall be available to the public when the documents are ready to be, or have been, circulated to council.

(b) **Adoption of the Agenda.** As its first order of business at each meeting, the council shall review the draft agenda, make whatever revisions it deems appropriate, and adopt a formal agenda for the meeting. Both before and after it adopts the agenda, the council may add or subtract agenda items by majority vote of the members present and voting, except that: (1) the council may not add to the items stated in the notice of a special meeting unless the requirements in [Rule 10\(d\)](#) are satisfied, and (2) only business connected with an emergency may be considered at an emergency meeting. The council may designate an agenda item for "*discussion and possible action*". This designation signifies that the council intends to discuss the item and may, if it so chooses, take action on the item following the discussion.

(c) **Consent Agenda.** The council may designate part of an agenda for a regular meeting as the *consent agenda*. Items may be placed on the consent agenda by the town manager if the items are judged to be noncontroversial and routine. Prior to the council's adoption of the meeting agenda under subparagraph (b) of this rule, the request of any member to have an item moved from the consent agenda to the discussion and action items must be honored by the council. All items on the consent agenda must be voted on and adopted by a single motion, with the minutes reflecting the motion and vote for each item.

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- (d) **Informal Discussion of Agenda Items.** The council may informally discuss an agenda item even when no motion regarding the item is pending.

Rule 14. Acting by Reference to Agenda or Other Document

The council shall not deliberate, vote, or otherwise take action on any matter by reference to the agenda or any other document with the intention of preventing persons in attendance from understanding what action is being considered or undertaken. The council may deliberate and vote by reference to the agenda or any item on the agenda, including the consent agenda, provided copies of the agenda are available for public inspection at the meeting and are sufficiently worded to enable the public to understand what is being deliberated or acted upon.

Rule 15. Agenda Items from Members of the Public

If a member of the public wishes to request that the council include an item on its regular meeting agenda, they must submit the request to the town manager or mayor by the deadline specified in [Rule 13\(a\)\(2\)](#). The council is not obligated to place an item on the agenda merely because such a request has been received.

Rule 16. Order of Business

In preparing the agenda, the mayor shall determine the order of business, subject to Council action to adjust the agenda pursuant to [Rule 13\(b\)](#).

Without objection, the mayor may call agenda items in any order most convenient for the dispatch of business.

PART VII. ROLE OF THE PRESIDING OFFICER

Rule 17. The Mayor

When present, the mayor shall preside at meetings of the council. The mayor votes on the same basis as other council members, though in no event may the mayor break a tie on a motion on which he or she has already voted. A member must be recognized by the mayor in order to address the council, but recognition is not necessary for an appeal pursuant to [Motion 1](#) of Appendix A. As presiding officer, the mayor is to enforce these rules and maintain order and decorum during council meetings. To that end, the mayor may:

- (1) rule on points of parliamentary procedure, to include ruling out of order any motion clearly offered for obstructive or dilatory purposes;
- (2) determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and entertain and rule on objections from other members on this ground;
- (3) entertain and answer questions of parliamentary procedure;
- (4) call a brief recess at any time; and
- (5) adjourn in an emergency.

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A member may appeal the decision made or answer given by the mayor under subparagraph (1), (2), or (3) in accordance with [Motion 1](#) of Appendix A.

Rule 18. The Vice Mayor

When present, the vice mayor shall preside over council meetings in the mayor's absence with all the powers specified in [Rule 17](#). Even when presiding over a council meeting, the vice mayor has the same duty as other members to vote on all questions unless they have been excused from voting on a matter in accordance with [Rule 28](#).

In the mayor's absence, the council may confer on the vice mayor any of the mayor's powers and duties. Likewise, if the mayor becomes physically or mentally unable to perform the duties of their office, the council may by unanimous vote declare the mayor incapacitated and confer any of the mayor's powers and duties on the vice mayor. When the mayor announces that he or she is no longer incapacitated, and a majority of the council concurs, the mayor shall resume the exercise of their powers and duties.

Rule 19. Other Presiding Officer

If both the mayor and vice mayor are absent, the council may elect from among its members a temporary presiding officer to chair the meeting. While serving as temporary presiding officer, a member has the powers listed in [Rule 17](#). Service as a temporary presiding officer does not relieve the member of the duty to vote on all questions unless excused from voting pursuant to [Rule 28](#).

Rule 20. When the Presiding Officer Is Active in Debate

If the mayor becomes active in debate on a particular proposal, they may have the vice mayor preside during the council's consideration of the matter. If the vice mayor is absent or is also actively debating the matter, the mayor may designate another member to preside until the matter is concluded. Similarly, if the vice mayor or a temporary presiding officer is presiding and takes an active part in debating a topic, they may designate another council member to preside temporarily.

PART VIII. MOTIONS AND VOTING

Rule 21. Action by the Council

Except as otherwise provided in these rules, the council shall act by motion. Any member, including the mayor, may make a motion.

Rule 22. Second Not Required

No second is required on any motion, but is not out of order if provided.

Rule 23. One Motion at a Time

A member may make only one motion at a time.

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Rule 24. Withdrawal of Motion

The member who introduces a motion may withdraw the motion unless the motion has been amended or the presiding officer has put the motion to a vote.

Rule 25. Debate

The presiding officer shall state the motion and then open the floor to debate, presiding over the debate according to the following general principles:

- The maker of the motion is entitled to speak first;
- A member who has not spoken on the issue shall be recognized before someone who has already spoken;
- To the extent possible, the debate shall alternate between proponent and opponents of the measure.

Rule 26. Adoption by Majority Vote

If a quorum, as defined by [Rule 2](#), is present, a motion is adopted if supported by a simple majority of the votes cast, except when a larger majority is required by these rules or North Carolina. A simple majority is more than half.

All votes of members of Council participating remotely in accordance with [Rule 3 \(a\) or \(b\)](#) shall be counted as if the member were physically present in the place of the official meeting, unless otherwise prohibited by law.

Rule 27. Changing a Vote

A member may change their vote on a motion at any time before the presiding officer announces whether the motion has passed or failed. Once the presiding officer announces the result, a member may not change their vote without the unanimous consent of the remaining members present. A member's request for unanimous consent to change a vote is not in order unless made immediately following the presiding officer's announcement of the result.

Rule 28. Duty to Vote

- (a) Duty to Vote.** The mayor and every council member must vote except when excused from voting as provided by this rule.
- (b) Grounds for Excusal.** A member may be excused from voting on a matter involving the member's own financial interest or official conduct, though not if the proposal in question one to alter the compensation or allowances paid to council members. Members may also be excused from voting when prohibited from voting under G.S. § 14-234 (contract providing benefit to member), G.S. § 160D-109(a) (legislative zoning decision likely to have a direct, substantial, and readily identifiable financial impact on member; zoning decision where member is the landowner of the subject property

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or has a close familial, business, or other associational relationship with the landowner), or G.S. § 160D-109(d) (member's participation in quasi-judicial decision would violate affected person's right to an impartial decision maker). Questions about whether a basis for excusal exists should be directed to the town attorney.

(c) **Procedure for Excusal.**

(1) *At member's request.* Upon being recognized at a duly called meeting of the council, a member who wishes to be excused from voting shall so inform the presiding officer, who must then submit the matter to a vote of the remaining members present. If a majority of the remaining members present vote to excuse the member, the member is excused from voting on the matter.

(2) *On council's initiative.* Even when a member has not asked to be excused from voting on a matter, a majority of the remaining council members present may be motion and vote excuse the member from voting if grounds for doing so exist under paragraph (b).

(d) **Consequence of Non-Excused Failure to Vote.** Except as specified in paragraph (e), if a member who has not been excused from voting fails to vote on a matter, the member's failure to vote shall be recorded as an affirmative vote, provided: (1) the member is physically present in the council chamber, or (2) the member has physically withdrawn from the meeting without being excused by majority vote of the remaining members present.

(e) **Failure to Vote on Certain Zoning Matters.** A member's unexcused failure to vote shall not be recorded as an affirmative vote if the motion concerns a proposal to amend, supplement, or repeal a zoning ordinance. Instead, the member's unexcused failure to vote shall be recorded as an abstention.

Rule 29. Voting by Written Ballot

The council may not vote by secret ballot. The council may decide by majority vote or unanimous consent to vote on a motion by written ballot. Each member must sign their ballot, and the minutes must record how each member voted by name. The ballots must be made available for public inspection in the town clerk's office immediately following the meeting at which the vote took place and remain there until the minutes of that meeting are approved, at which time the ballots may be destroyed.

Rule 30. Substantive Motions

A substantive motion is not in order if made while another motion is pending. Once the council disposes of a substantive motion, it may not take up a motion that presents essentially the same issue at the same meeting, unless it first adopts a motion to reconsider pursuant to [Motion 14](#) of [Appendix A](#).

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Rule 31. Procedural Motions

The council may consider only those procedural motions list in the Appendix A to these rules. Unless otherwise noted, each procedural motion may be debated and amended and requires a majority of votes cast, a quorum being present, for adoption.

The procedural motions set out in the [Appendix A](#) are listed in order of priority. A procedural motion is not in order so long as another procedural motion of higher priority is pending, except that: (1) any procedural motion other than an appeal under [Motion 1](#) is subject to amendment as provided in [Motion 12](#), and (2) a motion to call the question and end debate may be made with regard to any procedural motion in accordance with [Motion 9](#).

When several procedural motions are pending, voting must begin with the procedural motion highest in priority, provided that a motion to amend or end debate on the highest priority motion must be voted on first.

For questions regarding parliamentary procedures see also [Rule 42](#) and consult the town attorney.

Rule 32. Ratification of Actions

To the extent permitted by law, the council may ratify actions taken on its behalf but without its prior approval. A motion to ratify is a substantive motion.

PART IX. ORDINANCES AND CONTRACTS

Rule 33. Introduction of Ordinances

For purposes of these rules, the “date of introduction” for a proposed ordinance is the date at which the council first votes on the proposed ordinance’s subject matter. The council votes on the subject matter of a proposed ordinance when it votes on whether to adopt or make changes to the proposed ordinance.

Rule 34. Adoption, Amendment, and Repeal of Ordinances

(a) Adoption of Ordinances.

- (1) *Proposed ordinances to be in writing.* No proposed ordinance shall be adopted unless it has been reduced to writing and distributed to members before a vote on adoption is taken.
- (2) *Adoption on date of introduction.* To be approved on the date of introduction, a proposed ordinance or any action having the effect of an ordinance must receive affirmative votes equal to at least two-thirds of the council’s actual member, including the mayor but excluding any vacancies.
- (3) *Adoption after date of introduction.* To be approved after the date of introduction, a proposed ordinance or any action having the effect of an ordinance must receive affirmative votes equal to at least a majority of all council members, including the mayor, not excused from voting on the matter.

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- (b) **Amendments to Ordinances.** Any amendment to a proposed ordinance shall be reduced to writing before the vote on the amendment.
- (c) **Amendment and Repeal of Ordinances.** The same voting requirements that govern the adoption of proposed ordinances also apply to the amendment or repeal of an ordinance.

Rule 35. Adoption of the Budget Ordinance

Notwithstanding the provisions of the Town charter, general law, or local act:

- (a) Any action with respect to the adoption or amendment of the budget ordinance may be taken at any regular or special meeting of the council by a simple majority of those present and voting, a quorum being present;
- (b) No action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedural requirement governing the adoption of ordinances or resolutions by the council; and
- (c) The adoption and amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the provisions of any Town charter or local act concerning initiative or referendum.

During the period beginning with the submission of the budget to the council and ending with the adoption of the budget ordinance, the council may hold any special meetings that may be necessary to complete its work on the budget ordinance. Except for the notice requirements of the open meetings law, which continue to apply, no provision of law concerning the call of special meetings applies during that period so long as: (a) each member of the board has actual notice of each special meeting called for the purpose of considering the budget, and (b) no business other than consideration of the budget is taken up.

This rule shall not be construed to authorize the council to hold closed sessions on any basis other than the grounds set out in [Rule 5](#).

Rule 36. Approval of Contracts and Authorization of Expenditures

No contract shall be approved or ratified by the town council unless it has been reduced to writing at the time of the council's vote. To be approved or ratified, a contract must receive affirmative votes equal to at least a majority of all council members, including the mayor, not excused from voting on the contract. The same vote necessary to approve or ratify a contract is required for the council to authorize the expenditure of public funds, except when the expenditure is authorized pursuant to a duly adopted budget ordinance (see [Rule 35](#)).

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PART X. PUBLIC HEARINGS AND COMMENT PERIODS

Rule 37. Public Hearings

- (a) **Calling Public Hearings.** In addition to holding public hearing required by law, the council may hold any public hearings it deems advisable. The council may schedule hearings by majority vote of council.
- (b) **Public Hearing Locations.** Public hearing may be held anywhere within the town or within Buncombe County.
- (a) **Rules for Public Hearings.** The council hereby adopts the rules for public hearings that are set out in [Appendix B](#). These rules are deemed reasonable and, among other things:
 - (1) fix the maximum time allotted to each speaker;
 - (2) provide for the designation of spokespersons for groups of persons supporting or opposing the same positions; and
 - (3) provide for the maintenance of order and decorum in the conduct of the hearing.
- (c) **Notice of Public Hearings.** Any public hearing at which a majority of the council is present shall be considered part of a regular or special meeting. Consequently, the relevant and related requirements of the open meetings law (as set out in [Rule 9](#), [Rule 10](#), [Rule 11](#), and [Rule 12](#)), apply to such hearings. Some statutes mandate additional notice for particular types of hearings, and such notice must be provided together with notice of the meeting during which the hearing will take place.
- (d) **Continuing Public Hearings.** The council may continue any public hearing without further advertisement to a time and place certain, provided the time (including the date, if the hearing will resume on a different day) and place of the continued hearing are announced in open session. Except for hearings conducted pursuant to paragraph (g), if a quorum of the council is not present for a properly scheduled public hearing, the hearing must be continued until the council's next regular meeting without further advertisement.
- (e) **Conduct of Public Hearings.** At the time appointed for the hearing, the mayor shall call the hearing to order and proceed to allow public input in accordance with the rules adopted by the council for public hearings [see [Appendix B](#)]. Unless the council extends the hearing, when the time allotted for the hearing expires, or when no one wishes to speak who has not done so, the mayor shall declare the hearing closed and the council shall resume the regular order of business.
- (f) **Public Hearings by Less Than a Majority of Council Members.** Nothing in this rule prevents the council from appointing a member or members to hold a public hearing on the council's behalf, except when state law requires that the council itself hold the hearing.

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Rule 38. Public Comment Periods

- (a) **Frequency of Public Comment Periods.** The council must provide at least one opportunity for public comment each month at a regular meeting, except that the council need not offer a public comment period during any month in which it does not hold a regular meeting. During any meeting the council, in its discretion, may allow public comment on certain agenda items during the course of the meeting, but the rules for public comment shall apply. The council in its discretion may also allow public comment from individuals joining the meeting remotely and the rules for public comment shall also apply to those comments.
- (b) **Rules for Public Comment Periods.** The council hereby adopts the rules for public comment period that are set out in [Appendix B](#), which are deemed reasonable and, among other things:
 - (1) fix the maximum time allotted to each speaker;
 - (2) provide for the designation of spokespersons for groups of persons supporting or opposing the same positions; and
 - (3) provide for the maintenance of order and decorum in the conduct of the hearing.
- (c) **Content-Based Restrictions Generally Prohibited.** The council may not restrict speakers based on subject matter, as long as their comments pertain to subjects within the council's real or apparent jurisdiction.

PART XI. APPOINTMENTS AND APPOINTED BODIES

Rule 39. Appointments

- (a) **Consideration and Appointment in Open Session.** The council must consider and make any appointment to another body or, in the event of a vacancy on the council, to its own membership in open session. The mayor may make recommendations, motions, and nominations and vote on appointments made under this rule.
- (b) **Procedure for Appointment to Town Council.** The council shall use the following procedure to fill a vacancy or open seat on town council:
 - a. *Public Notification of Vacancy.* The council shall in a regular council meeting provide notice that there is or will be a vacancy occurring on town council and shall, at that meeting, establish any procedures and deadlines relative to receiving applications and filling such vacancy. After such meeting, a notice with any established procedures and deadlines for application submittals, shall also be posted on the town's website and principal bulletin board.
 - b. *Application Submittal.* Anyone wishing to be considered for appointment to fill a vacancy on town council shall submit an application using the form provided for

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that purpose and any supplemental or supporting materials requested or deemed advisable for full consideration. Application deadlines may be established by council. All applications received by the submittal deadline shall be provided to all council members in advance of any council meeting at which action on such appointments is expected to be taken.

- c. *Mayor or Nominating Committee Recommendation.* The mayor may make recommendations as to individuals that council might wish to consider to fill any open seat on council. If a nominating committee has been appointed by council, it shall be called upon to make its report and recommendations.
 - d. *Action by Council.* Appointments shall not be made at the same meeting at which the public is first notified of the vacancy. Appointments shall be made by motion with a member making a motion that the council appoint an individual and, following debate, the council voting on the motion. If the motion passes, the seat is filled. If it fails, the floor is then open to a new motion.
- (c) **Procedure for Appointment to Boards and Committees.** The council shall use the following procedure to fill a vacancy or open seat on any board, committee, or other body to which it has the power of appointment, except for a vacancy on town council (see subparagraph (b) above):
- a. *Application Submittal.* Anyone wishing to be considered for appointment to any board, committee or other body shall submit an application using the form provided for that purpose and any supplemental or supporting materials requested or deemed advisable for full consideration.
 - b. *Mayor Recommendation.* The mayor may make recommendations as to individuals that council might wish to consider to fill any open seat on any board, committee, or other body. Applications for all individuals that the mayor is recommending for appointment shall be provided to all council members in advance of any council meeting at which action on such appointments is expected to be taken.
 - c. *Action by Council.* Appointments shall be made by motion with a member making a motion that the council appoint an individual and, following debate, the council voting on the motion. If the motion passes, the seat is filled. If it fails, the floor is then open to a new motion.

Rule 40. Committees and Boards

- (a) **Establishment and Appointment.** The council may establish temporary and standing committees, boards, and other bodies to help carry on the work of town government. Unless otherwise provided by law or by council, the power of appointment to such bodies lies with the council.

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- (b) **Open Meetings Law.** The requirements of the open meetings law shall apply whenever a majority of an appointed body's members gather in person or simultaneously by electronic means to discuss or conduct official business. They do not apply to meetings solely among the town's professional staff.
- (c) **Procedural Rules.** The council may prescribe the procedures by which the town's appointed boards operate, subject to any statutory provisions applicable to particular bodies. In the absence of rules adopted by the council, an appointed body may promulgate its own procedural rules, so long as they are in keeping with any relevant statutory provisions and generally accepted principles of parliamentary procedure.

PART XII. MISCELLANEOUS

Rule 41. Amendment of the Rules

These rules may be amended at any regular meeting or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting, so long as the amendment is consistent with the town charter, general law, and generally accepted principles of parliamentary procedure. To be adopted, a motion to amend these rules must be approved by a majority of the council's members, including the mayor and excluding any vacant seats.

Rule 42. Reference to Robert's Rules of Order Newly Revised

The council shall refer to *Robert's Rules of Order Newly Revised* (RRONR) for guidance when confronted with a procedural issue not covered by these rules or state law and may consult with the town attorney. Having consulted RRONR and the town attorney, the mayor shall make a ruling on the issues subject to appeal to the council under [Motion 1](#) of the Appendix.

These **RULES OF PROCEDURES FOR THE WEAVERVILLE TOWN COUNCIL** are hereby **ADOPTED** by a vote of ___ in favor and ___ against, this the ___ day of _____, 2022.

PATRICK FITZSIMMONS, Mayor

JAMES ELLER, Town Clerk

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Appendix A – Procedural Motions

The following procedural motions are listed in order of highest priority to lowest priority:

Motion 1. To Appeal a Procedural Ruling of the Presiding Officer. Any member may appeal the presiding officer’s ruling on whether a motion is in order or on whether a speaker has violated reasonable standards of courtesy. The presiding officer’s response to a question of parliamentary procedure may also be appealed by any member. An appeal is in order immediately after the disputed ruling or parliamentary response and at no other time. The member who moves to appeal need not be recognized by the presiding officer, and if timely made, the motion may not be ruled out of order.

Motion 2. To Adjourn. This motion may be used to close a meeting. It is not in order if the council is in closed session

Motion 3. To Recess to a Time and Place Certain. This motion may be used to call a recessed meeting as permitted under [Rule 12](#). The motion must state the time (including the date, if the meeting will reconvene on a different date) and place at which the meeting will resume. The motion is not in order if the council is in closed session.

Motion 4. To Take a Brief Recess. This motion allows the council to pause a meeting for a few minutes. It should not be confused with a motion to recess to a time and place certain under [Motion 3](#). In contrast to *Roberts Rules of Order Newly Revised* (RONR), these rules allow debate on a motion to take a brief recess. If debate on the motion becomes prolonged, the mayor may render both the motion and the debate superfluous by unilaterally recessing the meeting for a short time pursuant to [Rule 17](#).

Motion 5. Call to Follow the Agenda. This motion must be made at the first reasonable opportunity, or the right to make it is waived for the out-of-order item in question.

Motion 6. To Suspend the Rules. To be adopted, a motion to suspend the rules must receive affirmative votes equal to at least two-thirds of the council’s actual membership, including the mayor but excluding any vacant seats. The council may not suspend provisions in these rules that are required under state law.

Motion 7. To Divide a Complex Motion. This motion is in order whenever a member wishes to consider and vote on parts of a complex motion separately. The member who makes this motion must specify how the complex motion will be divided.

Motion 8. To Defer Consideration. The council may defer its consideration of a substantive motion, and any proposed amendments thereto, to an unspecified time. A motion that has been deferred expires unless the council votes to revive it pursuant to [Motion 13](#) within 100 days of deferral. A new motion having the same effect as a deferred motion may not be introduced until the latter has expired. .

Motion 9. Motion to End Debate (Call the Previous Question). If adopted, this motion terminates debate on any motion, thereby bringing it to an immediate vote. This motion is

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not in order until every member has had an opportunity to speak once on the pending motion. Under these rules the words “I call the question” amount to a motion to end debate on a pending matter.

Motion 10. To Postpone to a Certain Time. This motion may be employed to delay the council’s consideration of a substantive motion, and any proposed amendments thereto, until a designated day, meeting, or hour. During the period of postponement, the council may not take up a new motion raising essentially the same issue without first suspending the rules pursuant to [Motion 6](#).

Motion 11. To Refer a Motion to a Committee. The council may vote to refer a substantive motion to a committee for study and recommendations. While the substantive motion is pending before the committee, the council may not take up a new motion raising essentially the same issue without first suspending the rules pursuant to [Motion 6](#). If the committee fails to report on the motion within 60 days of the referral date, the council must take up the motion if asked to do so by the member for introduced it.

Motion 12. To Amend.

(a) **Germaneness.** A motion to amend must concern the same subject matter as the motion it seeks to alter.

(b) **Limit on Number of Motions to Amend.** When a motion to amend is under consideration a motion to amend the amendment may be made; however, no more than one motion to amend (primary amendment) and one motion to amend the amendment (secondary amendment) may be pending at the same time. Such amendments are voted on in reverse order; that is, the secondary amendment is vote on first.

(c) **Amendments to Ordinances.** Any amendment to a proposed ordinance shall be reduced to writing before the vote on the amendment.

Motion 13. To Revive Consideration. The council may vote to revive consideration of any substantive motion that has been deferred pursuant to [Motion 8](#), provided it does so within 100 days of its vote to defer consideration.

Motion 14. To Reconsider. The council may vote to reconsider its action on a matter, provided the motion to reconsider is made (a) at the same meeting during which the action to be reconsidered was taken and (b) by a member who voted with the prevailing side. For purposes of this motion, “the same meeting” including any continuation of a meeting through a motion to recess to a certain time and place [[Motion 3](#)]. The motion is not in order if it interrupts the council’s deliberation on a pending matter, but is in order at any time before final adjournment of the meeting.

Motion 15. To Rescind or Repeal. The council may vote to rescind an action taken or to repeal items that it has previously adopted at a prior meeting, providing rescission or repeal of the action is not forbidden by law.

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Motion 16. To Prevent Reintroduction for Six Months. This motion may be used to prevent the reintroduction of a failed substantive motion for a time, but it is in order only when made immediately following the substantive motion's defeat. To be adopted, this motion must receive votes equal to two-thirds of the council's actual membership, including the mayor but excluding vacant seats. If this motion is adopted, the ban on reintroduction remain in effect for six months or until the council's next organizational meeting, whichever occurs first.

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Appendix B – Rules for Public Comment and Public Hearings

A general public comment period is provided at the regular meeting of the Weaverville Town Council which is held on the 4th Monday at 6:00 pm in the Council Chambers and Community Room at Town Hall, 30 South Main Street, Weaverville (subject to adjustments reflected in council's adopted regular meeting schedule). Public hearings are scheduled by action of Town Council.

It should be noted that all meetings of the Town Council are recorded and available for public viewing and listening and most are streamed live via Zoom.

The following rules of decorum and procedures are expected of all speakers during public comment and public hearings that occur before the Weaverville Town Council in order to ensure meetings are conducted in a civil and orderly manner:

1. Persons who wish to speak must sign up on the appropriate sign-up sheet located at the podium inside the meeting room.
2. The mayor, or other presiding officer, or a majority of the council, may allow comments from citizens joining a meeting remotely.
3. The Council will allocate up to 20 minutes during each of its regular monthly meetings to hear general public comments.
4. Each public hearing that is scheduled is generally limited to 20 minutes, but may be extended.
5. The mayor, or other presiding officer, reserves the right to adjust the time limitation for individual speakers or the overall time period as necessary for the efficient and effective conduct of business, and to allow the presentation of multiple viewpoints.
6. Each speaker is allocated up to three (3) minutes to speak.
7. Speaker substitutions at the meeting are not allowed and citizens may not yield their comments to another speaker present.
8. It is recommended that groups or delegations of three (3) or more select a spokesperson in advance of the meeting. If three (3) or more members of a group are present and identified, the group's spokesperson shall be allocated up to 10 minutes.
9. A speaker may not share or relinquish any remaining time they have not used to another speaker.
10. Speakers are only allowed to speak once during the public comment period.
11. Speakers must be recognized by the mayor, or other presiding officer, before speaking. The mayor will recognize speakers in the order of which they signed up.
12. Speakers must make their comments from the podium and not from the audience.

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13. Once at the podium and before making their comments, a speaker must state their name and address. If serving as a spokesperson, the speaker must identify the group they are speaking on behalf of and the members present that they represent.
14. Speakers who have prepared remarks or supporting documents are encouraged to leave a copy of such remarks or documents with the town clerk. Written materials will be provided to town council but will not be made part of the minutes of the meeting.
15. Speakers shall refrain from personal attacks and/or threats directed towards town staff, elected officials, or members of the public.
16. Speakers shall be civil and courteous in their language and presentation. Insults, profanity, vulgar language or gestures, or other inappropriate behavior are not allowed.
17. Speakers should limit their comments to matters that are germane to, or within the Town's jurisdiction or apparent jurisdiction. Comments during public hearings are limited to the subject matter of the hearing.
18. Campaigning for political office shall be disallowed by the presiding officer.
19. Comments are to be directed to the entire council and not to individuals or to members of the audience.
20. The audience must maintain order and decorum in their conduct. Comments, applause, questions, jeering, or other interruptions from the audience are not allowed. Speakers shall, likewise, not address or respond to members of the audience.
21. Speakers should not expect the council to comment on or respond to their comments directly during the meeting. The mayor, or other presiding officer, may, however, request that the town manager or other town staff follow up with the speaker after the meeting or provide additional information to the council or speaker at a later time.
22. Speakers may not use the audio-visual equipment located in the meeting room or otherwise make audio-visual presentations. Other visual aids, including but not limited to signs, banners, flags, and other props are not allowed.
23. The mayor, or other presiding officer, has the authority to enforce these rules.
24. The mayor, or other presiding officer, or a majority of the council may suspend the rules at their discretion.
25. Failure to obey these rules may result in forfeiture of the remaining speaking time, removal from the meeting, and possible criminal charges.
26. Speakers and members of the audience should note the following legal provision:

N.C.G.S. § 143-318.17 – Disruptions of official meetings. *A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.*

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Code Amendment – Animal Control Appeals Board
PRESENTER: Town Attorney
ATTACHMENTS: Town Code § 4-86
Proposed Code Amendment

DESCRIPTION/SUMMARY OF REQUEST:

The Town is required to have an Animal Control Appeals Board in order to serve in a quasi-judicial capacity to hear and decide appeals concerning decisions made by the animal control officer concerning dogs, in particular dangerous dog determinations and decisions. Town Code § 4-86 establishes a 3-member board that is appointed by Town Council and those board appointments are typically made by Town Council in October each year.

The Animal Control Appeals Board is only rarely called into action. This is fortunate in that it indicates that the Town does not often have dangerous dog incidents; however, the fact that the board seldom meets also has the effect of making it hard to find people willing to serve in this capacity. There is also a substantial amount of training that should occur with any board that sits as a quasi-judicial body.

The Mayor recommends that Town Council consider designating the Town’s Board of Adjustment to hear and decide these appeals. The Board of Adjustment is used to performing a quasi-judicial role and, by consensus achieved on October 10, 2022, has indicated a willingness to take on these additional duties.

If Town Council is comfortable with designating the Board of Adjustment as the Animal Control Appeals Board, the attached Code amendment is recommended to make this legislative change.

TOWN COUNCIL ACTION REQUESTED:

Town Council discussion and possible action to adopt the proposed Code amendments or direction to staff.

Sec. 4-86. Animal control appeals board.

- (a) There is hereby created an animal control appeals board which shall consist of three representatives appointed by the mayor and approved by the town council. One member shall be appointed for an initial term of three years, one member shall be appointed for an initial term of two years, one member shall be appointed for an initial term of one year, and all members shall thereafter be appointed for terms of three years. The board members shall elect a chair from amongst the members. Appeals shall be heard by all three members of the board whenever all three can be present, but two members shall constitute a quorum to hear appeals in the event that all three are not able to be present. The members shall be expected to disclose any prior personal involvement they have had with the case or other conflicts of interest, and recuse themselves accordingly. The board shall have jurisdiction to hear and determine all appeals from determinations made by the animal control officer in accordance with this article, excluding matters referred to criminal prosecution or civil actions for injunctive relief.
- (b) Upon determination made by the animal control officer from whom an appeal is authorized in this article, the owner/custodian or any other aggrieved person may appeal the determination by filing written objection with the animal control appeals board within three calendar days of receipt of the written determination. Upon timely receipt of an appeal, the appeals board shall hold a hearing within ten business days of the filing of the appeal, unless a different hearing date is consented to in writing by the appellant. Any party has the right to have counsel present before the appeals board, to examine and cross-examine witnesses and to have witnesses' testimony be sworn. Any appeal from the final decision of the appeals board shall be taken to Superior Court of Buncombe County by filing notice of appeal and a petition for review within ten calendar days of written receipt of the final decision of the appeals board. Appeals from the rulings of the appeals board shall be heard de novo before a superior court judge presiding in Buncombe County.

(Ord. of 6-18-2013, § 1)

**ORDINANCE AMENDING WEAVERVILLE TOWN CODE
CHAPTER 4 CONCERNING THE ANIMAL CONTROL APPEALS BOARD**

WHEREAS, Town Code § 4-86 establishes an animal control appeals board that has the authority and responsibility to hear and determine all appeals from determinations made by the animal control officer concerning dogs, and in particular determinations and decisions regarding dangerous dogs;

WHEREAS, it is important that such appeals be handled by a board that is familiar with conducting quasi-judicial proceedings and hearing appeals;

WHEREAS, since the Town’s Board of Adjustment has the necessary training and experience to hold quasi-judicial proceedings and routinely serves in a quasi-judicial capacity and various matters, including appeals of administrative decisions, it is the desire of Town Council that the Town’s Board of Adjustment serve as the Town’s animal control appeals board; and

WHEREAS, Town Council now wishes to amend Town Code § 4-86 in order to designate its Board of Adjustment as the animal control appeals board within the Town of Weaverville;

NOW, THEREFORE, BE IT ORDAINED by Town Council of the Town of Weaverville, North Carolina, as follows:

1. Town Code § 4-86 is hereby amended as follows with added language being shown as underlined and deleted language shown with strike-throughs:

Sec. 4-86. Animal control appeals board.

- (a) ~~There is hereby created an animal control appeals board which shall consist of three representatives appointed by the mayor and approved by the town council. One member shall be appointed for an initial term of three years, one member shall be appointed for an initial term of two years, one member shall be appointed for an initial term of one year, and all members shall thereafter be appointed for terms of three years. The board members shall elect a chair from amongst the members. Appeals shall be heard by all three members of the board whenever all three can be present, but two members shall constitute a quorum to hear appeals in the event that all three are not able to be present. The town’s board of adjustment shall serve as the animal control appeals board, with the board’s normal rules regarding quorum being applicable.~~ The members shall be expected to disclose any prior personal involvement they have had with the case or other conflicts of interest, and recuse themselves accordingly. The board of adjustment shall have jurisdiction to hear and determine all appeals from determinations made by the animal control officer in accordance with this article, excluding matters referred to criminal prosecution or civil actions for injunctive relief.
- (b) Upon determination made by the animal control officer from whom an appeal is authorized in this article, the owner/custodian or any other aggrieved person may appeal the determination by filing written objection with the animal control appeals board within three calendar days of receipt of the written determination. Upon timely receipt of an appeal, the appeals board shall hold a hearing within ten business days of the filing of the appeal, unless a different hearing date is

consented to in writing by the appellant. Any party has the right to have counsel present before the appeals board, to examine and cross-examine witnesses and to have witnesses' testimony be sworn. Any appeal from the final decision of the appeals board shall be taken to Superior Court of Buncombe County by filing notice of appeal and a petition for review within ten calendar days of written receipt of the final decision of the appeals board. Appeals from the rulings of the appeals board shall be heard de novo before a superior court judge presiding in Buncombe County.

2. It is the intention of Town Council that the sections and paragraphs of this Ordinance are severable and if any section or paragraph of this Ordinance shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining paragraphs or sections of this Ordinance, since they would have been enacted by Town Council without the incorporation in this Ordinance of any such unconstitutional or invalid section or paragraph.
3. These amendments shall be effective immediately upon adoption and immediately codified.

ADOPTED THIS the ____ day of _____, 2022, by a vote of ___ in favor and ___ against.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

APPROVED AS TO FORM:

JAMES ELLER, Town Clerk

JENNIFER O. JACKSON, Town Attorney

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Board Appointments
PRESENTER: Mayor Fitzsimmons
ATTACHMENTS: Proposed Rosters

DESCRIPTION/SUMMARY OF REQUEST:

There are alternate seat vacancies on both the Planning Board and Board of Adjustment that are due to be filled by Town Council. Mayor Fitzsimmons has been working on these appointments and his recommendations are shown on the attached rosters and outlined below.

Mayor Fitzsimmons proposes that Planning Board alternate seat vacancy be filled by Ryan Gagliardi and that Brent Koenig be appointed to fill the alternate seat vacancy on the Planning Board.

COUNCIL ACTION REQUESTED:

Suggested motion: *I move the approval of the following board appointments:*

Ryan Gagliardi - appointment as an alternate member of the Planning Board to serve an unexpired term that is due to expire September 2024

Brent Koenig - appointment as an alternate member of the Board of Adjustment to serve an unexpired term that is due to expire September 2025

WEAVERVILLE PLANNING BOARD

Regularly meets 1st Tuesday of the month at 6 pm in
Community Room/Council Chambers at Town Hall

NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
Bob Pace Regular Member Chair	116 Mountain Meadow Circle 919-434-6938 ncstman@gmail.com	2020	September 2022	September 2022 – 2025
Rachael Bronson Regular Member Vice Chair	31 Reynolds Lane 843-327-6709/828-229-1838 rachael.bronson@gmail.com	2019	September 2022	September 2022-2025
Mark Endries Regular Member	9 Grove Street 828-423-0035 (cell) markendries@hotmail.com	2021	March 2022	March 2022 - Sept 2024
Jane Kelley Regular Member	31 Moore Street 843-801-5100 jane.kelley2@yahoo.com	2021	November 2021	November 2021 – Sept 2023
Donna Mann Belt Regular Member	53 Highland Street 903-530-2967 (cell) donnaleemann@gmail.com	2021	September 2022	September 2022 – 2023
Maggie Schroder Alternate Member	32 Alexander Drive 919-610-7207 schrodermaggie@gmail.com	2022	September 2022	September 2022 – 2025
Ryan Gagliardi Alternate Member	21 Wildwood Avenue 919-649-3931 ryanagagliardi@gmail.com	2022	October 2022	October 2022 – Sept 2024
<i>Catherine Cordell Non-Voting Town Council Liaison</i>	13 Hamburg Drive (cell) 776-7380 ccordell@weavervillenc.org	2021	December 2021	TBD
James Eller Town Planner	828-484-7002 (direct line) jeller@weavervillenc.org			
Jennifer Jackson Town Attorney	828-442-1858 (cell) jjackson@weavervillenc.org			

Last updated October 2022

WEAVERVILLE BOARD OF ADJUSTMENT				
Regularly meets 2 nd Monday of the month at 6:00 pm (subject to cancellation) in Community Room/Council Chambers at Town Hall				
NAME AND POSITION	CONTACT INFORMATION	FIRST APPT	DATE OF APPT	TERM (3 YEARS)
John "Tyce" Lewis Chairman	14 South College Street (cell) 279-4290 tycerrenovations@gmail.com	2017	August 2020	September 2020 – 2023
Cynthia Wright Vice-Chairman	88 Hillcrest Drive (cell) 703-862-8428 wright.cindy2011@gmail.com	2014	August 2021	September 2021 – 2024
Paul Clauhs Regular Member	P.O. Box 483 74 Hamburg Drive 828-768-6679 weavervilleplumbing@hotmail.com	2011	September 2022	September 2022 – 2025
Roger Parkin Regular Member	57 Church Street 828-337-2868 rdplimey@gmail.com	2017	August 2020	September 2020 – 2023
Peter McGuire Regular Member	11 Whitetail Drive 828-230-1862 pbumcguire73@gmail.com peter@strausslaw.com	2021	August 2021	September 2021 – 2024
Larry Murray Alternate Member	7 Alexander Road 828-645-4285 flurmur104@aol.com	2021	November 2021	November 2021 – Sept 2023
Brent Koenig Alternate Member	7 Coleman Street 619-847-8528 brentkoenig@gmail.com	2022	October 2022	October 2022 – Sept 2025
James Eller, Zoning Administrator	828-484-7002 jeller@weavervillenc.org			
Jennifer Jackson Town Attorney	828-442-1858 jjackson@weavervillenc.org			



October 2022

Introduction of New Fire Chief

I will be formally introducing the Town's new Fire Chief, Scottie Harris, at this meeting.

System Development Fee Study

As Town Council may recall, funds were budgeted for a study on water system development fees. This is required before July 1, 2023 in order for the Town to charge system development fees, formerly referred to as impact fees. We have executed the contract and this study, performed by Wildan Financial Services, will be underway soon.

Update on Recreation Complex

The Public Works Department has contacted the same landscape architect who did the designs for the grounds and parking at the new community center in reference to assisting with the recreation complex on the adjoining property. The firm of Siteworks Studios has experience with pickleball and other recreational aspects of the project, and they can assist with final design, permitting, bidding, and construction inspection. We are expecting a proposal from them outlining their services by the end of October. We are planning for construction to begin in the early spring.

Veterans Day Program

The Town's Patriotic Activities Committee has planned a wonderful Veterans Day program for 11:00am on Friday, November 11. The program will be held at the Weaverville Community Center at Dottie Sherrill Knoll.

November Workshop

As a reminder, the November 15 workshop will be focused on water-related topics. The workshop begins at 6pm.

U.S. Cellular Tower

As you may recall from October 2021, Town Council considered a proposal for a perpetual easement from U.S. Cellular for the cell tower located off Quarry Road for the final amount of \$270,000 (before the Manager's negotiations, U.S. Cellular had offered \$217,000). During Town Council discussion at the October 25, 2021 meeting, Council indicated it may be amenable to the \$270,000 offered, but voted to decline the easement agreement due to the agreement terms that included the possible increase in the height of the tower and a few additional provisions. The current annual lease amount from U.S. Cellular is \$22,251 (paid at approximately \$1,850 monthly). This is coming back to Town Council for consideration because U.S. Cellular has again reached out to ascertain the Town's interest in again considering allowing them to purchase that annual leased space with the perpetual easement for the amount of \$325,770.85. They have also indicated that they would consider a long-term lease extension if the Town is not currently interested in the sale of the annual lease. I am requesting Town Council's direction as to whether Council wants me to enter into further negotiations with

U.S. Cellular in this regard, given that Council previously did not agree to the perpetual easement due to the easement conditions.

Follow-up to Question regarding Use of Solar Panels for Charging Electric Vehicles

As requested by Councilman Nagle at the September Council meeting, I have asked a local solar technology firm about the feasibility using solar panels mounted on Town-owned buildings to generate power to charge electric vehicles. I have not received a response at the time of this report but will update Town Council once I have more information.

Christmas Parade

Staff has started preparations for the Town’s annual Christmas Parade. The parade is scheduled for Saturday, December 3 at 1pm. Please let me know as soon as possible if you will be riding in the parade. If you are riding in the parade, I ask that you be responsible for lining up your vehicle and driver. If Council would like to ride together in one vehicle, staff can plan for that as well.

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Voluntary Annexation Petition –171 Monticello Road
PRESENTER: Town Attorney
ATTACHMENTS: Voluntary Annexation Petition and Data Sheet
Proposed Annexation Map and Tax Map Showing Property
Proposed Resolution

DESCRIPTION/SUMMARY OF REQUEST:

The owner of the property located at 171 Monticello Road, Betty Hollifield Roberts, has submitted a voluntary annexation petition for 10.68 acres. This property is contiguous to the primary municipal limits of the Town.

The annexation petition references an intent to develop a 168-unit multi-family apartment complex on the property consistent with a conditional district application also being submitted. Under a separate agenda item Town Council will be given an opportunity to initially consider the application and offer preliminary comments to the owner/developer and Planning Board.

COUNCIL ACTION REQUESTED:

Should Town Council wish to consider annexation of this property, the first step is to request that the Town Clerk investigate the sufficiency of the annexation petition. A resolution to that effect is attached and directs the Clerk to report on the sufficiency of the petition at an upcoming Town Council meeting.

*I move that we adopt the proposed RESOLUTION DIRECTING THE CLERK TO
INVESTIGATE THE SUFFICIENCY OF VOLUNTARY ANNEXATION PETITION 2022-2
RECEIVED FOR PROPERTY LOCATED AT 171 MONTICELLO ROAD*

**PETITION FOR VOLUNTARY ANNEXATION
 PETITION/APPLICATION
 Town of Weaverville, North Carolina**

Submittal Date: 10/13/2022
 Date Fee Paid: 10/18/2022
 Petition No: 2022-2

**STATE OF NORTH CAROLINA
 COUNTY OF BUNCOMBE**

TO THE TOWN COUNCIL OF WEAVERVILLE, NORTH CAROLINA

1. We, the undersigned owners of real property, respectfully request that the area described in Part 4 below be annexed to the Town of Weaverville, Buncombe County, North Carolina.
2. The area to be annexed is contiguous, non-contiguous (satellite) to the Town of Weaverville, North Carolina, and the boundaries are as contained in the metes and bounds description attached hereto.
3. If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. § 160A-31(f), unless otherwise stated in the annexation agreement/ordinance.
4. The property and property owner information is as follows:

Property Owner and Mailing Address	Phone Number & Email Address	Deed Reference & Property PIN	Property Owner Signature
Betty Hollifield Roberts 171 Monticello Rd Weaverville, NC 28787	(828) 273-3350 mdroberts.co@gmail.com	DB: 1245 PG: 0551 PIN: 973360350300000	<i>Betty Hollifield Roberts</i>

5. Zoning vested rights are not claimed, have been established under G.S. § 153A-344.1 or § 160A-385.1 as follows [describe and attach the order and approved site plan]:

Total Acreage to be annexed: 10.68 Acres
 Population in annexed area: 1 Dwelling
 Proposed Zoning District: Conditional Zoning
 Reason for annexation: Receive Town Services Other (please specify)

The applicant must also submit a rezoning application with the petition for voluntary annexation to establish a Weaverville zoning designation. Please contact the Planning Department at (828)484-7002 for questions. If the purpose of the petition is a connection to public water, contact Public Works Department at (828)645-0606 to confirm that public water is available to the property and the cost of that connection.

**PETITION FOR VOLUNTARY ANNEXATION
DATA SHEET**

Town of Weaverville, North Carolina

Submittal Date: 10/13/2022
Petition No. 2022-2
Annexation Area Name: Monticello Family

Petitioner: LDG Multifamily, LLC
Subject Area Acreage: NA
Current Land Use: Single Family Residential

Proposed Land Use or Development (describe): Multifamily affordable housing including a parking lot, pool and clubhouse. The buildings will have a combination of 1, 2, and 3 bedrooms residences.

Residential (single family): Number of Units: N/A Anticipated build out in N/A years
Average Sales Price: \$ N/A /dwelling unit

Residential (multi-family): Number of Units: 168 Anticipated build out in 2 years
Owned: Average Sales Price: \$ N/A /building unit
Rental: Average Rental Amt:\$ 1350 /month

Retail: Square footage: N/A Anticipated build out in N/A years
Type of tenancy: N/A

Commercial - Non-Retail: Square footage: N/A Anticipated build out in N/A years
Type of tenancy: N/A

Other: Square footage: N/A Anticipated build out in N/A years
Type of tenancy: N/A

Development Scale: Max building height of 44' 5 in.; max number of stories of 3

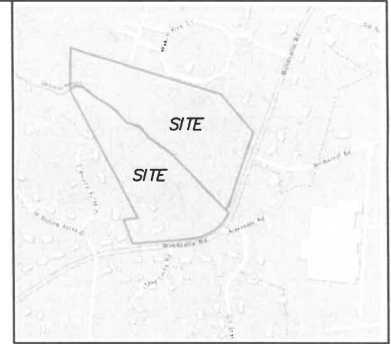
Infrastructure: Linear feet of publicly dedicated roadways proposed: NA feet
Public water proposed (describe): To be connected to the town of Weaverville.

Other Public Services Requested (describe): Sewer to be through Metropolitan Sewer District

Zoning Vested Rights Claimed (describe and attach documentation): NA

Beth Hollifield Roberts
Signature of Owner(s)

[Signature]
Perspective Owner(s)



PIN 973351573400000
BLANK, MARTIN
DB 1607 PG 174
PB 51 PG 85



PIN 973360490900000
ROBERTS, DON L
ROBERTS, ORVA L
DB 627 PG 268

PROPERTY LINE IS
CENTERLINE OF GARRISON BRANCH
FROM 'A' TO 'B'

PIN 973350893100000
YOPP, SHARON L
YOPP, EDWARD P
DB 5376 PG 1307
PB 141 PG 180
TRACT 2

PIN 973350972000000
FOUNTAIN STAR
PROPERTIES LLC
DB 6026 PG 1098
PB 34 PG 35
LOT 16

PIN 973350955700000
JOHNSON, LARS E
RIEHMAN, EILEEN PATRICIA
DB 5902 PG 453
PB 34 PG 45
LOT 17

PIN 973360042500000
MAIER, COLE
DB 5537 PG 1528
PB 34 PG 45
LOT 18

PIN 973360039300000
BRUMBAUGH, PATRICIA L
DB 5219 PG 606
PB 34 PG 45
LOT 19

PIN 973360018700000
FRENCH, MEREDITH A
DB 2665 PG 279
PB 34 PG 45
LOT 2

PORTION OF
PIN 973360350300000
ORVA LEE ROBERTS
BETTY HOLLIFIELD ROBERTS
DB 1245 PG 551
±459,652 SQ. FT.
±10,552 AC.
TOTAL AREA TO BE ANNEXED
±497,087 SQ. FT.
±10,998 AC.

POINT OF BEGINNING
OF ANNEXATION
LEGAL DESCRIPTION
CONTROL CORNER
IRON ROD SET
N 730,275.35
E 936,816.96
NAD'83 (2011)

NAD83 (2011)

GPS CERTIFICATION:

THE GRID TIE WAS DETERMINED FROM AN ACTUAL GNSS SURVEY TIE AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

CLASS OF SURVEY: A
POSITIONAL ACCURACY: 0.06
TYPE OF GPS: NC RTN
DATE OF SURVEY: 4/25/2022
DATUM: NAD83/2011
GEOID MODEL USED: NGS2012B
COMBINED FACTOR: 0.99890600
UNITS: US SURVEY FEET

LINE	BEARING	DISTANCE
L1	S 34°14'30\"/>	28.55
L2	S 45°25'43\"/>	58.40
L3	S 41°54'58\"/>	43.81
L4	S 39°28'23\"/>	99.41
L5	S 58°00'02\"/>	110.60
L6	S 75°45'02\"/>	100.00
L7	S 85°25'09\"/>	787.30
L8	N 25°30'53\"/>	37.93
L9	N 29°03'20\"/>	55.79
L10	N 56°27'53\"/>	48.00

SURVEY NOTES:

1. PREPARED FOR KIMLEY-HORN AND ASSOCIATES, INC.
2. HORIZONTAL CONTROL BASED ON NAD83 (2011) AS ESTABLISHED BY GPS.
3. MONUMENTS WERE HELD WHERE FOUND, EXCEPT AS NOTED.
4. AREA COMPUTED BY COORDINATE METHOD.

LEGEND OF SYMBOLS:

- IPF IRON PIPE FOUND
- IRP IRON ROD FOUND
- IRS IRON ROD SET
- CC COMPUTED POINT (NO MONUMENT SET)
- LINES NOT SURVEYED
- CENTERLINE OF BRANCH OR RUN (PROPERTY LINE)



SURVEYOR'S CERTIFICATION

I, CHARLES H. SMITH, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM DEEDS AND MAP REFERENCES AS SHOWN HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY EXCEEDS 1:10000; THAT THE PROPERTY LINES NOT SURVEYED ARE CLEARLY INDICATED HEREON; THAT THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL.

SEP. 30, 2022
CHARLES H. SMITH, NC PLS No. L-4196 DATE



GSC SURVEYING
4072 BARRETT DRIVE
RALEIGH, NC 27609
PHONE (919) 787-8805
NC CORPORATE LICENSE No. C-2335

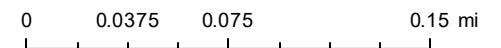
GSC PROJECT: 22017
ANNEXATION PLAT
OF PROPERTY OF
**ORVA LEE & BETTY LOU
(HOLLIFIELD) ROBERTS**
REEMS CREEK TOWNSHIP
BUNCOMBE COUNTY, NORTH CAROLINA
DATE: SEP. 30, 2022 SCALE: 1" = 80' SHEET: 1 OF 1

Buncombe County



October 18, 2022

1:4,514



Legal Description for Annexation
171 Monticello Road
Buncombe County PIN 973360350300000

Beginning at an iron rod set in the northerly right of way of Monticello Road, said point having North Carolina State Grid Coordinates of North 730,275.35 and East 936,816.96, running thence S 41°54'58" E 43.81 to a point in the centerline of Monticello Road, running thence along the centerline of Monticello Road the following four courses and distances: (1) S 39°28'23" W 99.41' to a point, (2) S 58°00'02" W 110.60' to a point, (3) S 75°45'02" W 100.00' to a point and (4) S 85°25'02" W 287.30' to a point at the southwesterly corner of this parcel; running thence northerly N 25°30'53" W 37.93' to a point in the northerly right of way of Monticello Road; running thence westerly along the northerly right of way of Monticello Road S 85°46'33" W 125.31' to an iron pipe found; running thence northerly and easterly along the lands of Orva Lee Roberts and Betty Lou Roberts (Lot 1 of Rolling Acres) N 18°06'09" W 176.62' to an iron pipe found and N 85°15'31" E 100.50' to a point; running thence northerly along the easterly lines of Lots 16 through 19 of Rolling Acres as recorded in Plat Book 34 Page 45 and Plat Book 38 Page 102, N 25°30'53" W 589.42' to an iron pipe found at the northeasterly corner of Lot 16; thence continuing northerly along the easterly line of Tract 2 of East Rolling Acres as recorded in Plat Book 141 Page 80, N 25°26'48" W 362.19' to a point; thence continuing northerly N 29°03'20" W 55.79' to an iron pipe found at the northwesterly corner of this parcel and a common corner with lands of Martin Blank and lands of Don L. Roberts and Orva L. Roberts; running thence easterly N 56°27'53" E 48.00' to a point in the centerline of Garrison Branch and the northeasterly corner of this parcel; running thence generally southerly along the centerline of Garrison Branch as it winds and turns to a point in the centerline of Garrison Branch (the survey tie line between the last two points being S 52°08'48" W 746.09'); running thence southerly along the easterly line of this parcel and the westerly line of Don L. Roberts and Orva L. Roberts S 34°14'30" E 28.58' to a point, S 45°25'43" E 58.40' to a point and S 41°54'58" E 534.19' to the point of beginning, having an area of ±497,087 square feet or ±10.998 acres.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE THE SUFFICIENCY
OF VOLUNTARY ANNEXATION PETITION 2022-2 RECEIVED FOR PROPERTY LOCATED
AT 171 MONTICELLO ROAD**

WHEREAS, a petition requesting annexation of that property located at 171 Monticello Road, Weaverville, North Carolina, and bearing Buncombe County Parcel Identification Number 9733-60-3503, was received from Betty Hollifield Roberts on October 18, 2022, by the Town of Weaverville; and

WHEREAS, N.C. Gen. Stat. § 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Weaverville deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Weaverville that the Weaverville Town Clerk is hereby directed to investigate the sufficiency of the above-reference petition and to certify to Town Council the result of his investigation;

ADOPTED THIS the 24th day of October, 2022, in a vote of ___ in favor and ___ opposed.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

JAMES ELLER, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022

SUBJECT: Initial Consideration of Conditional District –
171 Monticello Road

PRESENTER: Planning Director

ATTACHMENTS: Conditional District Application with Site Plan and Agent
Authorization; Tax Map
Summary of Approval Process for Conditional Districts
Proposed Resolution

DESCRIPTION/SUMMARY OF REQUEST:

The attached conditional district application has been received by the Town for the development of the property located at 171 Monticello Road. This application reflects a proposed project consisting of a 168-unit multi-family apartment complex on 10.68 acres.

This application is on tonight’s agenda for Town Council’s initial consideration as required by Town Code § §20-3203(e)(1). This step is intended to provide Town Council with an opportunity to express any preliminary thoughts related to the application but shall not serve as a final determination. A referral of the application to the Planning Board for a full review and recommendation is also needed.

COUNCIL ACTION REQUESTED:

It would be appropriate for Town Council to take action to refer this application to the Planning Board together with any preliminary comments. A resolution is provided for that purpose should it wish to be considered by Town Council.

I move that we adopt the proposed RESOLUTION REFERRING THE CONDITIONAL DISTRICT APPLICATION SUBMITTED FOR 171 MONTICELLO ROAD TO THE PLANNING BOARD FOR REVIEW AND RECOMMENDATION [with comments of Town Council added to paragraph 1].

CONDITIONAL DISTRICT APPLICATION

Planning and Zoning Department
30 South Main Street, P.O. Box 338, Weaverville, NC 28787
(828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org
Application Fee Based Upon Size of Property



Conditional Districts address situations in which a particular use, properly planned, may be appropriate for a specific site but, the existing zoning district of the site has insufficient standards to mitigate the site-specific impact on the surrounding area. Uses which may be considered for a Conditional District shall be established on the Table of Uses found at Sec. 20-3205. Additional information related to Conditional Districts may be found at Sec. 20-3203.

At the discretion of the Town Council, it may be required of the property owner to guarantee performance or completion of conditions included in the Conditional Zoning Plan. Such guarantee may take the form of: (1) a surety performance bond made by a company licensed and authorized in North Carolina, (2) a bond of a developer with an assignment to the Town of a certificate of deposit, (3) a bond of developer secured by an official bank check drawn in favor of the Town and deposited with the Town Clerk, (4) cash or an irrevocable letter of credit, (5) a bank escrow account whereby the developer deposits cash, a note, or a bond with a federally insured financial institution into an account payable to the Town. The amount of the guarantee shall be determined by Town Council.

OWNER/APPLICANT NAME: LDG Multifamily, LLC APPLICATION DATE: 10/17/2022

BRIEFLY DESCRIBE THE PROJECT: This project proposes 168 affordable housing units consisting of 1, 2, and 3 bedroom units as well as a pool and clubhouse.

PHONE NUMBER: (502) 649-0601 PROPERTY ADDRESS: 171 Monticello Rd
Weaverville, NC 28787

PIN: 973360350300000 DEED BOOK/PAGE: 1245/0551

LOT AREA (acres): 10.68 ZONING DISTRICT: R-3

 
SIGNATURE OF APPLICANT DATE

Application fees are due at the time of submittal. Withdrawal of an application after the public hearing has been advertised will result in the forfeiture of the application fee.

CONDITIONAL DISTRICT APPLICATION

Planning and Zoning Department
 30 South Main Street, P.O. Box 338, Weaverville, NC 28787
 (828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org
Application Fee Based Upon Size of Property



A petition for a Conditional District must include a site plan and supporting information that specifies the intended uses for property. A complete site plan shall be substantially compliant with the mapping standards found within Sec. 20-2504. Additional information may be requested by members of staff, the Planning Board or Town Council.

✓	Title block containing:														
	<table border="1"> <tr> <td>✓</td> <td>Name of owner & applicant</td> </tr> <tr> <td>✓</td> <td>Property address</td> </tr> <tr> <td>✓</td> <td>Buncombe County PIN</td> </tr> <tr> <td>✓</td> <td>Date or dates survey was conducted or plan prepared</td> </tr> <tr> <td>✓</td> <td>Scale of the drawing in feet per inch</td> </tr> <tr> <td>✓</td> <td>Deed book and page reference of the deed</td> </tr> <tr> <td>✓</td> <td>Zoning designation of property</td> </tr> </table>	✓	Name of owner & applicant	✓	Property address	✓	Buncombe County PIN	✓	Date or dates survey was conducted or plan prepared	✓	Scale of the drawing in feet per inch	✓	Deed book and page reference of the deed	✓	Zoning designation of property
✓	Name of owner & applicant														
✓	Property address														
✓	Buncombe County PIN														
✓	Date or dates survey was conducted or plan prepared														
✓	Scale of the drawing in feet per inch														
✓	Deed book and page reference of the deed														
✓	Zoning designation of property														
✓	Sketch vicinity map depicting the relationship between the proposed subdivision and the surrounding area														
✓	North Arrow and orientation														
✓	Lot area in acres and square feet														
✓	Existing topography of the site and within 300 feet of the site boundary in five (5) foot contours														
✓	Delineation of areas within the floodplain.														
✓	Names of owners of adjoining properties, Buncombe County PIN, and zoning designation														
✓	Minimum building setback lines applicable to the lot, including drainage or utility easements														
✓	Proposed number and location of signs														
✓	Exact dimensions, location, height, and exterior features of proposed buildings and structures														
NA	Photographs of buildings on properties within 200 ft. of subject property														
✓	Utility easements														
✓	Existing and proposed sanitary sewer system layout and a letter of commitment														
✓	Existing and proposed water distribution system layout and a letter of commitment														
✓	Plans for individual water supply and sewerage/septic disposal system, if any														
✓	A statement as to whether or not natural gas, telephone, electric, and cable lines are to be installed, and whether they will be above or below ground														
✓	Exact dimension and location of all traffic, parking, and circulation plans showing the proposed location and arrangement of parking spaces.														
✓	Existing and proposed roads, driveways, ingress/egress, easements, and rights-of-way both private and public.														
✓	Existing and proposed encroachments into setbacks, rights-of-way, and/or easements, if any														
✓	Proposed phasing, if any, and expected completion date of the project.														

Upon reviewing the application, site plan, and supporting documents, the Planning and Zoning Board will issue statement of reasonableness of the proposed Conditional District.

Before a public hearing may be held by the Town Council, the petitioner must file in the Office of the Town Clerk, a written report of at least one community meeting held by the petitioner. The report shall include a list of those persons and organization notified of the meeting detailing the method and date of contact' the date, time, and location of the meeting; a roster of persons in attendance, a summary of issues discussed, and a description of any changes to the petition as a result of the meeting. In the event the petitioner has not held at least one meeting, the petitioner shall file a report documenting efforts that were made and the reasons such a meeting was not held.

**TOWN OF WEAVERVILLE
AGENT AUTHORIZATION FOR LAND USE DEVELOPMENT
PETITION/APPLICATION AND APPROVAL**

PROPERTY LEGAL DESCRIPTION:

PARCEL ID: 973360350300000
STREET ADDRESS: 171 Monticello Road, Weaverville NC

PROPERTY OWNER: Betty Hollifield Roberts
(complete Certificate of Authority if a corporation or LLC)

PROPERTY OWNER: N/A

PROPERTY OWNER CONTACT INFORMATION:

EMAIL ADDRESS: mdroberts.co@gmail.com
PHONE NUMBER: (828) 273-3350
MAILING ADDRESS: 171 Monticello Road, Weaverville NC

PERMIT SOUGHT/APPLICATION TO BE SUBMITTED: Voluntary Annexation Petition and Initial Zoning Request

NAME OF INDIVIDUAL AGENT: Landon Cox
NAME OF CONTRACTOR/CONSULTING FIRM: LDG Multifamily, LLC

AGENT CONTACT INFORMATION:

EMAIL ADDRESS: lcox@ldgdevelopment.com
PHONE NUMBER: 502-649-0601
MAILING ADDRESS: 1469 S 4th Street, Louisville KY 40208

We, the undersigned property owner(s) of the above noted property, do hereby authorize the individual or company listed above as the property owner's agent to act on his/her/their behalf and to take all actions necessary for the processing, issuance, and acceptance of the above-referenced permit or application. We hereby certify the above information submitted in this application is true and accurate to the best of our knowledge.

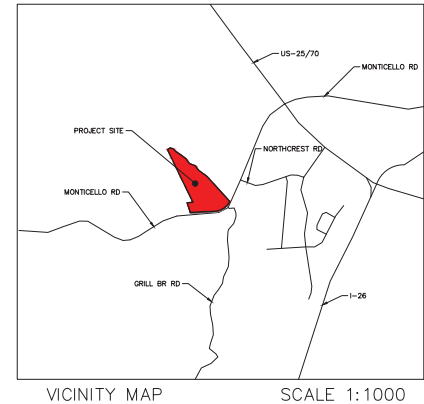
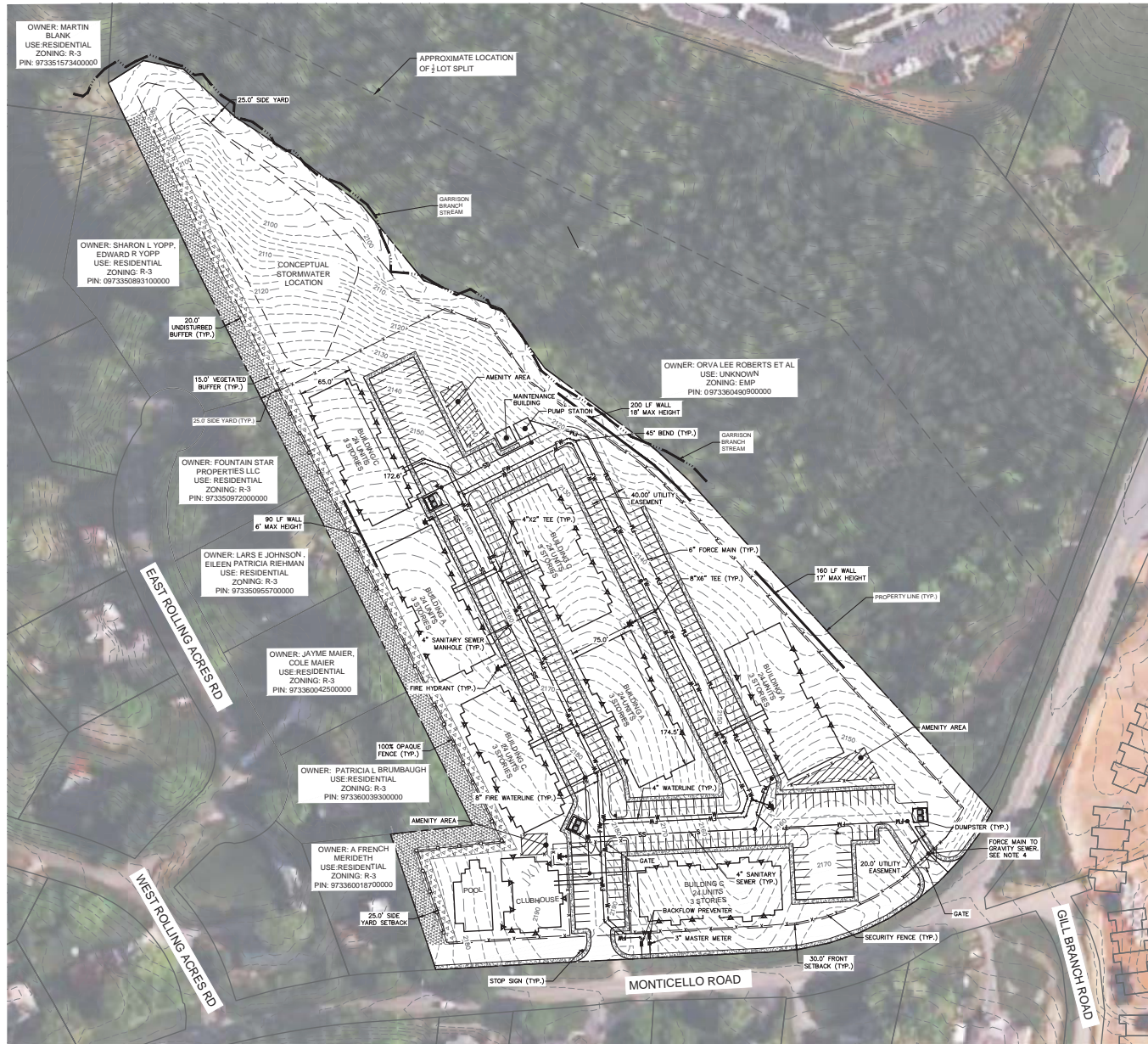
Betty Hollifield Roberts
Property Owner Signature

Property Owner Signature

Date: 9-28-22

Date: _____

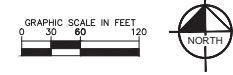
Prepared by: [Firm Name], 251177 Monticello Rd., Lenoir, NC 28752, 252-333-2222. All work is subject to the terms and conditions of the contract. The information on this drawing is based on the information provided by the owner and is not to be used for any other purpose. The information on this drawing is not to be used for any other purpose. The information on this drawing is not to be used for any other purpose.



SITE LEGEND	
---	PROPERTY / RIGHT-OF-WAY LINE
---	SETBACK LINE
---	STORMWATER CONTROL MEASURE LINE
---	PROPOSED WALL
---	STREAM
---	100% OPAQUE FENCE
---	SECURITY FENCE
---	WATERLINE
---	FIRE WATERLINE
---	SANITARY SEWER LINE
---	FORCE MAIN
---	STOP SIGN

- NOTES**
1. PARCEL DATA TAKEN FROM NC ONEMAP PIN 1-12-2022.
 2. ENVIRONMENTAL FEATURES ARE TAKEN FROM SULLY/COMBE COUNTY GIS.
 3. TELECOM AND ELECTRIC TO BE INSTALLED AS PART OF THE DEVELOPMENT.
 4. OFF-SITE GRAVITY SEWER MAIN EXTENSION TO CONNECT TO MH45110147.

SITE DATA TABLE	
DEVELOPMENT NAME	MONTICELLO FAMILY
DEVELOPER	LDG MULTIFAMILY, LLC
PROPERTY ADDRESS	171 MONTICELLO RD WEAVERVILLE, NC 28787
PIN	97336030300000
DEED BOOK AND PAGE	1245, 0551
CURRENT ZONING	R-3
PROPOSED ZONING	CONDITIONAL ZONING
OVERLAY DISTRICTS	NONE
TIER	SUBURBAN
CURRENT USE	SINGLE-FAMILY RESIDENTIAL
PROPOSED USE	168 MULTIFAMILY APARTMENT UNITS AND ASSOCIATED AMENITY SPACE
PROPOSED DENSITY	168 UNITS/10.68 ACRES = 15.73 UNITS PER ACRE
PROJECT BOUNDARY BUFFERS	MONTICELLO ROAD: 30' STREET YARD NORTH: 25' SIDE YARD SETBACK EAST: 25' SIDE YARD SETBACK WEST: 25' SIDE YARD SETBACK SOUTH: 25' UNDISTURBED BUFFER, 35' LANDSCAPE BUFFER
BUILDING HEIGHT	44'-4.5' X 4'
EXISTING PARCEL AREA	810.68 ACRES 465,221 SF
FLOOD HAZARD	FLOOD ZONE: X FEMA FIRM # 37009733001 EFF. 01/06/2010
PROPOSED MULTIFAMILY PARKING	1.74 SPACES/UNIT = 293 SPACES



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421 FAYETTEVILLE STREET, SUITE 600, RALEIGH, NC 27601
PHONE (919) 877-1100
NC REG # 002

NO.	REVISIONS	DATE	BY
0	SUBMISSION TO WEAVERVILLE PLANNING	2022-10-17	LDS

PRELIMINARY
NOT FOR CONSTRUCTION

KHA PROJECT #	DATE	SCALE	DESIGNED BY	LDS	DRAWN BY	CHECKED BY	ARS
10/17/2022	10/17/2022	AS SHOWN	LDS	LDS	ARS	ARS	ARS

SITE PLAN

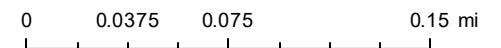
MONTICELLO FAMILY PREPARED FOR LDG MULTIFAMILY, LLC WEAVERVILLE NORTH CAROLINA	SHEET NUMBER 1
---	--------------------------

Buncombe County



October 18, 2022

1:4,514



Conditional District Zoning – Summary of Approval Process

Petition Submitted	Owner	§20-3203(d)	<ul style="list-style-type: none"> • Must be submitted by owner or an agent for owner (such as a potential owner or developer) • Petition to include: <ul style="list-style-type: none"> • Stmt analyzing reasonableness of request • Fee (per applicable Fee Schedule) • Preliminary plan or site plan (§20-2504) • Number/general location of proposed structures • Proposed use of land; number of housing units, total square footage of nonresidential • Yards, buffers, screening, landscaping, sidewalks req'd and notation of any deviation • Number of signs • Traffic, parking, and circulation plans • Height of all structures • Exterior features of all development
Staff Review	TRC	§20-3110	<ul style="list-style-type: none"> • Staff's technical review of petition • Planning, Public Works & Fire Marshal • Written staff report provided with comments
Initial Consideration by Town Council and Referral to Planning Bd	TC	§20-3203(e)(1)	<ul style="list-style-type: none"> • Initial consideration by TC is intended to provide TC with an opportunity to express any preliminary thoughts related to the petition but shall not serve as a final determination
Planning Bd Review and Recommendation	PB	§20-3203(d) §20-1504(b) §20-1505(b)-(d)	<ul style="list-style-type: none"> • Consistency with CLUP • Reasonableness; factors to be considered: size, physical condition and other attributes of the area; benefits and detriments to the owner, neighbors, surrounding area, relationship between current actual and permissible development on the property and the area and the proposed permissible development; why the action taken is in the public interest; any changed conditions warranting the request • Recommendation can include recommended conditions of approval
Community Meeting	Owner	§20-3203(e)(2)	<ul style="list-style-type: none"> • At least 1 community meeting prior to PH • Posting and mailed notice to property owners w/in 200 feet • Written report must be submitted with roster of attendees, summary of issues raised and any changes made as a result
Public Hearing	TC	§20-1504(c)	<ul style="list-style-type: none"> • Posting and mailed notice to abutting property owners • Reasonable rules concerning public hearing can be established
Citizen Comments	Clerk	§20-1504(c)(5)	<ul style="list-style-type: none"> • Clerk must forward all written comments received 2 business days ahead of action to TC
Action	TC	§20-3203(f)	<ul style="list-style-type: none"> • Conditions must be agreed to by owner • Action is by majority vote of TC • Approval is by adoption of an ordinance

**RESOLUTION REFERRING THE CONDITIONAL DISTRICT PETITION SUBMITTED FOR
171 MONTICELLO ROAD TO THE PLANNING BOARD
FOR REVIEW AND RECOMMENDATION**

WHEREAS, a petition requesting conditional district zoning on property located at 171 Monticello Road, Weaverville, North Carolina, was received from Betty Hollifield Roberts on October 18, 2022, by the Town of Weaverville; and

WHEREAS, the Town Council of the Town of Weaverville held its initial consideration of the project on October 24, 2022, and now deems it advisable to refer the conditional district petition to the Planning Board for review and recommendation;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Weaverville that:

1. Based on its initial consideration of the project, the Town Council notes the following as matters for specific review and consideration by the owner/developer and the Planning Board:

[comments can be added by Town Council]

2. The Town Planning Director is directed to place the petition for conditional district zoning on the Planning Board's next agenda so that the Board can begin its review of the conditional district for consistency with the Town's Comprehensive Land Use Plan and reasonableness and forward its recommendation to Town Council prior to or at a public hearing that may subsequently be held on this matter.

ADOPTED THIS the 24th day of October, 2022, in a vote of ___ in favor and ___ opposed, with Councilmember Doug Jackson being excused from the vote due to a conflict of interest.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

JAMES ELLER, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Code Amendment – Retail Uses in C-1 District
PRESENTER: Planning Director
ATTACHMENTS: Proposed Code Amendment

DESCRIPTION/SUMMARY OF REQUEST:

One of the items that Town Council recently indicated was high priority is enacting the Town Code amendments recommended by the Economic Development Advisory Committee regarding retail uses within the C-1 zoning district.

To that end, on September 6, 2022, the Planning Board reviewed both the current regulations and the attached proposed text amendment to Town Code Section 20-3205 that would require conditional district zoning for any retail use within the C-1 zoning district that encompasses more than 5,000 square feet.

At the conclusion of its review the Planning Board unanimously found that the proposed text amendment is consistent with the Town’s Comprehensive Plan and reasonable and recommended adoption of same.

Now that Town Council has provided an opportunity for the public to comment on the proposed amendments, it is appropriate for Town Council to consider taking action on those amendments.

TOWN COUNCIL ACTION REQUESTED:

The following motion is recommended:

*I move that Town Council adopt the **Ordinance Amending Weaverville Town Code Chapter 20 Concerning Certain Retail Uses in the C-1 Zoning District.***

**ORDINANCE AMENDING WEAVERVILLE TOWN CODE CHAPTER 20
CONCERNING CERTAIN RETAIL USES IN THE C-1 ZONING DISTRICT**

WHEREAS, the Planning Board met on September 6, 2022, in order to discuss certain Code amendments that would amend the zoning regulations regarding certain retail uses in the C-1 zoning district;

WHEREAS, the Planning Board found that the proposed code amendments which would require conditional district zoning for retail uses within the C-1 district that are 5,000 square feet or larger, are consistent with the Town's comprehensive land use plan and are reasonable and in the best interest of the public in that such amendments provide for more orderly development within the central business district;

WHEREAS, after proper notice the Town Council held a public hearing on October 24, 2022, in order to receive input from the public on the amendments related to these proposed changes;

NOW, THEREFORE, BE IT ORDAINED by Town Council of the Town of Weaverville, North Carolina, as follows:

1. The findings and recommendations of the Planning Board are hereby incorporated by reference and adopted by Town Council, including specifically a finding that the amendments approved herein are consistent with the Town's adopted comprehensive land use plan.
2. Code Section 20-3205 is hereby amended as follows with the added language shown as underlined and deleted language, if any, is shown with strike-throughs:

Sec. 20-3205. Table of uses.

The following notes shall be applicable to the Table of Uses established herein.

- (1) Additional standards for those uses identified on the Table of Uses as "permitted with standards" are found in article III of part III of this chapter.
- (2) If a proposed use can't be found on the table of uses herein established or is not specifically defined herein, then the zoning administrator shall make a determination on which use most closely resembles the proposed use and shall apply those regulations and restrictions. Such determination may be made as a formal interpretation, or as part of an issuance or denial of a zoning permit or a notice of violation. The zoning administrator's determination is subject to an appeal of an interpretation which shall be heard by the board of adjustment.
- (3) The abbreviations and symbols shown in the Table of Uses have the following meanings:
 - "C" = Conditional District required
 - "P" = Permitted

"PS" = Permitted with Standards

"-" = Not Permitted

USES	R-1	R-2	R-3	R-12	C-1	C-2	I-1	MHO
RETAIL/RESTAURANTS								
<u>General Retail (Under 5,000 sq. ft.)</u>	-	-	-	-	<u>P</u>	<u>P</u>	<u>P</u>	-
<u>General Retail (5,000 – 9,999 Under 10,000 sq. ft.)</u>	-	-	-	-	<u>P C</u>	P	P	-
General Retail (10,000 – 24,999 sq. ft.)	-	-	-	-	<u>PS C</u>	PS	PS	-
<u>General Retail (25,000 sq. ft. or more)</u>	-	-	-	-	C	C	C	-

3. It is the intention of Town Council that the sections and paragraphs of this Ordinance are severable and if any section or paragraph of this Ordinance shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining paragraphs or sections of this Ordinance, since they would have been enacted by Town Council without the incorporation in this Ordinance of any such unconstitutional or invalid section or paragraph.
4. These amendments shall be effective immediately upon adoption and immediately codified.

ADOPTED THIS the ___ day of _____, 2022, by a vote of ___ in favor and ___ against.

PATRICK FITZSIMMONS, Mayor

ATTESTED BY:

APPROVED AS TO FORM:

JAMES ELLER, Town Clerk

JENNIFER O. JACKSON, Town Attorney

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Sidewalk Priority List
PRESENTER: Planning Director
ATTACHMENTS: Proposed Sidewalk Priority List

DESCRIPTION/SUMMARY OF REQUEST:

If adopted by Town Council, a sidewalk priority list will provide a list of streets upon which sidewalks will be required to be installed at the developers' expense as a condition of development approvals.

As indicated earlier in tonight's meeting the Planning Board recommends that Town Council consider adopting the attached proposed Sidewalk Priority List and including it in the Comprehensive Land Use Plan with subsequent annual review.

The Planning Board found that the proposed Sidewalk Priority List is reasonable and in the Town's best interest in that it provides a means for Town Council to identify specific areas in which sidewalks are desired. This list can contribute to more orderly growth and development by balancing the general desire for more sidewalks with an interest in not placing undue burdens on developers for sidewalk installation within areas where sidewalks are not generally needed.

It is important to remember that this list does not establish a sidewalk improvement program in which the Town agrees to undertake to install any of these sidewalks.

Now that Town Council has received the Planning Board's recommendation and provided an opportunity for the public to provide input during the public hearing held tonight, it is appropriate for Town Council to consider taking action to adopt the Sidewalk Priority List.

TOWN COUNCIL ACTION REQUESTED:

Town Council discussion and possible action to adopt the attached Sidewalk Priority List or to provide further direction to staff. The following motion may be considered:

I move that we adopt the Sidewalk Priority List and include it as a part of the Comprehensive Land Use Plan with subsequent annual review.

Town of Weaverville, North Carolina
Staff Report: Sidewalk Priority List

Prepared August, 2022

Sources: Town of Weaverville Code of Ordinances; Comprehensive Land Use Plan

Maps showing these proposed sidewalks are available for review by contacting the Planning Director at jeller@weavervillenc.org or (828)484-7002.

Table of Proposed Sidewalk Priority List

Loops

Section	Intersections	Length
Reeves St.	From Pine St. to Hamburg Mountain Rd.	690 ft.
Florida Ave.	From Merchants Al. to Alabama Ave.	250 ft.
Georgia Ave.	From Main St. to Alabama Ave.	380 ft.
Moore St.	From Main St. to Alexander Rd.	1,875 ft.
Alexander Rd.	From Moore St. to Church St.	375 ft.
Clinton St.	From Main St. to Weaver Blvd.	1,300 ft.
Hamburg Dr.	From Main St. to Williams St.	1,000 ft.
Aiken Rd.	From Merrimon Ave. to Seneca St.	1,325 ft.
Alabama Ave.	From Central Ave. to Merrimon Ave.	315 ft.
Park Ave.	From Merrimon Ave. to Brown St.	590 ft.
College Cr.	From North College to Central Ave.	770 ft.
S College and Brown	From Merrimon Ave. to Lakeshore Dr.	1,075 ft.

Spurs

Section	Intersections	Length
Salem Rd.	From Salem Acres Rd. to Highland Street	1,800 ft.
Alexander Rd.	From Church St. to Terminus	2,480 ft.
Church St.	From Highland St. to Terminus	1,500 ft.
Yost St.	From Main St. to Merrimon Avenue	1,500 ft.

Other

Section	Intersections	Length
Merchants Alley	From Florida Ave. to Central Ave	300 ft.
Reems Creek Pedestrian Bridge	From South Creek Bank to North Creek Bank near Merrimon Ave.	

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: October 24, 2022
SUBJECT: Comprehensive Land Use Plan Updates
PRESENTER: Planning Director
ATTACHMENTS: None

DESCRIPTION/SUMMARY OF REQUEST:

Now that Town Council has received recommendations from the Planning Board and held a public hearing on the proposed amendments to the Comprehensive Land Use Plan, it is appropriate for Town Council to consider taking action on the matter.

The amendments to the Comprehensive Land Use Plan include the updated Table of Stated Goals, Responsibilities, and Priorities, the updated Fact Sheet containing current demographic data, and the Sidewalk Priority List if it was approved by Town Council earlier in tonight's meeting.

The documents referenced were included in the agenda packet with the public hearing materials and not duplicated here.

TOWN COUNCIL ACTION REQUESTED:

Town Council discussion and possible action or direction to staff. Should Town Council wish to adopt these amendments, the following motion is suggested:

I move that we amend the Town's Comprehensive Land Use Plan to include the updated Table of Stated Goals, Responsibilities, and Priorities, the updated Fact Sheet, [and the newly approved Sidewalk Priority List].

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: Monday, October 24, 2022
Subject: Planning Department Report for the 3rd Quarter of Calendar Year 2022
Presenter: Planning Director
Attachments: Planning Department Report – Q3, 2022

Description:
Attached you will find a report reflective of permits issued in July, August and September 2022 and Planning Board and Board of Adjustment activity during the same time.

Action Requested:

None



Planning Department Report – Q3, 2022

Total Zoning Permits Issued: 29

Residential:

Single family dwellings: 7 Internal upfit or accessory structure: 17

Commercial:

New Commercial: 1 Internal upfit or accessory structure: 4

Sign Permits: 6

Planning Board Activity:

July: The Board and staff established updated priorities for the Comprehensive Land Use Plan for Town Council’s consideration. The Board also participated in a joint meeting with Town Council related to an update of the Comprehensive Land Use Plan.

September: The Board considered and offered recommendations to Town Council on an update to the Comprehensive Land Use Plan, a sidewalk priority list and a text amendment to the C-1 zoning district for general retail at the recommendation of the Economic Development Advisory Committee.

Board of Adjustment Activity:

The Board of Adjustment did not meet during this time.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: October 24, 2022
Subject: Departmental Quarterly Report: Finance
Presenter: Town Finance Director
Attachments: Quarterly Report – 1st Quarter FY 2023

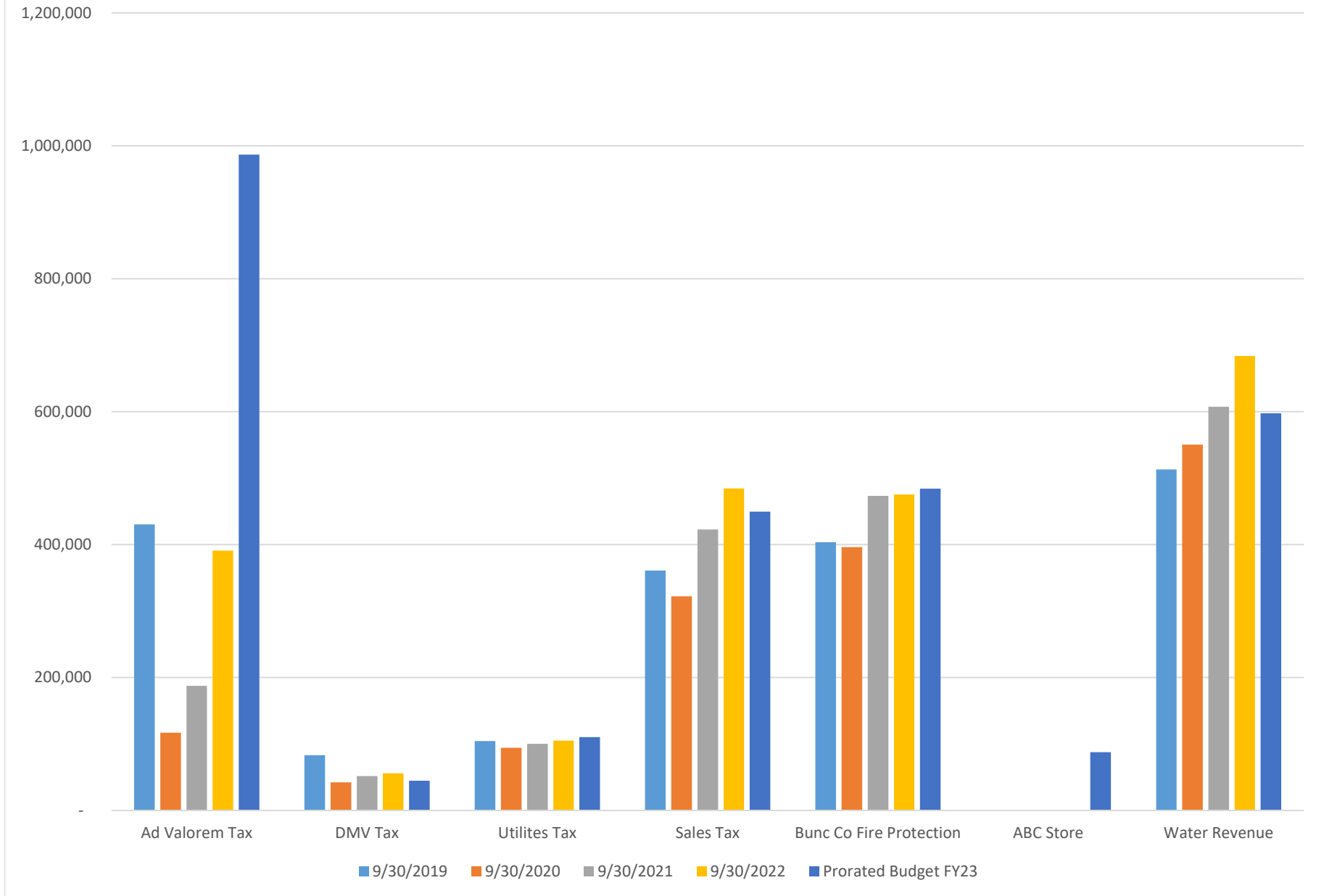
Description:

Attached please find the Finance Department’s quarterly report, with charts summarizing revenues and expenditures as of 9/30/2022, as well as an updated summary of the Community Center Project, the Water Treatment Plant Expansion Project, and the ARP Grant Fund Project.

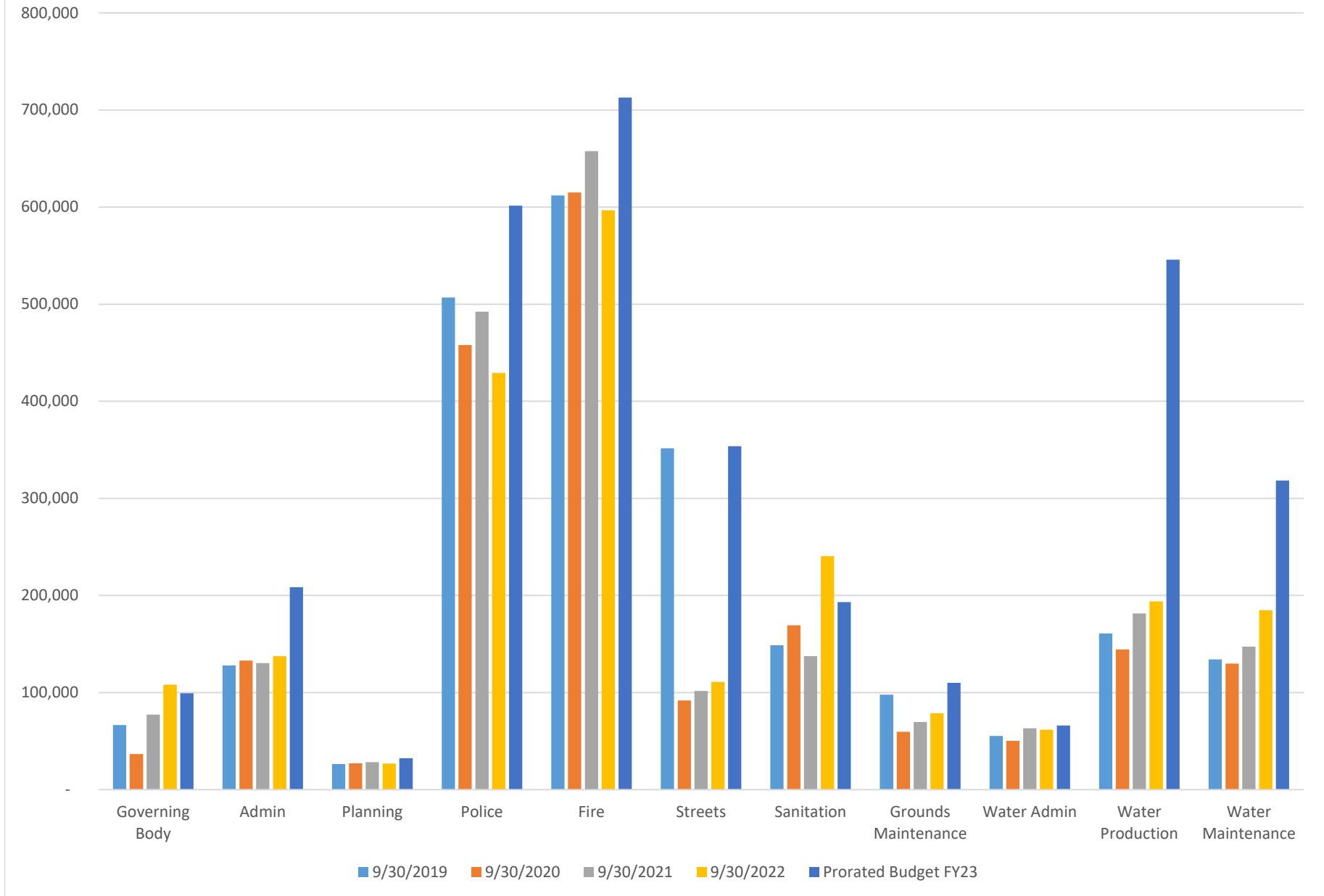
Council Action Requested:

No action requested.

YTD Revenue Analysis



YTD Expenditure Analysis



TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2022-2023

07/01/2022 TO 09/30/2022

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:				
010-004-300-04010 PRIOR YEAR TAX REVEI	697.24	697.24	6,000.00	88
010-004-300-04020 AD VALOREM TAX REVI	391,004.75	391,004.75	3,947,191.00	90
010-004-300-04025 DMV TAX REVENUE	55,881.23	55,881.23	178,320.00	69
010-004-300-04030 TAX PENALTIES & INTE	1,125.82	1,125.82	6,000.00	81
010-004-300-05010 UTILITIES TAX	105,256.46	105,256.46	441,727.00	76
010-004-300-05040 BEER & WINE TAX	0.00	0.00	17,000.00	100
010-004-300-05050 POWELL BILL DISTRIBU	67,279.11	67,279.11	131,875.00	49
010-004-300-05060 LOCAL GOVT SALES TA	484,493.23	484,493.23	1,798,368.00	73
010-004-300-06040 ABC STORE DISTRIBUTI	0.00	0.00	350,000.00	100
010-004-300-09015 CELL TOWER REVENUE	5,562.84	5,562.84	22,300.00	75
010-004-300-09020 MISCELLANEOUS REVE	3,893.34	3,893.34	5,000.00	22
010-004-300-09022 CONTRIBUTIONS COMM	996.02	996.02	0.00	0
010-004-300-09026 CONTRIBUTIONS FIRE D	25.96	25.96	0.00	0
010-004-300-09028 COPS FOR KIDS	400.00	400.00	200.00	-100
010-004-300-09030 INTEREST EARNED	254.90	254.90	80,980.00	100
010-004-300-09031 INTEREST EARNED POW	0.00	0.00	8,402.00	100
010-004-300-09040 PLANNING & ZONING FI	3,032.90	3,032.90	18,000.00	83
010-004-300-09041 FACILITY USE RENTAL I	12,035.00	12,035.00	40,000.00	70
010-004-300-09044 PARKING ENFORCEMEN	980.00	980.00	2,000.00	51
010-004-300-09045 FIRE INSPECTION FEES	200.00	200.00	0.00	0
010-004-300-09050 SALE OF PROPERTY	20,000.00	20,000.00	118,000.00	83
010-004-310-09900 APPROPRIATED FUND B	0.00	0.00	866,532.04	100
030-004-300-08010 WATER REVENUE	683,684.45	683,684.45	2,390,850.00	71
030-004-300-08020 MISCELLANEOUS REVE	4,475.00	4,475.00	20,000.00	78
030-004-300-08030 WATER TAPS	8,400.00	8,400.00	26,250.00	68
030-004-300-08040 SYSTEM DEVELOPME	25,668.00	25,668.00	55,800.00	54
030-004-300-08060 FEES FOR MSD COLLEC	11,530.00	11,530.00	68,000.00	83
030-004-300-09030 INTEREST EARNED	0.00	0.00	37,020.00	100
030-004-310-09900 APPROPRIATED FUND B	0.00	0.00	1,437,603.28	100
040-004-300-09026 CONTRIBUTIONS FIRE D	0.00	0.00	25.96	100
040-004-300-09045 FIRE INSPECTION FEEES	0.00	0.00	500.00	100
040-004-610-09900 BUNC CO FIRE PROTECT	475,610.03	475,610.03	1,936,906.00	75
TOTAL REVENUE	<u>2,362,486.28</u>	<u>2,362,486.28</u>	<u>14,010,850.28</u>	<u>83</u>
OTHER FINANCING SOURCE:				
040-000-300-60010 TRANSFER FROM GENEI	0.00	0.00	53,541.00	100
TOTAL OTHER FINANCING SOURCE	<u>0.00</u>	<u>0.00</u>	<u>53,541.00</u>	<u>100</u>
AFTER TRANSFERS	<u><u>2,362,486.28</u></u>	<u><u>2,362,486.28</u></u>	<u><u>14,064,391.28</u></u>	
320 TRANSFERS				
OTHER FINANCING USE:				
010-004-320-09962 TRANSFER TO CAP RES	0.00	0.00	75,000.00	100
010-004-320-60500 TRANSFER TO Nbfd SPI	0.00	0.00	53,541.00	100

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TOTAL OTHER FINANCING USE	0.00	0.00	128,541.00	100
AFTER TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>-128,541.00</u>	
411 GOVERNING BODY				
EXPENDITURE:				
010-410-411-12100 SALARIES & WAGES	5,550.00	5,550.00	22,200.00	75
010-410-411-12110 SALARIES & WAGES - LI	19,423.13	19,423.13	86,670.00	78
010-410-411-18100 FICA	1,916.64	1,916.64	8,329.00	77
010-410-411-18200 RETIREMENT	2,369.32	2,369.32	10,487.00	77
010-410-411-18210 401-K MATCH	1,165.39	1,165.39	5,200.00	78
010-410-411-18300 HEALTH INSURANCE	2,050.59	2,050.59	9,000.00	77
010-410-411-18500 EMPLOYEE INCENTIVE	0.00	0.00	10,000.00	100
010-410-411-19000 PROFESSIONAL SERVICE	26,187.65	26,187.65	78,000.00	66
010-410-411-19500 CONTRACT LABOR	0.00	0.00	15,000.00	100
010-410-411-26000 SUPPLIES / MATERIALS	0.00	0.00	500.00	100
010-410-411-31000 TRAVEL & TRAINING	515.00	515.00	1,000.00	49
010-410-411-35100 BUILDING REPAIR / MAINT	11,934.62	11,934.62	38,056.67	69
010-410-411-39100 ADVERTISING	725.00	725.00	4,500.00	84
010-410-411-39200 NEWS LETTERS	50.00	50.00	1,000.00	95
010-410-411-39300 PRINTING	498.96	498.96	600.00	17
010-410-411-39500 DUES & SUBSCRIPTIONS	40.00	40.00	500.00	92
010-410-411-39510 COMMUNITY PROMOTION	31,014.79	31,014.79	75,000.00	59
010-410-411-39530 PUBLIC WI-FI	4,500.00	4,500.00	18,000.00	75
010-410-411-40450 INSURANCE	224.48	224.48	630.00	64
010-410-411-50100 SMALL EQUIPMENT	0.00	0.00	12,000.00	100
TOTAL EXPENDITURE	<u>108,165.57</u>	<u>108,165.57</u>	<u>396,672.67</u>	<u>73</u>
BEFORE TRANSFERS	<u>-108,165.57</u>	<u>-108,165.57</u>	<u>-396,672.67</u>	
AFTER TRANSFERS	<u>-108,165.57</u>	<u>-108,165.57</u>	<u>-396,672.67</u>	
412 ADMINISTRATION				
EXPENDITURE:				
010-410-412-12100 SALARIES & WAGES	60,587.55	60,587.55	369,355.00	84
010-410-412-18100 FICA	4,460.67	4,460.67	28,256.00	84
010-410-412-18200 RETIREMENT	7,392.18	7,392.18	44,692.00	83
010-410-412-18210 401-K MATCH	3,634.25	3,634.25	22,161.00	84
010-410-412-18300 HEALTH INSURANCE	9,139.17	9,139.17	53,326.00	83
010-410-412-18400 RETIREE HEALTH INSURANCE	2,150.19	2,150.19	10,117.00	79
010-410-412-19000 PROFESSIONAL SERVICE	4,064.63	4,064.63	89,000.00	95
010-410-412-19600 TAX COLLECTION FEES	7,856.56	7,856.56	78,944.00	90
010-410-412-25000 VEHICLE SUPPLIES	68.50	68.50	1,100.00	94
010-410-412-26000 SUPPLIES / MATERIALS	5,780.31	5,780.31	18,000.00	68
010-410-412-31000 TRAVEL & TRAINING	1,458.81	1,458.81	10,000.00	85
010-410-412-32100 TELEPHONE / INTERNET	4,107.87	4,107.87	14,260.00	71
010-410-412-32500 POSTAGE	883.52	883.52	3,000.00	71

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010-410-412-33100 UTILITIES	1,122.65	1,122.65	5,800.00	81
010-410-412-35100 BUILDING REPAIR / MAI	13,641.38	13,641.38	42,056.67	68
010-410-412-35200 EQUIPMENT MAINTENA	936.90	936.90	5,000.00	81
010-410-412-35300 VEHICLE MAINTENANC	0.00	0.00	2,000.00	100
010-410-412-39100 ADVERTISING	0.00	0.00	500.00	100
010-410-412-39500 DUES & SUBSCRIPTIONS	1,278.15	1,278.15	4,600.00	72
010-410-412-39600 BANK SERVICE CHARGE	2,932.71	2,932.71	9,200.00	68
010-410-412-39800 ESC REIMBURSEMENT	0.00	0.00	8,000.00	100
010-410-412-40450 INSURANCE	6,071.73	6,071.73	9,459.00	36
010-410-412-50100 SMALL EQUIPMENT	0.00	0.00	5,000.00	100
TOTAL EXPENDITURE	137,567.73	137,567.73	833,826.67	84
BEFORE TRANSFERS	-137,567.73	-137,567.73	-833,826.67	
AFTER TRANSFERS	-137,567.73	-137,567.73	-833,826.67	
413 PLANNING				
EXPENDITURE:				
010-410-413-12100 SALARIES & WAGES	18,658.64	18,658.64	85,876.00	78
010-410-413-18100 FICA	1,433.29	1,433.29	6,570.00	78
010-410-413-18200 RETIREMENT	2,276.19	2,276.19	10,391.00	78
010-410-413-18210 401-K MATCH	1,119.51	1,119.51	5,153.00	78
010-410-413-18300 HEALTH INSURANCE	2,044.87	2,044.87	9,284.00	78
010-410-413-19000 PROFESSIONAL SERVICE	315.36	315.36	2,000.00	84
010-410-413-25000 VEHICLE SUPPLIES	34.53	34.53	1,200.00	97
010-410-413-26000 SUPPLIES / MATERIALS	0.00	0.00	500.00	100
010-410-413-31000 TRAVEL & TRAINING	0.00	0.00	1,300.00	100
010-410-413-32100 TELEPHONE / INTERNET	468.10	468.10	2,000.00	77
010-410-413-32500 POSTAGE	0.00	0.00	1,000.00	100
010-410-413-35300 VEHICLE MAINTENANC	0.00	0.00	3,000.00	100
010-410-413-39100 ADVERTISING	183.89	183.89	1,000.00	82
010-410-413-40450 INSURANCE	469.47	469.47	573.00	18
TOTAL EXPENDITURE	27,003.85	27,003.85	129,847.00	79
BEFORE TRANSFERS	-27,003.85	-27,003.85	-129,847.00	
AFTER TRANSFERS	-27,003.85	-27,003.85	-129,847.00	
431 POLICE				
EXPENDITURE:				
010-430-431-12100 SALARIES & WAGES	252,510.29	252,510.29	1,239,956.00	80
010-430-431-12500 SEPARATION ALLOWAN	13,801.98	13,801.98	62,800.00	78
010-430-431-18100 FICA	19,282.05	19,282.05	95,071.00	80
010-430-431-18200 RETIREMENT	32,802.69	32,802.69	154,574.00	79
010-430-431-18210 401-K MATCH	13,626.46	13,626.46	70,797.00	81
010-430-431-18300 HEALTH INSURANCE	44,218.31	44,218.31	179,935.00	75
010-430-431-18400 RETIREE HEALTH INSUR	6,107.36	6,107.36	29,250.00	79

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010-430-431-19000 PROFESSIONAL SERVICE	7,952.69	7,952.69	111,158.00	93
010-430-431-19600 COUNTY DISPATCH FEE	0.00	0.00	60,636.00	100
010-430-431-25000 VEHICLE SUPPLIES	4,320.71	4,320.71	60,600.00	93
010-430-431-26000 SUPPLIES / MATERIALS	2,309.52	2,309.52	8,000.00	71
010-430-431-26400 ALCOHOL EDUCATION &	3,960.60	3,960.60	32,885.79	88
010-430-431-26450 ABC LAW ENFORCEMENT	0.00	0.00	12,529.72	100
010-430-431-26608 COPS FOR KIDS	0.00	0.00	4,372.26	100
010-430-431-26900 UNIFORMS	2,277.18	2,277.18	10,000.00	77
010-430-431-31000 TRAVEL & TRAINING	915.00	915.00	4,000.00	77
010-430-431-32100 TELEPHONE / INTERNET	5,930.05	5,930.05	23,228.00	74
010-430-431-32500 POSTAGE	18.40	18.40	200.00	91
010-430-431-33100 UTILITIES	970.06	970.06	5,640.00	83
010-430-431-35100 BUILDING REPAIR / MAINTENANCE	1,388.81	1,388.81	26,616.66	95
010-430-431-35200 EQUIPMENT MAINTENANCE	780.23	780.23	3,500.00	78
010-430-431-35300 VEHICLE MAINTENANCE	3,101.11	3,101.11	20,000.00	84
010-430-431-40450 INSURANCE	46,133.58	46,133.58	53,156.00	13
010-430-431-50100 SMALL EQUIPMENT	4,263.57	4,263.57	44,857.52	90
010-430-431-50500 CAPITAL EQUIPMENT	-37,373.10	-37,373.10	91,800.00	141
TOTAL EXPENDITURE	<u>429,297.55</u>	<u>429,297.55</u>	<u>2,405,562.95</u>	<u>82</u>
BEFORE TRANSFERS	<u>-429,297.55</u>	<u>-429,297.55</u>	<u>-2,405,562.95</u>	
AFTER TRANSFERS	<u>-429,297.55</u>	<u>-429,297.55</u>	<u>-2,405,562.95</u>	

434 FIRE

EXPENDITURE:

040-430-434-12100 SALARIES & WAGES	313,682.65	313,682.65	1,596,724.00	80
040-430-434-12800 RELIEF PAY	7,107.75	7,107.75	117,778.00	94
040-430-434-18100 FICA	23,376.84	23,376.84	134,219.00	83
040-430-434-18200 RETIREMENT	38,503.49	38,503.49	198,043.00	81
040-430-434-18210 401-K MATCH	16,167.14	16,167.14	98,203.00	84
040-430-434-18300 HEALTH INSURANCE	46,876.55	46,876.55	250,108.00	81
040-430-434-18400 RETIREE HEALTH INSURANCE	2,150.19	2,150.19	9,017.00	76
040-430-434-19000 PROFESSIONAL SERVICE	1,992.34	1,992.34	12,730.00	84
040-430-434-25000 VEHICLE SUPPLIES	3,022.78	3,022.78	36,200.00	92
040-430-434-26000 SUPPLIES / MATERIALS	1,218.49	1,218.49	12,000.00	90
040-430-434-26100 MEDICAL VACCINATIONS	10.00	10.00	12,000.00	100
040-430-434-26150 PREVENTION SUPPLIES	2,770.03	2,770.03	6,000.00	54
040-430-434-26260 MEDICAL EQUIP & SUPPLIES	4,684.44	4,684.44	9,000.00	48
040-430-434-26600 CONTRIBUTORY EXPENSES	0.00	0.00	25.96	100
040-430-434-26900 UNIFORMS	242.60	242.60	12,000.00	98
040-430-434-31000 TRAVEL & TRAINING	577.51	577.51	13,000.00	96
040-430-434-32100 TELEPHONE / INTERNET	5,903.57	5,903.57	22,785.00	74
040-430-434-33100 UTILITIES	3,625.11	3,625.11	15,800.00	77
040-430-434-35100 BUILDING REPAIR / MAINTENANCE	9,503.89	9,503.89	40,000.00	76
040-430-434-35200 EQUIPMENT MAINTENANCE	909.46	909.46	20,000.00	95
040-430-434-35300 VEHICLE MAINTENANCE	3,276.82	3,276.82	45,000.00	93

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040-430-434-39500 DUES & SUBSCRIPTIONS	3,363.00	3,363.00	10,000.00	66
040-430-434-40450 INSURANCE	86,610.65	86,610.65	103,966.00	17
040-430-434-50100 SMALL EQUIPMENT	21,083.43	21,083.43	77,000.00	73
TOTAL EXPENDITURE	<u>596,658.73</u>	<u>596,658.73</u>	<u>2,851,598.96</u>	<u>79</u>
BEFORE TRANSFERS	<u>-596,658.73</u>	<u>-596,658.73</u>	<u>-2,851,598.96</u>	
AFTER TRANSFERS	<u>-596,658.73</u>	<u>-596,658.73</u>	<u>-2,851,598.96</u>	
451 STREETS				
EXPENDITURE:				
010-450-451-12100 SALARIES & WAGES	44,772.78	44,772.78	231,974.00	81
010-450-451-18100 FICA	3,308.44	3,308.44	17,746.00	81
010-450-451-18200 RETIREMENT	5,452.20	5,452.20	28,069.00	81
010-450-451-18210 401-K MATCH	2,426.71	2,426.71	13,918.00	83
010-450-451-18300 HEALTH INSURANCE	6,638.46	6,638.46	43,737.00	85
010-450-451-19000 PROFESSIONAL SERVICE	325.53	325.53	7,500.00	96
010-450-451-19500 CONTRACT LABOR	0.00	0.00	36,000.00	100
010-450-451-19900 CONTRACT WORK	15,500.00	15,500.00	33,000.00	53
010-450-451-25000 VEHICLE SUPPLIES	1,662.45	1,662.45	11,500.00	86
010-450-451-26000 SUPPLIES / MATERIALS	6,447.91	6,447.91	48,550.00	87
010-450-451-26500 SAFETY MATERIALS	169.95	169.95	4,000.00	96
010-450-451-26900 UNIFORMS	0.00	0.00	3,000.00	100
010-450-451-31000 TRAVEL & TRAINING	0.00	0.00	5,000.00	100
010-450-451-32100 TELEPHONE / INTERNET	743.88	743.88	3,000.00	75
010-450-451-33100 UTILITIES	9,999.27	9,999.27	56,000.00	82
010-450-451-35100 BUILDING REPAIR / MAINTENANCE	0.00	0.00	2,000.00	100
010-450-451-35200 EQUIPMENT MAINTENANCE	3,067.65	3,067.65	6,500.00	53
010-450-451-35300 VEHICLE MAINTENANCE	20.00	20.00	6,000.00	100
010-450-451-39500 DUES & SUBSCRIPTIONS	0.00	0.00	500.00	100
010-450-451-40450 INSURANCE	10,342.12	10,342.12	11,979.00	14
010-450-451-50100 SMALL EQUIPMENT	0.00	0.00	3,000.00	100
010-450-451-50300 CAPITAL IMPROVEMENTS	0.00	0.00	825,000.00	100
010-450-451-50500 CAPITAL EQUIPMENT	0.00	0.00	17,033.61	100
TOTAL EXPENDITURE	<u>110,877.35</u>	<u>110,877.35</u>	<u>1,415,006.61</u>	<u>92</u>
BEFORE TRANSFERS	<u>-110,877.35</u>	<u>-110,877.35</u>	<u>-1,415,006.61</u>	
AFTER TRANSFERS	<u>-110,877.35</u>	<u>-110,877.35</u>	<u>-1,415,006.61</u>	

459 POWELL BILL

EXPENDITURE:

010-450-459-12100 SALARIES & WAGES	2,119.92	2,119.92	9,110.00	77
010-450-459-18100 FICA	153.26	153.26	697.00	78
010-450-459-18200 RETIREMENT	255.55	255.55	1,102.00	77
010-450-459-18210 401-K MATCH	76.47	76.47	547.00	86
010-450-459-18300 HEALTH INSURANCE	246.21	246.21	1,348.00	82

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010-450-459-50300 CAPITAL IMPROVEMEN	0.00	0.00	291,385.00	100
TOTAL EXPENDITURE	<u>2,851.41</u>	<u>2,851.41</u>	<u>304,189.00</u>	<u>99</u>
BEFORE TRANSFERS	<u>-2,851.41</u>	<u>-2,851.41</u>	<u>-304,189.00</u>	
AFTER TRANSFERS	<u>-2,851.41</u>	<u>-2,851.41</u>	<u>-304,189.00</u>	
471 SANITATION				
EXPENDITURE:				
010-470-471-12100 SALARIES & WAGES	66,070.34	66,070.34	283,393.00	77
010-470-471-18100 FICA	4,857.99	4,857.99	21,680.00	78
010-470-471-18200 RETIREMENT	7,582.92	7,582.92	34,291.00	78
010-470-471-18210 401-K MATCH	2,843.78	2,843.78	17,004.00	83
010-470-471-18300 HEALTH INSURANCE	14,412.50	14,412.50	63,402.00	77
010-470-471-19000 PROFESSIONAL SERVICI	202.18	202.18	2,000.00	90
010-470-471-19500 CONTRACT LABOR	0.00	0.00	45,000.00	100
010-470-471-25000 VEHICLE SUPPLIES	5,363.27	5,363.27	27,000.00	80
010-470-471-26000 SUPPLIES / MATERIALS	5,985.21	5,985.21	16,078.00	63
010-470-471-26500 SAFETY MATERIALS	514.73	514.73	9,000.00	94
010-470-471-26900 UNIFORMS	0.00	0.00	8,000.00	100
010-470-471-32100 TELEPHONE / INTERNET	455.43	455.43	1,800.00	75
010-470-471-33100 UTILITIES	451.84	451.84	4,000.00	89
010-470-471-35100 BUILDING REPAIR / MAI	0.00	0.00	2,000.00	100
010-470-471-35200 EQUIPMENT MAINTENA	4,679.19	4,679.19	14,000.00	67
010-470-471-35300 VEHICLE MAINTENANC	4,142.75	4,142.75	21,000.00	80
010-470-471-40100 TIPPING FEES	12,517.62	12,517.62	70,000.00	82
010-470-471-40450 INSURANCE	26,785.58	26,785.58	40,040.00	33
010-470-471-50100 SMALL EQUIPMENT	0.00	0.00	5,000.00	100
010-470-471-50500 CAPITAL EQUIPMENT	83,663.00	83,663.00	88,000.00	5
TOTAL EXPENDITURE	<u>240,528.33</u>	<u>240,528.33</u>	<u>772,688.00</u>	<u>69</u>
BEFORE TRANSFERS	<u>-240,528.33</u>	<u>-240,528.33</u>	<u>-772,688.00</u>	
AFTER TRANSFERS	<u>-240,528.33</u>	<u>-240,528.33</u>	<u>-772,688.00</u>	
473 STORMWATER MANAGEMENT				
EXPENDITURE:				
010-470-473-12100 SALARIES & WAGES	4,339.81	4,339.81	42,965.00	90
010-470-473-18100 FICA	321.98	321.98	3,287.00	90
010-470-473-18200 RETIREMENT	522.74	522.74	5,199.00	90
010-470-473-18210 401-K MATCH	266.38	266.38	2,578.00	90
010-470-473-18300 HEALTH INSURANCE	842.95	842.95	2,156.00	61
010-470-473-19000 PROFESSIONAL SERVICI	546.25	546.25	5,000.00	89
010-470-473-31000 TRAVEL / TRAINING	0.00	0.00	2,000.00	100
010-470-473-39500 DUES AND SUBSCRIPTIC	0.00	0.00	1,500.00	100
010-470-473-50300 CAPITAL IMPROVEMEN	0.00	0.00	75,000.00	100
010-470-473-50500 CAPITAL EQUIPMENT	0.00	0.00	10,628.00	100

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TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2022-2023

07/01/2022 TO 09/30/2022

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
TOTAL EXPENDITURE	6,840.11	6,840.11	150,313.00	95
BEFORE TRANSFERS	-6,840.11	-6,840.11	-150,313.00	
AFTER TRANSFERS	-6,840.11	-6,840.11	-150,313.00	
612 GROUNDS MAINTENANCE				
EXPENDITURE:				
010-600-612-12100 SALARIES & WAGES	34,539.38	34,539.38	141,079.00	76
010-600-612-18100 FICA	2,301.62	2,301.62	10,793.00	79
010-600-612-18200 RETIREMENT	3,807.45	3,807.45	17,071.00	78
010-600-612-18210 401-K MATCH	1,257.29	1,257.29	8,465.00	85
010-600-612-18300 HEALTH INSURANCE	6,371.55	6,371.55	23,928.00	73
010-600-612-19000 PROFESSIONAL SERVICE	465.14	465.14	3,000.00	84
010-600-612-19500 CONTRACT LABOR	0.00	0.00	41,600.00	100
010-600-612-19900 CONTRACT WORK	0.00	0.00	12,000.00	100
010-600-612-25000 VEHICLE SUPPLIES	768.62	768.62	6,000.00	87
010-600-612-26000 SUPPLIES / MATERIALS	18,722.62	18,722.62	41,178.14	55
010-600-612-26500 SAFETY MATERIALS	0.00	0.00	2,500.00	100
010-600-612-26900 UNIFORMS	0.00	0.00	2,800.00	100
010-600-612-32100 TELEPHONE / INTERNET	413.36	413.36	1,380.00	70
010-600-612-33100 UTILITIES	1,335.97	1,335.97	12,500.00	89
010-600-612-35100 BUILDING REPAIR / MAINTENANCE	0.00	0.00	1,000.00	100
010-600-612-35200 EQUIPMENT MAINTENANCE	4,067.69	4,067.69	5,000.00	19
010-600-612-35300 VEHICLE MAINTENANCE	0.00	0.00	1,100.00	100
010-600-612-40450 INSURANCE	4,630.99	4,630.99	7,560.00	39
010-600-612-50100 SMALL EQUIPMENT	0.00	0.00	1,500.00	100
010-600-612-50300 CAPITAL IMPROVEMENTS	0.00	0.00	100,000.00	100
TOTAL EXPENDITURE	78,681.68	78,681.68	440,454.14	82
BEFORE TRANSFERS	-78,681.68	-78,681.68	-440,454.14	
AFTER TRANSFERS	-78,681.68	-78,681.68	-440,454.14	

614 COMMUNITY CENTER

EXPENDITURE:

010-600-614-12100 SALARIES & WAGES	11,210.44	11,210.44	52,773.00	79
010-600-614-18100 FICA	852.14	852.14	4,037.00	79
010-600-614-18200 RETIREMENT	1,368.25	1,368.25	6,386.00	79
010-600-614-18210 401-K MATCH	672.62	672.62	3,166.00	79
010-600-614-18300 HEALTH INSURANCE	2,114.43	2,114.43	10,120.00	79
010-600-614-19000 PROFESSIONAL SERVICE	394.21	394.21	4,800.00	92
010-600-614-26000 SUPPLIES / MATERIALS	754.08	754.08	8,000.00	91
010-600-614-32100 TELEPHONE / INTERNET	2,711.44	2,711.44	11,930.00	77
010-600-614-33100 UTILITIES	1,436.33	1,436.33	9,800.00	85
010-600-614-35100 BUILDING REPAIR / MAINTENANCE	2,564.12	2,564.12	9,000.00	72
010-600-614-35200 EQUIPMENT MAINTENANCE	0.00	0.00	2,000.00	100

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	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-600-614-40450 INSURANCE	4,007.57	4,007.57	4,620.00	13
TOTAL EXPENDITURE	<u>28,085.63</u>	<u>28,085.63</u>	126,632.00	<u>78</u>
BEFORE TRANSFERS	<u>-28,085.63</u>	<u>-28,085.63</u>	<u>-126,632.00</u>	
AFTER TRANSFERS	<u>-28,085.63</u>	<u>-28,085.63</u>	<u>-126,632.00</u>	
711 WATER ADMINISTRATION				
EXPENDITURE:				
030-700-711-12100 SALARIES & WAGES	29,062.54	29,062.54	119,400.00	76
030-700-711-18100 FICA	2,156.86	2,156.86	9,134.00	76
030-700-711-18200 RETIREMENT	3,550.15	3,550.15	14,447.00	75
030-700-711-18210 401-K MATCH	1,744.77	1,744.77	7,164.00	76
030-700-711-18300 HEALTH INSURANCE	5,352.60	5,352.60	26,612.00	80
030-700-711-19000 PROFESSIONAL SERVICE	2,932.27	2,932.27	45,000.00	93
030-700-711-25000 VEHICLE SUPPLIES	226.84	226.84	2,000.00	89
030-700-711-26000 SUPPLIES / MATERIALS	3,413.22	3,413.22	3,200.00	-7
030-700-711-26500 SAFETY MATERIALS	0.00	0.00	1,200.00	100
030-700-711-26900 UNIFORMS	0.00	0.00	400.00	100
030-700-711-31000 TRAVEL & TRAINING	0.00	0.00	1,500.00	100
030-700-711-32100 TELEPHONE / INTERNET	1,363.86	1,363.86	4,990.00	73
030-700-711-32500 POSTAGE	2,334.46	2,334.46	13,000.00	82
030-700-711-35300 VEHICLE MAINTENANCE	0.00	0.00	1,000.00	100
030-700-711-39500 DUES & SUBSCRIPTIONS	0.00	0.00	500.00	100
030-700-711-40450 INSURANCE	9,597.40	9,597.40	13,125.00	27
030-700-711-50100 SMALL EQUIPMENT	0.00	0.00	1,800.00	100
TOTAL EXPENDITURE	<u>61,734.97</u>	<u>61,734.97</u>	264,472.00	<u>77</u>
BEFORE TRANSFERS	<u>-61,734.97</u>	<u>-61,734.97</u>	<u>-264,472.00</u>	
AFTER TRANSFERS	<u>-61,734.97</u>	<u>-61,734.97</u>	<u>-264,472.00</u>	
712 WATER PRODUCTION				
EXPENDITURE:				
030-700-712-12100 SALARIES & WAGES	81,929.26	81,929.26	360,428.00	77
030-700-712-18100 FICA	6,061.21	6,061.21	27,573.00	78
030-700-712-18200 RETIREMENT	9,985.88	9,985.88	43,612.00	77
030-700-712-18210 401-K MATCH	2,905.24	2,905.24	21,626.00	87
030-700-712-18300 HEALTH INSURANCE	12,559.80	12,559.80	51,586.00	76
030-700-712-19000 PROFESSIONAL SERVICE	1,073.91	1,073.91	18,000.00	94
030-700-712-19600 WATER TESTING / MAIN	3,144.00	3,144.00	18,000.00	83
030-700-712-19900 CONTRACT WORK	1,240.20	1,240.20	9,000.00	86
030-700-712-20000 CHEMICALS	17,537.53	17,537.53	85,000.00	79
030-700-712-25000 VEHICLE SUPPLIES	762.30	762.30	4,500.00	83
030-700-712-26000 SUPPLIES / MATERIALS	181.02	181.02	9,000.00	98
030-700-712-26500 SAFETY MATERIALS	0.00	0.00	1,700.00	100
030-700-712-26900 UNIFORMS	357.00	357.00	2,300.00	84

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	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
030-700-712-27001 LAB SUPPLIES	9,184.81	9,184.81	20,125.00	54
030-700-712-31000 TRAVEL & TRAINING	682.38	682.38	3,500.00	81
030-700-712-32100 TELEPHONE / INTERNET	942.93	942.93	5,900.00	84
030-700-712-33100 UTILITIES	23,225.62	23,225.62	88,000.00	74
030-700-712-34000 SLUDGE REMOVAL	11,814.82	11,814.82	58,000.00	80
030-700-712-35100 BUILDING REPAIR / MAI	0.00	0.00	23,000.00	100
030-700-712-35200 EQUIPMENT MAINTENA	0.00	0.00	8,000.00	100
030-700-712-35300 VEHICLE MAINTENANC	0.00	0.00	3,000.00	100
030-700-712-40450 INSURANCE	9,597.40	9,597.40	14,505.00	34
030-700-712-40900 WATER PURCHASES	0.00	0.00	6,000.00	100
030-700-712-50100 SMALL EQUIPMENT	755.65	755.65	5,808.54	87
030-700-712-50300 CAPITAL IMPROVEMEN	0.00	0.00	1,294,900.00	100
TOTAL EXPENDITURE	<u>193,940.96</u>	<u>193,940.96</u>	<u>2,183,063.54</u>	<u>91</u>
BEFORE TRANSFERS	<u>-193,940.96</u>	<u>-193,940.96</u>	<u>-2,183,063.54</u>	
AFTER TRANSFERS	<u>-193,940.96</u>	<u>-193,940.96</u>	<u>-2,183,063.54</u>	

713 WATER MAINTENANCE

EXPENDITURE:

030-700-713-12100 SALARIES & WAGES	89,756.66	89,756.66	385,703.00	77
030-700-713-18100 FICA	6,231.91	6,231.91	29,506.00	79
030-700-713-18200 RETIREMENT	10,937.09	10,937.09	46,670.00	77
030-700-713-18210 401-K MATCH	2,627.80	2,627.80	23,142.00	89
030-700-713-18300 HEALTH INSURANCE	19,313.57	19,313.57	74,195.00	74
030-700-713-18400 RETIREE HEALTH INSUF	2,916.19	2,916.19	9,017.00	68
030-700-713-19000 PROFESSIONAL SERVICI	1,089.59	1,089.59	25,000.00	96
030-700-713-19500 CONTRACT LABOR	0.00	0.00	31,200.00	100
030-700-713-19900 CONTRACT WORK	0.00	0.00	20,000.00	100
030-700-713-25000 VEHICLE SUPPLIES	1,511.53	1,511.53	15,370.00	90
030-700-713-26000 SUPPLIES / MATERIALS	15,561.05	15,561.05	105,783.74	85
030-700-713-26500 SAFETY MATERIALS	724.12	724.12	4,500.00	84
030-700-713-26900 UNIFORMS	97.49	97.49	6,380.00	98
030-700-713-31000 TRAVEL & TRAINING	150.00	150.00	4,000.00	96
030-700-713-32100 TELEPHONE / INTERNET	1,251.75	1,251.75	6,000.00	79
030-700-713-33100 UTILITIES	3,621.88	3,621.88	31,000.00	88
030-700-713-35100 BUILDING REPAIR / MAI	0.00	0.00	8,000.00	100
030-700-713-35200 EQUIPMENT MAINTENA	12,185.75	12,185.75	8,800.00	-38
030-700-713-35300 VEHICLE MAINTENANC	231.11	231.11	6,900.00	97
030-700-713-39410 EQUIPMENTAL RENTAL	574.60	574.60	1,200.00	52
030-700-713-39500 DUES & SUBSCRIPTIONS	0.00	0.00	900.00	100
030-700-713-40450 INSURANCE	9,597.38	9,597.38	13,310.00	28
030-700-713-50100 SMALL EQUIPMENT	0.00	0.00	8,500.00	100
030-700-713-50300 CAPITAL IMPROVEMEN	6,375.00	6,375.00	373,875.00	98
030-700-713-50500 CAPITAL EQUIPMENT	0.00	0.00	35,000.00	100
TOTAL EXPENDITURE	<u>184,754.47</u>	<u>184,754.47</u>	<u>1,273,951.74</u>	<u>85</u>

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2022-2023

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	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
BEFORE TRANSFERS	-184,754.47	-184,754.47	-1,273,951.74	
AFTER TRANSFERS	-184,754.47	-184,754.47	-1,273,951.74	
910 DEBT SERVICE				
EXPENDITURE:				
030-910-910-60020 USDA LOAN PAYMENT-	0.00	0.00	92,425.00	100
030-910-910-60030 RESERVE FOR BOND PA	0.00	0.00	206,612.00	100
040-910-910-91061 LOAN PAYMENT - FIRE	53,540.72	53,540.72	53,541.00	0
TOTAL EXPENDITURE	53,540.72	53,540.72	352,578.00	85
BEFORE TRANSFERS	-53,540.72	-53,540.72	-352,578.00	
AFTER TRANSFERS	-53,540.72	-53,540.72	-352,578.00	
999 OTHER FUNDING USES				
EXPENDITURE:				
010-005-999-90000 CONTINGENCY	0.00	0.00	20,000.00	100
030-005-999-90000 CONTINGENCY	0.00	0.00	15,000.00	100
TOTAL EXPENDITURE	0.00	0.00	35,000.00	100
BEFORE TRANSFERS	0.00	0.00	-35,000.00	
AFTER TRANSFERS	0.00	0.00	-35,000.00	

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 COMMUNITY CENTER PROJECT-RECREATION COMPLEX (PHASE 2) ESTABLISHED 1/27/2020

	<u>BUDGETED</u>	<u>PAID IN FY 2022</u>	<u>9/30/2022 YEAR-TO-DATE</u>	<u>CUMULATIVE TOTAL</u>	<u>REMAINING BALANCE</u>	<u>% BUDGET REMAINING</u>
EXPENDITURE:						
070-300-000-19900 CONSTRUCTION COST	268,997.55			-	268,997.55	100%
070-300-000-19002 ARCHITECTURAL FEES				-	-	#DIV/0!
070-300-000-19008 ENGINEERING FEES				-	-	#DIV/0!
070-300-000-19003 FIXTURES & EQUIPMENT	8,452.24	16,295.00		16,295.00	(7,842.76)	-93%
070-300-000-19007 LANDSCAPING/SITE-WORK				-	-	
070-300-000-90000 CONTINGENCY				-	-	#DIV/0!
TOTAL EXPENDITURE	<u>277,449.79</u>	<u>16,295.00</u>	<u>-</u>	<u>16,295.00</u>	<u>261,154.79</u>	<u>94%</u>
FINANCING SOURCE:						
070-000-300-60010 TRANSFER FROM GENERAL FUND	250,000.00	16,295.00		16,295.00	233,705.00	93%
APPROPRIATED FUND BAL (FROM PHASE 1)	18,997.55			-	18,997.55	
070-000-300-60020 FUNDRAISING CONTRIBUTIONS	8,452.24			-	8,452.24	
TOTAL FINANCING SOURCE	<u>277,449.79</u>	<u>16,295.00</u>	<u>-</u>	<u>16,295.00</u>	<u>261,154.79</u>	<u>94%</u>

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 WATER TREATMENT PLANT EXPANSION PROJECT ESTABLISHED 6/28/2021

	BUDGETED	PAID IN FY 2021	PAID IN FY 2022	9/30/2022 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	
EXPENDITURE:							
061-300-000-19005	CONSTRUCTION ADMIN	- (TBD)	-		-	-	
061-300-000-19007	LEGAL SERVICES	- (TBD)	-		-	-	
061-300-000-19008	ENGINEERING FEES	339,880.00	23,850.00	316,029.98	339,879.98	0.02	
061-300-000-19009	INTEREST ON INTERIM	- (TBD)	-		-	-	
061-300-000-19900	CONSTRUCTION COST	- (TBD)	-		-	-	
061-300-000-90000	CONTINGENCY	- (TBD)	-		-	-	
TOTAL EXPENDITURE		339,880.00	23,850.00	316,029.98	-	339,879.98	0.02
FINANCING SOURCE:							
061-000-300-60031	TRANSFER FROM WATER CAPITAL RESERVE	339,880.00	23,850.00	316,029.98	-	339,879.98	316,030.00
061-000-300-60035	PROCEEDS FROM DEBT	- (TBD)	-	-	-	-	-
TOTAL FINANCING SOURCE		339,880.00	23,850.00	316,029.98	-	339,879.98	316,030.00

TOWN OF WEAVERVILLE
 GRANT PROJECT FUND
 CSLRF PROJECT (ARP) ESTABLISHED 7/26/2021

	<u>BUDGETED</u>	<u>PAID IN FY 2022</u>	<u>9/30/2022 YEAR-TO-DATE</u>	<u>CUMULATIVE TOTAL</u>	<u>REMAINING BALANCE</u>	<u>% BUDGET REMAINING</u>
EXPENDITURE:						
CSLRF PROJECT	1,283,394.62	-	-	-	1,283,394.62	100%
TOTAL EXPENDITURE	<u>1,283,394.62</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,283,394.62</u>	<u>100%</u>
FINANCING SOURCE:						
CSLRF (ARP) GRANT FUNDS RECEIVED JULY 2021	641,697.31	-	-	-	641,697.31	100%
CSLRF (ARP) GRANT FUNDS RECEIVED JULY 2022	641,697.31	-	-	-	641,697.31	
TOTAL FINANCING SOURCE	<u>1,283,394.62</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,283,394.62</u>	<u>100%</u>