Nashville Town Council
Regular Meeting

Tuesday, September 1, 2020
7:00 PM
Nashville Town Council Chambers
114 W. Church Street, Nashville, NC 27856

1. **Call to Order by Mayor Brown**
2. **Pledge of Allegiance**
3. **Prayer**
4. **Approval of Meeting Minutes**

   a) **July 28, 2020 – Called Meeting Minutes**
   b) **August 4, 2020 – Regular Meeting Minutes**

5. **Public Comments Period**

6. **Old Business**

   a) **Presentation of the South Creek Stormwater Drainage Study and Report.**

   b) **Consideration of SU 2020-02: Request for a special use for property located off E. Old Spring Hope Road, Zoning District M-F (Multi-family Residential) for the purpose of establishing more than one multi-family building on a single lot.**

   c) **Consideration of CP 2020-01: Request for a construction plat approval of a 41-lot major subdivision off Eastpointe Avenue, Zoning District R-4 (High Density Residential).**

   d) **Consideration of Resolution 2020-18: Resolution Awarding a Timber Purchase and Harvest Contract on 42-acres of Land Owned by the Town of Nashville.**

7. **New Business**

   a) **Discussion with Michael Hurt regarding residential development ideas for 608 Western Avenue. NOTE: Mr. Hurt has withdrawn his rezoning request (Z 2020-03) and his special use request (SU 2020-01).**

   b) **Consideration of the submission of Asset Inventory Assessment Grants to inventory and GIS map the Town's Water and Sewer Systems.**
      i) **Resolution 2020-19: Resolution Authorizing Submission of Water Asset Inventory Assessment Grant to the North Carolina Department of Environmental Quality.**
      ii) **Resolution 2020-20: Resolution Authorizing Submission of Wastewater Asset Inventory Assessment Grant to the North Carolina Department of Environmental Quality.**

   c) **Consideration of Proposal for Garbage Truck Financing.**
      i) **Resolution 2020-21: Resolution Approving Financing Terms**

   d) **Consideration of Preliminary Coronavirus Relief Funds Plan**

   e) **Consideration of Budget Amendments**
      i) **Budget Amendment #3 (Library Grant Funds)**
      ii) **Budget Amendment #4 (Flow Meter Study)**

8. **Mayor and Council Comments**

9. **Adjourn**

DRAFT Called Meeting Minutes **Tuesday, July 28, 2020**

The Town Council of the Town of Nashville held a Called Meeting on Tuesday, July 28, 2020 at 3:00 PM due to a quorum of the Town Council being present for the Nashville Downtown Strong Advisory Board Meeting. Members Present: Mayor Brenda Brown, Mayor Pro-Tem Kate Burns, Council Member Louise Hinton, Council Member Lynne Hobbs, and Council Member Larry Taylor. Absent: None. Staff Present: Randy Lansing – Town Manager, Lou Bunch – Human Resources Director and Interim Town Clerk, Sherry Moss – Planning and Development Director, Tina Price – Planner I/Code Enforcement Officer, Anthony Puckett – Police Chief, Chris Joyner – Fire Chief, and Tikela Alston – Library Director.

1. Mayor Brown called the meeting to order at 3:00 PM and welcomed those in attendance.

2. Mayor Brown led the Pledge of Allegiance.

3. Mayor Brown led the Prayer.

4. Mayor Brown turned the meeting over to the Nashville Downtown Strong Advisory Board

*The July 28, 2020 meeting minutes of the Nashville Downtown Strong Advisory Board serve as the official record for the advisory board meeting.

5. At the conclusion of the Nashville Downtown Strong Advisory Board Meeting, Mayor Brown called for a motion to adjourn.

Council Member Hobbs made the motion to adjourn, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown declared the meeting adjourned at 4:18 PM.

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Brenda Brown, Mayor

ATTEST:

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Lou C. Bunch, Interim Town Clerk

*A draft copy of the advisory board's minutes follow this page.

*FOR REFERENCE ONLY

DRAFT Nashville Downtown Strong Advisory Board Regular Meeting Minutes
Tuesday, July 28, 2020

The Nashville Downtown Strong Advisory Board held a Regular Meeting on Tuesday, July 28, 2020 at 3:00 PM in Town Council Chambers. Members Present: Chairman Dylan Bunch, Amy Beasley, Cindy Scheipers, Susan Phelps, Luke Whitehead, Brian Hutson, and Council Liaison Mayor Pro Tem Kate Burns. Absent: Carrie Conrad.

Staff Present: Randy Lansing – Town Manager, Lou Bunch – Human Resources Director and Interim Town Clerk, Sherry Moss – Planning and Development Director, Tina Price – Planner I/Code Enforcement Officer, Tikela Alston – Library Director, Anthony Puckett – Police Chief, and Chris Joyner – Fire Chief.

1. Chairman Bunch called the Downtown Strong Advisory Board meeting to order at 3:02 PM.

2. Chairman Bunch called for the first item as Discussion of Installation of Video Cameras Downtown with Live Feed to the Police Department for Monitoring and Enforcing 2-Hour Parking Limits Downtown. He then called on Mr. Lansing to begin the discussion.

Mr. Lansing stated that one of the concerns he has heard from the downtown merchants is about the 2-hour parking in downtown not being enforced. He commented that they have been trying to think of ways that we could be more proactive on the enforcement of the limit with our relatively small police force. He stated that he has come up with an idea to install video cameras on the north side of downtown that would send a live feed from those cameras to the police station where our records officer would passively monitor the feed. If the same vehicle is seen in the same spot for more than two hours, he could dispatch an officer to put a warning or parking ticket on the vehicle. Mr. Lansing informed the board that he and Chief Puckett have been working with High Tech Audio Video on a proposal to place video cameras on the street lights; two of those would be able to zoom in/out and two would have wide angle lenses. He noted that the proposal is not complete, however he wanted to present this idea to get feedback from the board. He added that it would probably cost between $10,000-$12,000 to put this system in place and that we would need the cooperation of Nash County since some of the equipment may be housed in the courthouse or the Mayo Building and we may need to rely on their routers in order to be able to live stream to the police station. Mr. Lansing asked for thoughts and opinions on this idea.

Mayor Pro Tem Burns stated that one thing that he did not expand on is that we are not allowed to chalk the tires of vehicles any longer. She asked Chief Puckett to speak on the case law that prevents this. Chief Puckett explained that *Taylor v. Saginaw* is a case in the 6th Circuit Court of Appeals which has ruled chalking tires unconstitutional because the touching of tires was found to be a violation of the 4th Amendment. He commented that he has been speaking with other municipalities to see how they are enforcing the parking issues; many are using what is called digital marking. Chief Puckett noted that he is looking at that software to see how that may offset some of this cost. He reiterated that police are no longer allowed to physically mark tires because of the *Taylor v. Saginaw* court case. Chairman Bunch asked Chief Puckett to explain digital marking. Chief Puckett stated that the way it was explained to him was for instance a valve stem is located at either the 1:00, 6:00, or the 9:00 position and that cameras would be in place that would monitor the valve stem and if it has not moved in a two hour period the software would tell you if the vehicle is in violation. If the vehicle is in violation, a picture would be taken as evidence when issuing the citation. Mr. Lansing commented that there is always the old-fashioned way where if someone observes a vehicle in a parking spot for more than two hours they could call the police department to issue a warning ticket. He explained that it would just be a warning ticket unless the observer is willing

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to sign an affidavit saying that they have observed this vehicle in this spot from this time frame to this time frame beyond the two hour time limit and also be willing to testify in court if it is challenged.

Susan Phelps asked how often the business owners call now. Mr. Lansing replied that he thinks the Council Members get a bigger earful on it than he does. Chief Puckett commented that he has spoken with some of the merchants downtown and he knows that is an issue, but it is an issue that we have to overcome from a technological standpoint. He added that they are trying to find the most economical digital solution without violating someone's constitutional rights. Chairman Bunch stated that as a business owner downtown, he can say that they complain about it a lot. He added that it is normally on Mondays and Fridays and it is mostly lawyers and sheriffs that are parking on the merchant side. Amy Beasley asked if this is a problem in Nashville, how it becomes an MSD funding project. She stated that we have funded a lot of things in downtown and that they have said that they want to make sure that Barnes Street, Church Street, and all of these areas flow but asked if we are just going to keep giving to the downtown block. She asked if they could use their revenues for other places rather than just downtown. She commented that they are never going to make it all look the same or be one if they continue to just contribute to downtown. She added that they have problems with this when the courts are in session and when there is a special trial going on. She suggested that the officers mark the street with chalk instead of the tires since the issue is really only for one or two days. She stated that she thinks they need to look at what they are going to do with Church Street and Barnes Street before they contribute any additional funding to the main street area. She suggested looking at grants or another type of funding for the equipment. Brian Hutson asked if it would be a one-time charge or if it would be ongoing. Mr. Lansing replied that there would probably be a monthly fee on the live streaming, but that has not been all vetted out yet. He commented that it has been somewhat of a challenge to get the vendors to come and take a look, then get with their suppliers, and to see if what we want to do is possible.

David Bradley suggested that they do the same thing as what he coffee shop has done and put one parking space in front of each business that would be theirs. Mr. Lansing noted that on the south side of the street we have 26 parking spaces and 20 businesses; something like Mr. Bradley's suggestion may work, but when it is full it is full. Jill Boone asked what happened with posting public parking signs for the courthouse parking lot. She commented that it seems like to her that would be the first place to start. She stated that most people that come to town for court do not realize that this lot is public parking and since the street fronts are empty at 8:00 am, that is where people are parking and that there has been no enforcement for a couple of years. She agreed with Ms. Beasley that marking the pavement would be a simple solution to marking the tires. She suggested using a different color of chalk each day. She asked why they can't start with simple things that do not cost $15,000. She asked that they start off simply enforcing the laws that they have instead of trying to create more problems.

Mayor Pro Tem Burns commented that they have not talked about signage for quite some time. Ms. Boone stated that she doesn't see the need to keep meeting if nothing is going to change. Susan Phelps commented that they had talked about this during the strategic planning session with Hilliary Greenburg and if the signage would be something that Nash County could help with since they are sharing space, but that this is part of a larger parking issue and not just for this block. She suggested that they start looking at a plan for the entire district and a parking plan as part of that versus spending $10,000-$12,000 for software that will still need manpower to enforce it. She commented that she thinks it is just part of a larger parking plan study that needs to happen for the whole district. Council Member Hobbs asked if it were possible to make the whole merchant side of Washington Street parking for the merchants only. Mr. Lansing replied that he does not know what would prohibit us from doing so. Ms. Phelps commented that you would still have to enforce it though. Mr. Lansing commented that when it comes down to enforcement, we have the

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2-hour parking signs in front of every third stall and people still park there without paying much attention to it. He noted that he did reach out to Zee Lamb to see if Nash County would be okay if we direct people to the County's parking areas and Mr. Lamb said that he would review that and get back with him, however he has not heard anything back yet. Ms. Boone stated that Chairman Robbie Davis had told her that it shouldn't be a problem, but evidently it is a problem. Mr. Lansing informed everyone that he has reached out to Bobby Liverman with NCDOT, who said he would give permission for signs to be placed on the cross arms of the stoplights at Boddie and Barnes, but he wants to see them first. He added that he had Glasgow come up with a design and a cost estimate, but the color, font, and size need to be decided. He suggested maybe a blue sign with white letters. Ms. Boone stated that she had suggested a digital sign where advertising space could be sold on it to cover the cost of the sign. Mayor Pro Tem Burns asked about placement. Ms. Boone replied that it would be on the corner of the parking lot and would be sort of a cube shape. She stated that before the town installed cameras, she would rather see parking meters out front.

Mayor Brown commented that she thinks if there were some consequences such as a ticket then people would stop parking there. Ms. Boone added that there is no substitute for seeing police officers downtown, walking the street, and marking the pavement. She commented that they do not see officers downtown any longer. Chairman Bunch asked if there was any further discussion. Ms. Phelps stated that she will follow up with Nash County on making sure it would be okay to direct with a sign and will follow up with Mr. Lansing. She added that she likes the idea of the signs on DOT's lights to direct people in the interim; that will not cost a whole lot. Mayor Pro Tem Burns commented that we need something that directs people as they are driving and something that says here it is. Ms. Beasley commented that she thinks that they do need additional parking and that the corner lot would have been ideal but that is in the past; there are a few other places the town could purchase which would be a good plan. She added that if you are trying to make Barnes, Church, and Washington combined for an easy flow they are going to have to have parking or a sidewalk that will lead you from Church Street or where you could park at Church Street and be able to walk up the hill; that maybe the backsides of the buildings could be used. She stated that they need to think about future planning and how we are going to mend everything together. Ms. Beasley also commented that she thinks they were talking about that during the strategic planning sessions and stated that they need to come up with a plan if they are going to have growth.

Chairman Bunch agreed with Ms. Beasley and then stated that the back alley behind the buildings needs to be paved. He added that the town is just adding dirt and gravel to a problem. Council Member Hinton pointed out that in the past we had a 100% grant to take care of the alley, and that we owned a lot at the corner of Church St. and Boddie St. but the town gave it away for $32,000, meanwhile she was the only one on the Council that voted against it. She stated that we had no vision and it is time for us to have some vision. She added that we have had opportunities but we have wasted them. Mayor Pro Tem Burns commented that she does not think that everyone is aware of the grant behind the buildings that Council Member Hinton had spoken of and asked her to elaborate. Council Member Hinton stated that the Town had a $1M grant from the Department of Commerce to revitalize downtown and then asked Ms. Beasley if she remembered it. Ms. Beasley added that it was when Preston Mitchell was here and that they tried to get all of the owners to buy in to the idea of paving that area and making it a really nice area. She stated that they would not buy in to it and now we could have been steps ahead of where we are now. Jo Anne Cooper commented that she thinks the reason it was not bought into was because it is private property and when you use public funds they were told it would then become public property. Ms. Beasley added that they would have had to get a right of way. Ms. Cooper added that those merchants, store owners, and property owners have very few parking spaces of their own behind the buildings, and if they had allowed the public then they would have the same problem with parking in the back as they do in the front of the buildings. She stated that that was the problem that they ran into there. Chairman Bunch stated that when

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the Town comes and adds dirt to the holes in the alley, that is also spending public funds on private property. Ms. Cooper replied that these funds were from a grant. Chairman Bunch explained that they are using public funds on private property now by having the Town come and add dirt to the alley to smooth it out. Ms. Cooper stated that if they could pave the alley without making it public parking then that would be fine, but they had always been told that you could not use that grant money and not allow the public back there. Chairman Bunch asked how they are stopping public parking back there now and stated that in talking with the Town Attorney that we do not know who owns the alleyway. Ms. Phelps asked how the conversation went with pursuing getting the right of way from the tenants and commented that the way she sees it is that every property owner owns vertically and that road goes across every single property. She asked how they would start the conversation to allow the right of way with the paving and with additional parking to make our merchants happy.

Edward Glen Smith replied that the businesses do own it, but since the Town has a sewer line under the alley he asked if the Town already has the right of way. Mr. Lansing noted that the Town has an easement. Ms. Beasley commented that they probably could have gone ahead back then and recorded a deed to that property as the easement. She stated that from what she understood, they could have done that back then, but some of the owners were so scared that we were going to take away their parking instead of making it attractive. She commented that she thinks if they make it attractive on the backside then the businesses could have an entrance on both the backside and front side of the building, or they could use the alleyway to go to the front. Ms. Beasley added that they need to stop having a shield in front of us and start thinking outside of the box if we really, truly want to improve Nashville. Ms. Cooper commented that she does not think it is a shield or that the property owners don't want it to be nice back there, but if people start coming to the back to use the back entrances, then one store's customers will be parking on another store's property. She stated that there is limited access back there anyhow and she does not think it is a problem of people wanting it to look better, but it is that some businesses have no parking back there already. Chairman Bunch added that the purpose of being a downtown business is to drum up business for his partners and that he views it as people that are going to Jody's gives them an opportunity to come to Providence Bank or to the Corner Coffee Café. Ms. Cooper asked Chairman Bunch what he would do if he came to work and the breakfast crowd from the Nashville Exchange was parked in his parks. Chairman Bunch replied that if it became an issue with her employees parking there, then he would speak with Ms. Hattaway about it, but if it is customers then he would not be mad about it because the downtown businesses should be working together to bring business to each other. Ms. Cooper stated that she is not trying to be negative, but the realistic part is that there is a parking issue; if there was a way to do this where the property owners can feel very comfortable that their property is not going to be used for someone in court that found out that they could park back there then that would be fine.

Jill Boone commented that one thing she has realized during COVID is that she does not have a customer problem, she has a parking problem; since the courts have not been in session, her sales have been "out the roof" and that she has had people come in that have said they have been trying to come for years but have not been able to find a parking space. She stated that she does not think they have a customer base that cannot park because of not having enough parking, but they do have a courthouse parking problem where there are people in the court until at least 2:00 using their parking spaces. She added that the court being closed during COVID has been the best thing for her business. Mayor Pro Tem Burns asked Ms. Boone if she thought there were enough spots in the front if they just had the courthouse parking behind the courthouse. Ms. Boone replied that she does and she thinks that they could start by just enforcing the laws that they already have and then they could revisit it in six months. She asked why they could not just start with the fundamental issues first and then move from there. She added that a lot of the issues are from people not realizing that they can park in the courthouse parking lot.

Ms. Beasley asked to go back to the issue behind the buildings and commented that for her if the bank lobby is full then she is happy and she will park in the furthest park away from her building because she wants her customers to be able to come and patronize the bank; she stated that she feels like if Edward Glen's parking lot is full and he does not have a park, then he might be parking down the hill at the bank so he can serve his customers because that is what we want – we want more people in this town. She stated that they do need to make sure that if they do pave the backside that they are nice to everyone back there. Ms. Phelps commented that she thinks Ms. Beasley touched on it being a parking perception, not a parking problem. She added that they have vacant buildings in different areas that have plenty of parking, but she does not have a single business that wants to go in those buildings because they like the visibility of where they would be in the central business district. She commented that she thinks they could start this process with some signage and she would be glad to get that started; she also encouraged the board and the Town to really look at a plan, which includes parking and the back alleyway. Ms. Phelps emphasized that they need a professional to help them understand how to go through that process. Ms. Beasley asked if they could get another grant like they had before. Ms. Phelps replied that she would suggest to have a plan ready with action items so that when the funds are available we could get those; anytime you apply for grants through NC Commerce and Main Street, they want to see that you have put thought and effort into a plan. She added that right now Nashville does not have a step by step process for a five-year plan to indicate what would be done in the first three years. She commented that she thinks that starting the process with Hillary Greenberg and Bruce Naglean was a great thing, but if we could get that plan on paper then we could start going after things like that.

At this time, Chairman Bunch asked Ms. Phelps to introduce herself for those that may not know her. Ms. Phelps introduced herself as Susan Phelps from Nash County Economic Development. He also introduced Sherry Moss, the Town's new Planning and Development Director.

Luke Whitehead stated that those in this room are familiar with Nashville and the alleyways and other places to park, but that for those who are not familiar with the area our signage is awful. He commented that this does not mean that they need to come in like some non-experts and determine where signs should go; they need to talk with some folks who know what they are doing. He stated that they know how downtown operates, but those coming in to town are not going to know and will naturally look for the first parking space available. He added that he thinks it is not just a parking issue, it is also an accessibility issue. He suggested visiting other towns and seeing how other people are doing things. Mr. Whitehead also commented that this is also a revitalization issue and he does not know how putting $15,000 towards cameras would go towards revitalization; he would like to hear from the business owners on the revitalization of downtown.

Chairman Bunch stated that he thinks they have gotten some good ideas on this issue that they can work on to move forward. He stated that they need to work on signage and possibly have a professional help in that area. Mr. Lansing commented that an inexpensive start would be to have staff also work on a parking plan for the next meeting and see how that goes. Mayor Pro Tem Burns added that the second issue they need to work on is enforcement. She asked Chief Puckett if it would work to chalk the ground instead of tires and start enforcing parking in downtown. Chief Puckett replied that he did not know if that would be a problem but it is something he can look into trying. Mayor Pro Tem Burns asked Chief Puckett to look into it. Council Member Taylor asked Ms. Phelps if it would be possible to have the County send out a memo to all County employees and to the court system including the attorneys to start utilizing the entire west side parking lot to free up the business parking. Ms. Phelps replied that Nash County had already sent out a memo to staff to reiterate where they should park, and commented that she thinks that is something that they could easily coordinate through the court system; she also suggested educating the public on where

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they should park when they have a court date. Ms. Phelps stated that she thinks if they can confirm that we can put some signage up and when the signage is installed, that it could then be sent out as a branding. Chairman Bunch commented that they could maybe use that parking lot to help the businesses.

3. Chairman Bunch called for the next item as Brainstorm and Discuss Redevelopment Ideas for Vacant Downtown Buildings.

Ms. Phelps suggested that maybe a good use of the MSD funds would be to start the process of creating a technical plan of the downtown area, using professionals. She commented that the developers that show interest in our community want to see a plan and want to know what makes Nashville different than other towns. She explained that the plan can help guide the board as to how they want to redevelop the district. Ms. Phelps commented that the plan for Barnes Street will look a little different from that of Nashville or Evans Drive. She added that every developer she has talked to only does mixed use and they want the ability to have commercial on bottom and residential on top or residential close by. She commented that Nashville already has a great residential base built into it that has that walkability to our downtown. She asked how they could merge that a little better when thinking about the MSD district so they could start that mixed use here. Mayor Pro Tem Burns asked Ms. Price about an ordinance amendment that was passed a couple of years ago that would allow apartments above the buildings. Ms. Price confirmed that there was an amendment to the zoning ordinance. Chairman Bunch commented that they have had no interest in that yet. Ms. Phelps commented that we do not have the capacity in downtown's inventory to really have that above; there are only a couple of spaces. She stated that she does have some examples of what is being done in other communities; there is an entire system in North Carolina that has been very successful at redevelopment and they have programs in place that could easily be put in place in Nashville.

Ms. Phelps stated that she has some brainstorming ideas that she is happy to send out to the board. Mayor Pro Tem Burns commented that she is interested to see what that looks like so they could get try to get public opinion and everybody on board. Chairman Bunch commented that one of the Main Street Program's biggest successes was Downtown Wilmington where their MSD, Chamber of Commerce, and Merchant's Association starting buying the undesirable buildings, cleaning them up and reselling them to the community. He commented that this is one of the ways they can control how growth happens. He mentioned that we have a lot of buildings that you would not want to step into, such as the one on the alleyway, and commented that it is a shame. Chairman Bunch stated that in order to start getting people to come downtown, we have to come up with a plan that shows we can help them either get started or get to the next level.

Mr. Lansing asked if there was a course of action. Ms. Phelps replied that she would be glad to share some companies that they could start talking that can go through a planning process to get a budget number to see if this is something they want to spend the money on. Ms. Beasley asked who the company was that the Town used before. Council Member Hinton replied that it was Wooten Company. Ms. Beasley suggested they could look at some of the old files that showed the plan. Ms. Phelps commented that she thinks if they could take a comprehensive look at the entire district then that would prioritize and target where the spending should go and what the initiatives are for the next couple of years. Ms. Phelps was asked if she had spoken with Larry Hyde. Ms. Phelps replied that she has talked to him about his properties; she has specifically talked to two developers about the furniture building. The developers liked the idea of the building and loved the idea of commercial on bottom and residential on top in the middle section; the hang up for it is the back warehouse addition because it serves a very specific purpose for a very specific use. She stated that they could not get an amenity based business to come in and it would have to be another furniture building that needed a lot of storage or something like that. One of the developers indicated that

ideally he would take that building with commercial on bottom and residential on top, tear the warehouse down, and make it a public/private parking lot for the main district. She commented that this is just brainstorming but having a plan would help market the properties to the right developer; showing the town's buy-in would also make it more attractive.

Mayor Pro Tem Burns asked how we would show our buy-in when we have business owners that don't need to or want to sell their properties. Ms. Phelps replied that we have not had a product out there to promote for them; she commented that we would build on an idea, we would market it, and we help them see that they do not have to hold on these properties. She indicated that Mr. Hyde is very adamant that he wants to sell it, but showing a developer how that would make and meet on his bottom line might be a little harder.

Ms. Scheipers stated that if they brought a commercial property maintenance ordinance in then they would see people change their minds. Chris Sandy asked if any of those properties were on the Historical Register. Jo Anne Cooper replied that the entire downtown district is on the National Register but not on the local register; there is no local historical society and that has been the issue with not putting it in place locally. She noted that the entire district from Faith Christian Ministries to Nashville Furniture is on the National Register, but it is named in one district not by building.

Mr. Lansing commented that with regards to the redevelopment, a possibility would be with the three properties owned by the Joyner Family on Boddie Street. There is a trend where people want to reside in row houses in a downtown area that has the specialty shops, restaurants, wineries, breweries, and distilleries to go visit and frequent and they want to be in close proximity to that. These three properties could be purchased, the houses demolished, and then replaced with 2-story row houses all the way to the furniture store. Parking would be in the back adjoining the library parking lot. The two vacant properties on the other side of Boddie Street that are owned by Larry Hyde could be rehabbed into breweries. He commented that it is very trendy and thinks that it could happen in Nashville. He mentioned that if something like this were part of a plan then he could see a developer making something like that happen. He also mentioned the idea of putting a bike path down the sewer outfall line from Nashville to Rocky Mount; we own the easement already. He commented that this community can have anything it wants, it's just a matter of working for it.

4. Chairman Bunch called for the next item as Review and Discuss a Commercial Property Maintenance Ordinance.

Mr. Lansing provided a draft Commercial Property Maintenance Ordinance. He stated that the Town of Nashville does not currently have one. He commented that they will be surprised that it takes two years for a town to effectively deal with derelict commercial properties. This ordinance would at least put a process in place; his hope would be that this would motivate the property owners to work with the town to improve the property. Council Member Hinton asked if we used the minimum housing process for the property on Lumber Street; this process took three years. Ms. Price replied that we did use minimum housing for that. Mr. Lansing noted that we do have a process on the residential side, but nothing on the commercial side. Mayor Pro Tem Burns asked if fines were an option available to us; Mr. Lansing replied that we would not get to collect any money until after the two years. She asked if we could fine the property up until that point; Mr. Lansing replied that it would be a lien against the property. Council Member Hinton commented that there is a lengthy appeal process. Mr. Lansing acknowledged that there is an appeal process. Council Member Hinton asked who the Code Enforcement Officer would be. Mr. Lansing replied that it would be the Planning Director for this purpose; it would also involve Nash County Building and

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Inspections. Council Member Hinton commented that her understanding is that this would not grandfather anyone in. Mr. Lansing replied that it would not; the General Statues allow for this.

Ms. Beasley commented that she thinks this is lovely because if they do not put something in place then they are going to keep on with the same issues; either they are going to make a decision to improve Nashville or stay the same way. She thinks that putting something in place will start a positive process for the Town of Nashville. Ms. Phelps stated that this is not uncommon; many places have this. Mr. Lansing asked for everyone to read over the ordinance and be ready to discuss it at the next meeting. Ms. Phelps asked if this would be town wide. Mr. Lansing replied that it would be, but it is only for commercial and industrial properties.

5. Chairman Bunch called for the discussion of the use of a Nashville logo on t-shirts, bumper stickers, etc. that can be sold by the Chamber and local businesses to raise money for downtown shops affected by COVID-19 and the recent flood.

Mayor Pro Tem Burns stated that Georgia Brown was moved by the recent events and has agreed to allow the use of her copyrighted Nashville logo or an alternate version of it to use on t-shirts, bumper stickers, etc. to be sold by the Chamber with the proceeds going to the businesses affected by COVID-19 and the recent floods. Ms. Phelps commented that she likes the idea and has seen something like it in other communities including Tarboro. She thinks the biggest thing is finding a non-profit partner to support the sale because the MSD could not do it as an advisory board. Mayor Pro Tem Burns asked for input from the Chamber. Jo Anne Cooper suggested that a group could get together and brainstorm on different options that may "pop" a little bit more. Mayor Pro Tem Burns replied that the design is free to be tweaked in any way and Ms. Brown is willing to do what is needed. Ms. Cooper suggested looking at ideas from a diverse group since they are looking at selling it to the public. She did not think that the Chamber would mind working with local businesses, but there needs to be a plan for how it would work (i.e. consignment).

Chairman Bunch asked Mayor Pro Tem Burns if she would follow up with the Chamber on that. She replied that she would. Ms. Beasley suggested that if it was going to be sold by the downtown area that the downtown front line be used instead of the graphic presented. Mayor Pro Tem Burns stated that she understands this logo could not be adopted by the downtown because many of the buildings on it are not in the downtown area, but this idea would be used just to benefit the businesses downtown. Ms. Cooper also noted that the bestselling times for gifts like this would be in the late Fall through Christmas. Mayor Pro Tem Burns asked if they do not think this is something worthwhile or would benefit the businesses enough to make a difference; Ms. Cooper replied that there is not a lot of profit in it. She suggested having people brainstorm on other things. Mayor Pro Tem Burns suggested that they have a silhouette of the downtown to use as a logo for Downtown Strong for branding. Jill Boone commented that she does have people that come in and want a Nashville t-shirt, but it does not happen every day. Luke Whitehead commented that he disagrees with a lot of what is being said because they are missing out on an entire generation and the things that they like. He mentioned that in Nashville, Tennessee they sell t-shirts that just say "NASH" and they cannot keep them in stock and the reason is because of a sense of pride. He commented that they are missing the fact that young people wear things because it is a sense of pride; Nashville has as sense of pride about it but he thinks sometimes we get stuck in our "echo chambers" of not thinking about other ways of doing things. He stated that everybody has a decal on their vehicle; he suggests talking to younger people about what things would help bring that pride in. Mr. Whitehead commented that when he showed the logo to some of the young people, they loved it.

Ms. Cooper commented that she does not think this is a bad idea, but this is more of a long range plan and not for short term fundraising. Ms. Boone agreed. She also commented that most people do not

DOWNTOWN STRONG ADVISORY BOARD

like a front shirt image and suggested using that image on the pocket and another cute/trendy image on the back. Ms. Phelps commented that they may have missed the window for the COVID relief side of it. Ms. Cooper noted that Spring Hope did a virtual reverse raffle and something like that could be done for a quicker return; she commented that this logo idea is a great idea, but it is just not a fundraising idea.

6. Chairman Bunch called for the next item as Distribute the 2020 Downtown Nashville Economic Vitality Plan prepared by Hillary Greenberg of Greenberg Development Services.

Chairman Bunch stated that there is a lot of information in this plan. Ms. Phelps commented that this plan came out of the Downtown Strong Program, which is an arm of the Hometown Strong Program which is Governor Cooper's initiative; Nash County is participating in that this month. She stated that Ms. Greenberg is sought after for her presentation on downtown development and is very well known and has a lot of good information in the plan. Council Member Hinton pointed out pages 13-14 and asked for everyone to read those because those pages are "key." Mr. Lansing asked for the board to read the plan before the next meeting and they can pick out 3-5 different items that they would like to work on and come up with steps to accomplish them. Council Member Hobbs also pointed out page 48, which she noted has a good working list to use as a jumping off point. Ms. Phelps added that one of the action items on page 48 was the available properties in the MSD and her team was able to go ahead and complete that.

Mr. Lansing also informed the board that staff sent an invitation to this meeting to the MSD members and included a request form in case they want to stay informed on what the MSD is doing, and receive agendas and minutes.

7. Chairman Bunch called for the announcement of the next meeting. After discussion, the next meeting was scheduled for Tuesday, August 18th at 5:00 PM.

8. There being no further business, Chairman Bunch called for a motion to adjourn.

Susan Phelps made the motion to adjourn, seconded by Brian Hutson. There being no discussion, Chairman Bunch called for a vote. The motion was unanimously approved (6-0). The meeting adjourned at 4:18 PM.

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Dylan Bunch, Chairman

ATTEST:

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Randy Lansing, Town Manager

DOWNTOWN STRONG ADVISORY BOARD

DRAFT Regular Meeting Minutes **Tuesday, August 4, 2020**

The Town Council of the Town of Nashville held a Regular Meeting on Tuesday, August 4, 2020 at 7:00 PM in Town Council Chambers. Members Present: Mayor Brenda Brown, Council Member Louise Hinton, Council Member Lynne Hobbs, and Council Member Larry Taylor. Absent: Mayor Pro Tem Kate Burns. Staff Present: Randy Lansing – Town Manager, Lou Bunch – Human Resources Director and Interim Town Clerk, Tina Price – Planner I/Code Enforcement Officer, Sherry Moss – Planning and Development Director, Chris Joyner – Fire Chief, Lee Brown – Public Works Director, Anthony Puckett – Police Chief, and Tikela Alston – Library Director. Others Present: Kevin Varnell, Stocks Engineering.

1. Mayor Brown called the meeting to order at 7:00 PM and welcomed those in attendance.

2. Mayor Brown led the Pledge of Allegiance.

3. Mayor Brown led the Prayer.

4. Mayor Brown called for the Approval of Meeting Minutes.

    a. There being no corrections, Mayor Brown called for a motion to approve the July 1, 2020 – Agenda Meeting Minutes. Council Member Hinton made a motion to approve the minutes as written, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The minutes were unanimously approved (3-0).

    b. There being no corrections, Mayor Brown called for a motion to approve the July 7, 2020 - Regular Meeting Minutes. Council Member Hobbs made a motion to approve the minutes as written, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The minutes were unanimously approved (3-0).

5. There were no Public Comments.

6. Mayor Brown called for Old Business.

    a. Mayor Brown called for Consideration of Resolution 2020-17: Resolution Awarding a Construction Contract on the Windy Oak Drive/Laurel Springs Drive Drainage Improvement Project.

Mayor Brown gave a summary of the issue: The storm water drainage system in the Windy Oak Drive and Laurel Springs Drive neighborhood does not have an over the land route for storm water to flow when the drainage system's capacity has been exceeded. This causes the storm water to backup and flow across abutting residential lots. The Public Works staff, working with the Town Engineer, has developed a construction project to build an over the land route for the excess storm water to flow, and has prepared written specifications for the project. Three area excavating contractors, all of who are qualified to construct such a project, looked at the project – Ed Braswell & Sons Construction of Rocky Mount, SAC Enterprises, Inc. of Nashville, and Weaver's Asphalt & Maintenance Company of Rocky Mount. Two contractors have submitted bids: SAC Enterprises for $29,710 and Weaver's Asphalt for $43,000. The FY-21 Stormwater Budget contains $30,000 for small drainage improvement projects. The Manager's recommendation is to approve Resolution 2020-17: Awarding a Construction Contract on the Windy Oak Drive/Laurel Springs Drive Drainage Improvement Project.

Mayor Brown asked the Council if they had any comments on this issue. Mr. Lansing stated that they have executed a contract with Stocks Engineering to study the storm water drainage in this area. He commented that Kevin Varnell is now far enough along with this project and has a follow-up report for the Council, which will have some impact on the recommendation. Mr. Lansing turned the meeting over to Kevin Varnell. Mr. Varnell distributed an aerial map of the area and a summary of the proposed solutions.

Mr. Varnell explained that the "Level of Service" is the storm event that the current stormwater system will handle. For this area the current level of service is a one year storm event; anything above that will start to back up water into Par Drive and Windy Oak Drive, and will begin to go over the road. He explained that they have separated Par Drive and Windy Oak Drive so that they could talk about the two different areas. He noted that in a 10 year storm event, Par Drive had 1.25' of water in the street, which equates to 15" of water, and this is what we experienced during the last storm event. He also noted that if you look at the 100 year flood event, Par Drive would go 2.2' under water. Based on these models, a 100 year flood event would flood the homes on Par Drive with the current drainage system that we have in place. He also noted that Windy Oak Drive currently has a one year level of service and that a 10 year storm event would overflow the road by .5', and a 100 year flood event would overflow the road by 1.6'.

Mr. Varnell explained that the issue is the pipe size on Windy Oak Drive. There is currently a 24" pipe that goes from Windy Oak Drive through South Creek over to Laurel Springs Drive; this pipe is what is causing water to back up. He noted that Par Dive is a foot below the Windy Oak Drive pipe. Mr. Varnell continued by stating that before it can overtop Windy Oak Drive, around a foot of water is backing up into Par Drive. He explained that this is why we are seeing the conditions that we are. Mr. Varnell stated that they have come up with three proposed solutions. The option of lowering Windy Oak Drive by two feet, although the most cost effective, would still have only a one year level of service and would not change anything for the current situation on Par Drive; there would still be around .4' of water for a 10 year event, and 1.6' for a 100 year event. This is considered unacceptable as you cannot drive through it. He did note that this option would increase to a two year level of service on Windy Oak Drive, however a 10 year storm event would increase the depth of the water to 1.1' while a 100 year storm event would increase to 2.1' feet of water.

The second option is to install a 36" pipe beside the existing 24" pipe from Windy Oak to Laurel Springs. This option would give a five year level of service on Par Drive, with a 10 year storm at 0.2' and a 100 year storm at 0.8' of water. Windy Oak Drive would also have a five year level of service, with a 5 year storm at 0.1' and a 100 year storm at 1.2' of water. The third option is to install a 48" pipe beside the existing 24" pipe from Windy Oak to Laurel Springs. This is the best option, improving the level of service to ten years on both streets and reducing the 10 year storm levels to 0 on both Par Drive and Windy Oak Drive, and reducing the 100 year storm levels to 0.7' and 1' respectively. Mr. Varnell pointed out that this would increase the impervious stormwater basin where the water goes under South Creek Drive by 0.33'. He commented that based on his conversations with the homeowners, they have never seen that ditch overflow and go over top of the road. Mr. Varnell added that after running the models, it seems to match up with what the homeowners have said. He commented that they feel like the 0.33' is still an acceptable level of service for that crossing South Creek Drive. Based on these proposed solutions, Mr. Varnell stated that they did not feel like the proposal that the Council had initially received would accomplish much seeing that it would make Par Drive better but it would make Windy Oak worse for the four homeowners in the cul-de-sac.

Mr. Varnell gave some other general observations. 1) The retention pond on Par Drive is doing very little; the storm system is actually backing up into that pond before it has a chance to do a lot. That pond is not currently being maintained. 2) Par Drive is constructed approximately 1' below the Kelly

property at 215 Windy Oak Drive, which means as the water backs up Par Drive would go one foot under water before anything would spill over. 3) The existing 24" pipe under Windy Oak carries 24 CFS (cubic feet per second); the 5 year storm is event is 53 CFS and the 10 year storm event is 80 CFS. He explained that if they are looking at designing this at the 10 year storm event, which is considered normal for a street, then we are about a quarter of what we need as far as flood capacity. 4) The Kelly House crawlspace sits right at the Windy Oak Drive overtopping elevation which is why he experiences water through his crawlspace. Mr. Varnell added that the real concern to us is Par Drive.

Council Member Hinton asked where the developer fits into this. Mr. Varnell replied that how it probably happened was that South Creek was developed several years ago and that pipe was really undersized for handling any flow coming to it; it was probably backing up water into the Par Drive area the entire time it was undeveloped. Without tracing it all the way down stream, there is no way to know where that system really goes. The Par Drive area met the criteria, but there was an issue downstream that caused the initial issue and it was probably always backing water up into that area, however it went unnoticed until houses started being built. He added that it was probably happening all along since a 10 year storm event happens every ten years, but there was no one there to see it. Mr. Varnell commented that he thinks they met the criteria for the subdivision based on what the current standards are for Nashville, but the issue with Par Drive is really something that happened over in South Creek long before Par Drive was built.

Council Member Taylor asked if it would help the neighborhood any if the retaining pond was deeper. Mr. Varnell replied that the retaining pond is not really the issue and that it is insignificant to the stormwater area that we need; the pond being bigger or deeper does not serve any purpose. He commented that the solution has to be something to go along with Windy Oak and allowing the water to get out of there. Council Member Taylor asked where the water goes when it leaves the neighborhood. Mr. Varnell replied that it goes over to Laurel Springs into a canal that runs across on South Creek Drive; the water runs to the south of Nashville and ends up in the swamp that crosses Old Spring Hope Road.

Council Member Hinton asked if Mr. Varnell was recommending the 48" pipe. Mr. Varnell replied that they have not finished the report, but he did have enough information to talk about it tonight. He stated that they do not really have the specs to backup what they are doing, but if they use the City of Raleigh Road Design Specifications what they want to see is a 10 year storm level of service and then an overtopping of the one year of no more than a foot. He noted that they based the last model on the City of Raleigh's design criteria to give them something to design to. Mr. Varnell answered by stating that if he had to give a recommendation then this model meets all of the criteria that we would like to see in that situation. He noted that if they went with option 2 and the 36" pipe, then they would already be digging a trench so why would they not go ahead and put in a bigger pipe; the only difference would be the cost of the pipe. Council Member Hobbs asked if they would need to receive new bids. Mr. Varnell replied that it would be a completely different solution than what they have in front of them; the solution the Council has in front of them would not give the final result that they want to see and he thinks it would fix one area but make the other area worse.

Mayor Brown asked if they would need to table this item until new bids or information is received to approve it. Mr. Lansing asked if Mr. Varnell would have the full report and a recommendation for the September 1st meeting. Mr. Varnell replied that they will have the report before the next Council meeting, along with a cost estimate. He added that he is not sure if they can get those prices back that soon, but they can try. Council Member Hobbs asked Mr. Varnell if he knew of any other potential issues town wide where we may see something like this again. Mr. Varnell replied that he is sure there are some isolated areas in the town, but he has not heard any complaints recently. He commented that the problem with storm events is that storms affect different areas different ways. He stated that there are some drainage issues that

are smaller in nature. Council Member Hobbs asked if there was anything that could be done on Washington Street in the vicinity of Dos Hermanos. Mr. Varnell stated that the Par Drive issue is from a small pipe; the issue with Dos Hermanos is Stoney Creek. He explained that Stoney Creek got too much water too quickly and backed up on us; these are two different issues. He commented that he is not going to say there are no solutions, because there are; however they are not realistic. He stated that those businesses need to be built up, and there is not necessarily anything to be done to Stoney Creek because there is too much water to be addressed. Council Member Hinton mentioned that keeping Stoney Creek cleaned out would help. Mr. Varnell agreed and added that there are always things that could be done, but there will always be a storm event that floods something in town.

Council Member Taylor stated that this is the second time that this issue has come before the board and that he is in favor of something being done to alleviate the problem. He noted that they already are looking at solutions to correct this problem, but they have not done anything yet with the issue at Winwood/Indian Trail. He expressed concern that they do not have anything to help those residents in Winwood. Mayor Brown asked Mr. Lansing if they have looked at that issue. Council Member Hinton commented that it has been addressed over the years, but it has been piecemeal. Mr. Lansing informed the Council that Nancy Nixon with Nash County put him in touch with Jason Pleasant with NCDEQ about a buyout program; he has also reached out to Merrie Jo Alcoke with Governor Cooper's office who has provided some information as well. Mr. Lansing stated that he is receiving information on a CDBG (Community Development Block Grant) flood buyout program and he is hoping to make an application for that but that he is still waiting to receive the application. He explained that Housing and Urban Development funds the CDBG, and that some of those funds were set aside to help people with reoccurring flood problems in specific neighborhoods. He commented that he thinks a lot of the residents in Indian Trail would qualify for that program. Mr. Lansing stated that the problem for that area is the volume of water and he thinks the solution is to simply buy those residents out and put them at a higher elevation. He apologized that this process is taking so long. Council Member Taylor asked if those residents were willing to adhere to the buyout program. Mr. Lansing replied that several residents that he has spoken with are willing; two residents in attendance at the meeting stated that they were willing. Council Member Taylor told Mr. Lansing that he appreciated the information and asked him to continue to follow through with it.

Council Member Hinton mentioned that the two properties that were recently bought out were a result of Hurricane Matthew and pointed out that it has taken this long to for it to come to fruition. Mr. Lansing noted that that particular program was through FEMA; this program would be done through HUD. Council Member Taylor commented that if this is a good program he does not think these residents need to wait another four years; he mentioned that he was told that this subdivision should have never been built to begin with. Mr. Lansing replied that we know that now today. Council Member Hinton commented that this is why they need to keep the developer's "feet to the fire" because there is a lot of land around here that is wet land. Mr. Varnell informed the Council that up until around 1960 they were not collecting a lot of stormwater data but that these water events that they have had are giving them more and more information and that is why the flood plain line keeps moving. He noted that it moved for the first time in 2004 and then it moved again in 2013; things are adjusting as they move forward and now some of Winwood is in the floodplain when it was not there before. Council Member Taylor asked if the pond at Winwood were to be dredged out if that would solve the problem. Mr. Varnell replied that it has nothing to do with how much stormwater it would hold. He explained that the stormwater effect is what is on top of the water surface level; the water level would not be lower if the pond were to be dug deeper because the outlet would stay the same. The outlet cannot get any lower because of Stoney Creek. He commented that they have looked at a lot of that already and have done some drainage improvement for the ditches on the upstream of the pond, but that the outlet controls the elevation of the water level that is there. He

commented that unless they can lower the outlet, they will not be able to change how much water it will hold back.

Mayor Brown called for a motion to table this item until the next meeting. Council Member Taylor made the motion, seconded by Council Member Hinton. There being no further discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0).

7. Mayor Brown called for New Business.

    a. Mayor Brown called for Consideration of a Service Contract with South Atlantic Timber Services, Inc. to Competitively Bid the Sale of the Town's 42-acres of Timber Located at 101 and 111 Industry Court and Oversee Its Logging.

Mayor Brown gave a summary of the issue: The Town has a shell building developer that wants to partner with the Town of Nashville and build a 50,000 sq. ft. shell building at the Nashville Business Center on a lot owned by the Town at 111 Industry Court. In order for this to happen, the trees on the 8-acre lot will need to be removed. Mr. Lansing has had the timber appraised by Chris Cobb, South Atlantic Timber Services, Inc. of Nashville. Mr. Cobb also appraised the timber on the Town's other 7-acre lot on Industry Court and the timber on the Town's adjoining 27-acres in the Stoney Creek bottom. The appraised timber value is $40,920. In speaking with Mr. Cobb, Mr. Lansing has discovered that there are many regulations governing logging in North Carolina, especially in floodplains and along blue lined streams. Mr. Lansing has also learned that there are some logging companies that do not adhere to best logging practices, leaving logged areas a real environmental mess. In addition to timber appraisals, Mr. Cobb also competitively bids logging jobs for timber owners, oversees logging operations to make sure best logging practices are followed, sees to it that stream buffers are maintained, makes sure the correct property is logged, that tree tops and branches are chipped and hauled off, that temporary haul roads are appropriately placed, built, and cleaned-up after logging, and that stumps are removed from areas for replanting. Mr. Lansing asked Mr. Cobb what it would cost to have him do all of these things for the Town to make sure that if the Council decides to sell the timber that the Town does not end up with any logging and environmental violations from NCDEQ. The cost to do so is 5% of an accepted timber purchase contract by the Town. For example, if a logging company offers the Town $40,920 for the timber, a service contract with South Atlantic Timber Services would be $2,046, and there would be no charge of the $1,000 timber appraisal.

Mr. Lansing called on Chris Cobb to answer any questions from the Council. Mr. Cobb informed the Council that he was called upon by Mr. Lansing to complete an appraisal of these three properties. He explained that in looking at the property for the shell building, the 27-acres behind it would lose access for the logging corridor to remove the timber once that property is sold. He stated that for timing, if you are going to log one property then you might as well log them all. He did note that the logging contract does not include stump removal; the site will be cut clean, but there would be no removal of the stumps. Council Member Hinton asked what he would estimate as the cost to remove the stumps. Mr. Cobb replied that it would vary and that the biggest part of that cost is going to be removing it from site; he would estimate on the low end at $2,500 an acre to remove the stumps. He noted that he is not a contractor that does that and so this is a ballpark figure. He commented that the businesses he would solicit bids from are logging operations that would harvest the timber and remove the product, but not the stumps; the Town will need a grading contractor for the stump removal. Mr. Cobb added that if a building were to be put there, then they would have to grade the property anyhow.

Council Member Taylor asked if he would wait until the stumps were removed before the final cleanup would be done. Mr. Cobb replied that they would generally do the cleanup as they are moving out; this would be covered in the contract if the Council wishes to proceed and the timber contract would protect the Town of Nashville as far as cleanup, culverts, etc. He added that anything that is damaged during the logging, the logging company would be responsible for repairing. Mr. Cobb commented that this property has a unique situation with both the sewer line running through the property and the area being low lying; they will need to build a shovel-run for 250-300' to minimize environmental impact. He commented that they will want a reputable company to handle this and he will solicit bids from 4-5 companies that are reputable and have the right equipment and staff to run the equipment. Council Member Taylor asked Mr. Lansing if we log the property and build on that property, how much of an impact that will have on Stoney Creek. Mr. Lansing replied that when the shell building is built, the builder will be required to capture and retain their onsite stormwater; they will have to put in a retaining pond to release the water slowly so that it does not impact any greater after development than it did before development. Mr. Lansing noted that the expense for that would fall with the developer.

Mr. Lansing stated that his hope with regards to the logging is that we would receive enough from the logging to cover the cost of grubbing out and removing the stumps. If it were $2,500 an acre at 14-acres it would cost $35,000. He is hopeful that if we bid the stump removal out that we could get this done for under $35,000. Council Member Hinton informed Mr. Lansing that they did not receive a map showing the 27-acres in the Stoney Creek bottom. Mr. Lansing replied that he had included the wrong map in the packet. Mr. Lansing recommended that the in light of Mr. Cobb's expertise that the Town enter into an agreement with his company to let the bid for the timber and oversee its harvest. Council Member Hinton asked if he had looked at any other companies. Mr. Lansing replied that he had not and he is not aware of any other companies in the area that do what Mr. Cobb's company does. Council Member Taylor asked if this was just to allow Mr. Cobb to solicit bids. Mr. Lansing replied that he would also supervise the actual logging operation to make sure that they do not go in the blue lined areas, that they maintain the buffer with Stoney Creek, and that they follow best timber harvesting practices.

Mayor Brown called for a motion to grant Mr. Lansing permission to execute the service contract with South Atlantic Timber Services. Council Member Hobbs made the motion to approve, seconded by Council Member Taylor. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0).

The contract was approved as follows:

DRAFT

AGREEMENT FOR SERVICES
TIMBER SALE

This Agreement, entered into this 5th day of August 2020, by and between South Atlantic Timber Services, Inc., hereinafter called Agent, and Town of Nashville, hereinafter called Seller(s), hereby specifies the services and terms upon which both parties are mutually agreed:

1. Agent will cruise, appraise, and market the timber on the Seller(s) property described below for a fee of 5% of the total purchase price paid for the timber by the highest bidder.
   - Property is located in the Town of Nashville, Nash County, North Carolina containing 42 acres more or less in timber.
   - Parcel ID Number(s): 005851, 033993, 305045.

2. Agent will flag, paint, or otherwise mark timber sale and/or property lines before the timber is sold.

3. Agent will advertise the timber to potential buyers and give thirty (30) days, more or less, time for them to cruise and appraise the timber prior to the sale date agreeable to both parties.

4. Agent will assist with the closing, including making sure the timber deed contains terms and conditions to protect the property from damage and to insure harvesting of the timber in compliance with all State and Federal Regulations. Agent will also supervise the harvesting operation to the extent necessary to insure compliance with the timber deed provisions.

5. Both Agent and Seller(s) will be paid up front, in full, before any timber is cut, at the time of closing.

6. Agent will ensure timber buyer has workman's compensation and general liability insurance prior to timber sale closing.

7. Agent will assist in any reforestation of the property.

South Atlantic Timber Services, Inc.

Agent, Chris Cobb

Town of Nashville

Brenda Brown

Seller, Brenda Brown, Mayor

Attest:

Lu Bunch

Lou Bunch, Town Clerk

b. Mayor Brown called for Consideration of a Sanitary Sewer Flow Meter Analysis at the Sewer Meter Vault on Old Carriage Road.

Mayor Brown gave a summary of the issue: The Town of Nashville has an agreement with the City of Rocky Mount to receive and treat Nashville's sanitary sewer wastewater. There is a gravity flow sewer line from Nashville to Rocky Mount that has a sewer meter vault on Old Carriage Road. Per our agreement with the City of Rocky Mount, Rocky Mount has the meter calibrated annually for accuracy. Since its calibration in January, our monthly sewer bills from Rocky Mount have been $45,000 to $50,000 more. Public Works Director Lee Brown and Mr. Lansing believe the flow meter has been mis-calibrated. To prove this and request an adjustment from Rocky Mount, we need to install a temporary flow meter and

compare the two meters' readings for a 3-month period. We have received a proposal from Wooten Company in Raleigh for $5,500 to oversee the installation of a 2nd flow meter and conduct analysis of the two meters' readings. Rental or lease of the 2nd meter is not included in Wooten's proposal. A proposal for a meter lease and installation will be distributed at tonight's meeting.

Mr. Lansing called on Lee Brown to speak on this issue. Mr. Brown explained that the Town has been "fighting this battle" since the early 1980's with concerns of the flume and the measuring of the wastewater. He commented that from what they can tell, a reasonable expectation or agreement has never been had. He reminded Council that there were several budget amendments done at the end of last fiscal year to account for the wastewater treatment. Mr. Brown informed the Council that they have been making efforts to cut down on inflow and infiltration via smoke testing. He commented that they have also reached out to the Wooten Company who was dealing with this issue in the early 1990's; they are on board with helping the Town solve this 30-year old problem. Mr. Brown stated that the other part of this proposal was having a rental meter installed so that a side by side comparison could be done with the unit already in place. The quote for that from ClearWater, Inc. is $17,080 for a four month rental. Mr. Brown explained that the hope is that after four months we will have enough significant rain events and regular weather events to compare the flow data of the City of Rocky Mount's meter versus our meter; this would help navigate us to a reasonable expectation or agreement for how Rocky Mount is billing us and the approach for measuring the wastewater.

Mayor Brown asked where the money would come from to pay for this. Mr. Lansing replied that $5,500 could be taken out of Contracted Services in the Sewer budget; the $17,080 would need to be pulled out of the reserves because there is not enough budgeted in the FY 20-21 budget for this expense. Mr. Lansing noted that it is with some urgency that this item is being brought to Council; we are seeing a $45,000 per month increase over last year in our bill from Rocky Mount. He added that we know the meter was recalibrated in January or February and since that time the bills have been significantly higher each month. He commented that we do not feel that in looking at our water consumption between what we buy from Rocky Mount and what we are pumping from our own wells that it could not have gone up that much consistently every month. Mayor Brown asked if they have confronted Rocky Mount about this issue. Mr. Brown replied that we have made it known that we want to consider this and have reached out with questions getting flood data, who is calibrating the meter, and questions of the like. He commented that sometimes communications can be few and far between, depending on who you are reaching out to. Council Member Hinton commented that since January that it would be around $350,000 over what we normally pay and that it is a lot of money. Council Member Taylor asked what the cost was for us prior to the beginning of the year. Mr. Lansing replied that it was around $280,000-$290,000 per month. Council Member Hinton asked if they thought that Rocky Mount would be open to an adjustment. Mr. Lansing replied that if we can prove it then they would be open to it. Mr. Brown commented that he did not know that a conversation about an adjustment could happen without reasonable data to support the conversation. Mr. Lansing noted that we are looking at spending $600,000 for the full year; spending the $17,080 plus $5,500 seems like the best thing to do at this point so we can get the data. Mayor Brown commented that she did not think we have a choice because of the overcharges.

Mr. Lansing asked Mr. Brown to explain why we believe the meter is miscalibrated. Mr. Brown commented that two different industry professionals have been brought in to look at the flume; the water should be smooth when it flows over the flume, however there is a lot of turbulence on the downstream side of the flume. One opinion was that there is a better meter that can be used for the application. Another opinion was that the company that calibrated this meter at our flume had also had a recent miscalibration that cost another small town a significant amount of money that was not caught until further investigation;

it was confirmed in that instance that the flume and the meter were calibrated incorrectly causing the increase in fees. Council Member Hinton asked how long he thought this had been going on. Mr. Brown replied that it has been going on since at least 1994. Mr. Lansing interjected that the most significant time has been the last six months. Mr. Brown added that it came to our attention at that point with the increase in bills, but that the Town has been dealing with this since 1994. Mr. Brown commented that this analysis would give us a "leg to stand on" and confirm some suspicions. Council Member Hobbs commented that since we are not getting much response or cooperation from Rocky Mount she thinks they need to move forward with this and get the second meter in place so they can evaluate and present a case.

Mayor Brown called for a motion to approve the agreement with Wooten. Council Member Hobbs made a motion to approve the agreement with Wooten Company for overseeing the installation and also approve the installation for the temporary sanitary sewer wastewater flow meter, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0).

c. Mayor Brown called for Budget Amendments.

Mayor Brown called for Budget Amendment #1 – LSTA EZ Grant Award Letter. The Cooley Library was awarded the Federal LSTA EZ Grant for Fiscal Year 2020-2021 in the amount of $15,867. The grant funds require a local match in the amount of $5,289 and will be used to implement a STREAM program. This budget amendment appropriates fund balance for the local match and makes grant funds available for expenditure.

Mayor Brown called for a motion to approve Budget Amendment #1. Council Member Taylor made the motion, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0).

Council Member Taylor thanked Mrs. Alston. Mrs. Alston commented that the library has also been approved for an additional grant. Council Member Hinton asked if it was a matching grant. Mrs. Alston replied that it will be a $10,000 grant with no match required.

Budget Amendment #1 was approved as follows:

BUDGET AMENDMENT
FISCAL YEAR 2020-2021

Budget Amendment # 1

Account #	Account Description	Current Budget	INCREASE	DECREASE	Amended Budget
Fund	**10-General Fund**				
Revenues:					
10-349-0302	FEDERAL GRANTS LIBRARY	$ -	$ 15,867.00		$ 15,867.00
10-399-0000	FUND BALANCE		$ 5,289.00		$ 5,289.00
			NET CHANGE IN REVENUES		**$ 21,156.00**
Expenditures:					
10-630-4205	FEDERAL GRANTS LIBRARY	$ -	$ 21,156.00	$ -	$ 21,156.00
			NET CHANGE IN EXPENDITURES		**$ 21,156.00**

EXPLANATION:
The library was awarded the Federal LSTA EZ grant to implement a STREAM program. The grant requires a 25% match.

Mayor Brown called for Budget Amendment #2 LSTA COVID-19 Response Mini-Grant Agreement. The Cooley Library was awarded the Federal LSTA COVID-19 Response Mini-Grant in the

amount of $1,000. The grant funds do not require a local match and can be used to cover COVID-19 related expenses. This budget amendment makes grant funds available for expenditure.

Mayor Brown called for a motion to approve Budget Amendment #2. Council Member Taylor made the motion, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0).

Budget Amendment #2 was approved as follows:

BUDGET AMENDMENT
FISCAL YEAR 2020-2021

Budget Amendment # **2**

Account #	Account Description	Current Budget	INCREASE	DECREASE	Amended Budget
Fund	**10-General Fund**				
Revenues:					
10-349-0302	FEDERAL GRANTS LIBRARY	$ 15,867.00	$ 1,000.00		$ 16,867.00
			NET CHANGE IN REVENUES		**$ 1,000.00**
Expenditures:					
10-630-4205	FEDERAL GRANTS LIBRARY	$ 21,156.00	$ 1,000.00	$ -	$ 22,156.00
			NET CHANGE IN EXPENDITURES		**$ 1,000.00**

EXPLANATION:
The library was awarded the Federal LSTA grant to help cover COVID-19 costs. The grant does not require a local match.

8. Mayor Brown called for Council Comments.

Council Member Hinton thanked the Police and Fire Departments for taking care of them last night with the storm; she commented that they dodged a bullet. Chief Joyner stated that the storm turned a little bit after it came on shore and that saved us.

Council Member Hobbs thanked all of the staff and recognized Mrs. Alston for her work with the library grants. She thanked the Department Heads and staff for moving forward during these crazy times that we are in.

Council Member Taylor echoed Mrs. Hinton's and Ms. Hobbs' sentiments and stated that our town staff is doing an excellent job. He commented that we have dodged a few bullets lately and asked the citizens to keep the Windsor community in their prayers because they had been hit hard by the storm. He encouraged the staff to keep up the good work.

Council Member Hinton asked Chief Joyner if the oak tree that fell on Washington Street happened during a squall the day before yesterday. Chief Joyner replied that it happened during the first rain band yesterday. Mayor Brown commented that it was completely rotten. Chief Joyner commented that they have had two other trees down there that were rotten and so they need to keep an eye on the trees over there. Council Member Hinton asked if the tree hit anything. Chief Joyner replied that it did not. Mayor Brown commented that it fell in between the two houses. Council Member Taylor commented that several meetings ago they had someone come and speak about dead trees; he asked if there were any others that need to be removed before they cause injury. Mr. Lansing replied that many of the trees from the outward appearance do not appear diseased or damaged in any way, but may be hollow on the inside. He commented that there are around two dozen of those Willow Oak trees that could all be the same way. He added that for the most part those are DOT trees and that he did follow up with Bobby Liverman when that complaint came through. According to Mr. Lansing, Mr. Liverman had stated that he was putting those in their work

plan but he has not seen any work done. Council Member Taylor asked Mr. Lansing to follow up with that. Council Member Hinton commented that the old oak stump at the corner of First Street and Washington Street has still not been removed from when the tree went down several years ago. Mr. Lansing informed Council that Mr. Liverman said that DOT would take care of fallen over trees, but not the stumps.

9. Mayor's Comments.

Mayor Brown thanked the Council and the citizens for coming out tonight, and also thanked the staff. She then introduced and welcomed our new Planning and Development Director, Sherry Moss. Mayor Brown also commented that Mr. Lansing and the staff are diligently working to fill the vacant positions and that she hopes they can get those filled so everyone can work together and do some great things for Nashville.

10. There being no further business, Mayor Brown called for a motion to adjourn.

Council Member Hobbs made the motion, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (3-0). Mayor Brown declared the meeting adjourned at 7:56 PM.

_____

Brenda Brown, Mayor

ATTEST:

_____

Lou C. Bunch, Interim Town Clerk

DRAFT

TOWN OF NASHVILLE

499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Randy Lansing, Town Manager
ISSUE CONSIDERED:	South Creek Storm Water Drainage Study & Report

SUMMARY OF ISSUE: Kevin Varnell, Stocks Engineering, will be at the September 1, 2020 council meeting to review with the Council the results, options, and recommendations of the South Creek Drainage Study which includes Par Drive, Aubrei Court, Village Lane, Windy Oak Drive, Laurel Springs Drive, and South Creek Drive. A summary of the storm water drainage report was not available to include in the September 1st Council meeting packet, but it will be emailed to council member on Monday, August 31st.

MANAGER'S RECOMMENDATION:	Receive the South Creek Storm Water Drainage Study and Discuss its Options and Recommendations
ATTACHMENT(S):	South Creek Storm Water Drainage Study Report (to be emailed prior to meeting and handed out at the meeting)
REVIEWED BY TOWN MANAGER:	

TOWN OF NASHVILLE

P.O. BOX 987 / 499 S. BARNES STREET
NASHVILLE, NC 27856
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(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Sherry N. Moss, Planning & Development Director
ISSUE CONSIDERED:	SU 2020-02
SUMMARY OF ISSUE:	Request for a special use for property located off E. Old Spring Hope Road, Zoning District M-F (Multifamily Residential) for the purpose of establishing more than one multi-family building on a single lot. This parcel contains approximately 12.62 acres and identified by Nash County Tax Parcel Number 381015532563.

STAFF COMMENTS:

The applicant is requesting a Special Use Permit to allow more than one duplex to be established on a 12.62-acre lot off E. Old Spring Hope Road. The Multifamily Residential zoning district allows multifamily (more than one building per lot) with a special use permit. The sketch plan submitted shows eight duplexes (16-units), with future expansion of more units.

The petitioned property is surrounded by a mixture of single family dwellings and duplexes, with mixed zoning classifications of MF (Multi-Family), R-10 (Medium Density Residential), R6 (High Density Residential), and A-1 (Agricultural) zoning districts. With regards to the Future Land Use Map, the petitioned property is classified as medium residential growth. The surrounding areas are classified as high density, medium density, and agricultural growth. The proposed use would be in harmony with the residential character of the area.

Upon voting on the special use permit, the Town Council shall consider the following:

a. The use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.
b. The use meets all required conditions and specifications.
c. The use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity.
d. The location and character of the use if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in the general conformity with the plan of development of the Town of Nashville.

STAFF RECOMMENDATION:	Staff recommends approval of SU 2020-02.
PLANNING RECOMMENDATION:	The Planning Board voted 3-0 to recommend approval of SU 2020-02.
ATTACHMENT(S):	1. Application 2. Site Plan 3. Quasi-judicial Rules 4. Table of Uses 5. §18-114, §18-115.15.27 6. Vicinity Map 7. Zoning Map 8. Land Use Map 9. Photos of proposed site 10. Recommendation Statement from the Planning Board
REVIEWED BY TOWN MANAGER:	

APPLICATION FOR A SPECIAL USE PERMIT
TOWN OF NASHVILLE, NORTH CAROLINA

Date submitted: 8-13-20 (To be completed by Town staff)

Case #: SU2020-02 (To be assigned by Town staff)

I (we), the undersigned, being the owner(s) of the property, do hereby make application for a Special Use Permit as herein requested.

1. The property where the request is to be located has the following street address (or description if no street address has been assigned): E. Old Spring Hope Road (Tax ID 381015532563 [Portion])

   The property is identified by the following map, block, and parcel number DB 2816/120 _____ of the Nash County property ownership map (tax records) and contains approximately 12.62 acres. A map of the property boundaries is attached to this application.

   Note: If any plans or details are required for the special use request, they must be submitted for this application to be complete.

2. This special use permit is requested for the following reason or purpose: To construct more than one multifamily structure on a lot in the Mulitfamily zoning district.

   Based on Division 4, Section 18-115 & 116 of the Nashville Zoning Ordinance, the specific special use category that is being requested is To construct more than one multifamily structure on a lot in the Mulitfamily zoning district.

   The zoning district of the property where the special use is being requested is Multifamily.

   [For residential uses, indicate the number of dwelling units per acre being proposed (12 du/acre).]

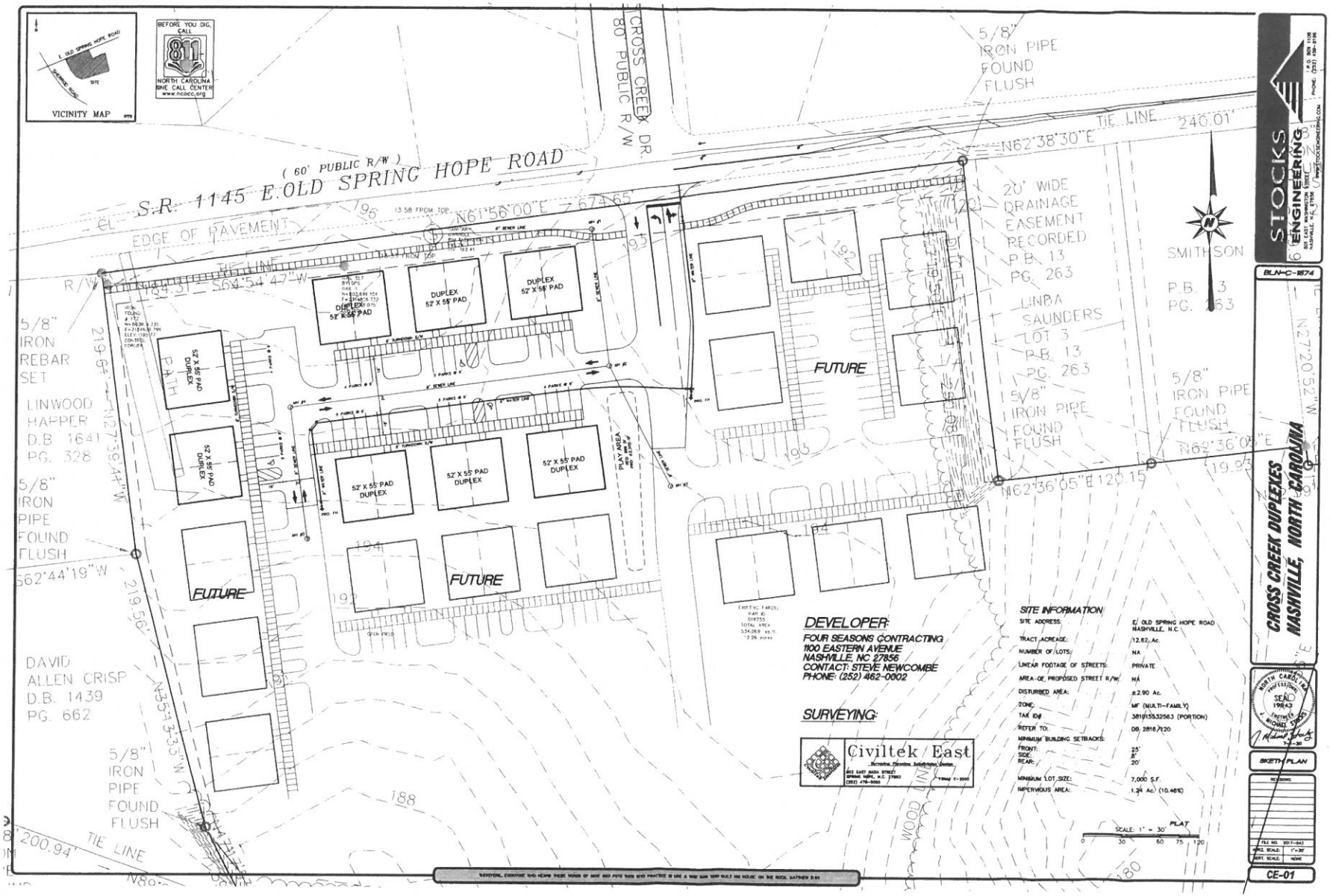
3. The special use permit fee ($ 200) is included with this application.

4. The following are all individuals, firms, or corporations owning property within 100 feet of the property where the special use is being requested. (Attach an additional sheet(s) if needed.)

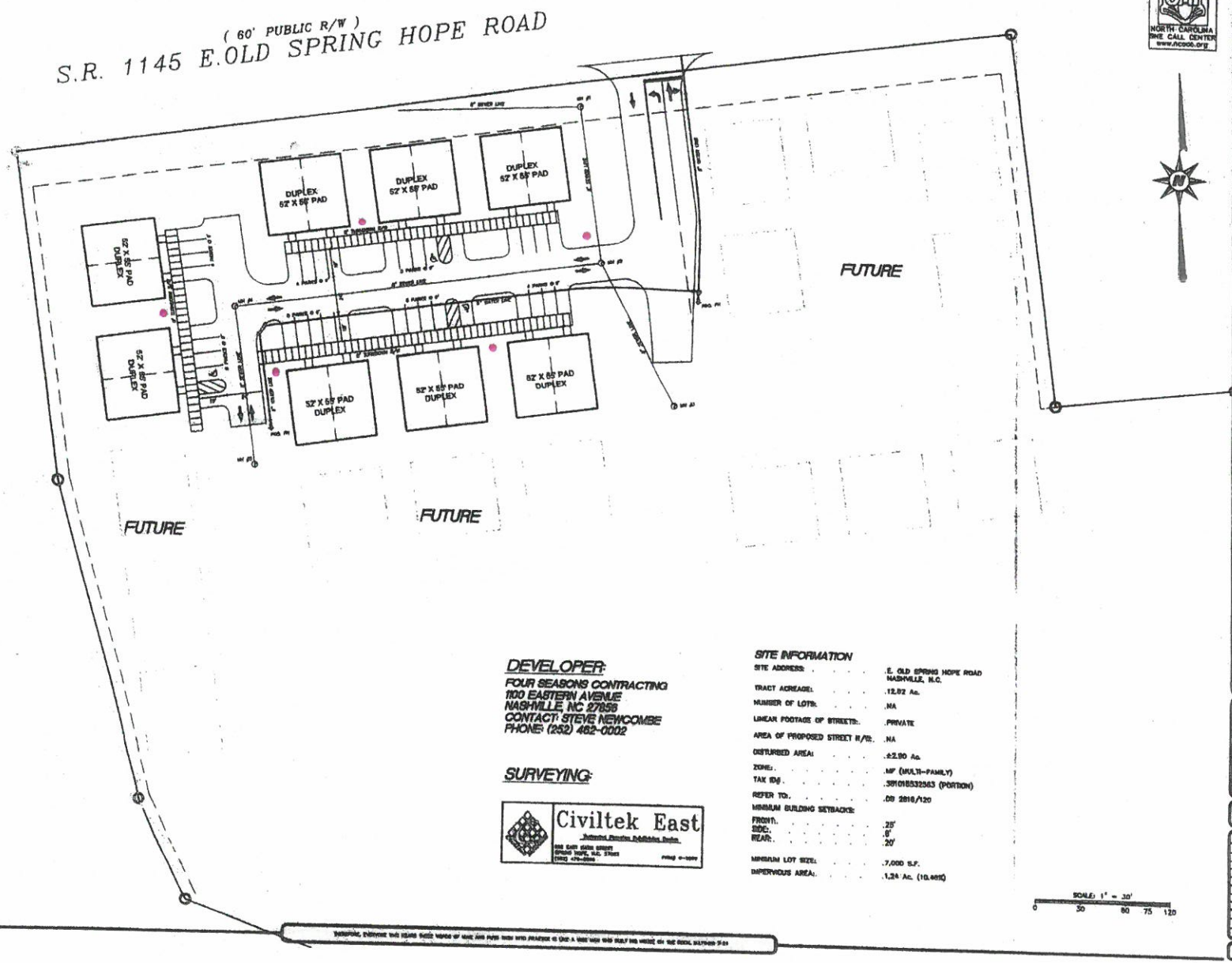
Tax Id # (Parcel)	Name	Mailing Address
SEE ATTACHED		

I certify that all information furnished in this application is accurate to the best of my knowledge. In addition, I give the Town permission to visit the property where this special use is being requested, prior to action by the Town Council.

	Property Owner(s)	Owners representative (if applicable)
Printed Name(s):	3MR Limited Partnership	Four Seasons Contracting
Signature(s):	David L. Rose	
Mailing Address(s):	2640 Old Bailey Hwy Nashville, NC 27856	1100 Eastern Ave Nashville, NC 27856
Phone number(s):	1.252.462.0002	1.252.462.0002


VICINITY MAP
BEFORE YOU DIG, CALL
NORTH CAROLINA ONE CALL CENTER
www.ncocc.org
S.R. 1145 E. OLD SPRING HOPE ROAD
(60' PUBLIC R/W)
CROSS CREEK DR.
80' PUBLIC R/W
EDGE OF PAVEMENT
TIE LINE
N61°56'00"E 674.65'
N62°38'30"E 240.01'
N62°36'05"E 120.15'
N27°20'52"W
S64°54'47"W
S62°44'19"W
N35°13'33"W
N27°39'41"W
219.56'
200.94'
5/8" IRON PIPE FOUND FLUSH
5/8" IRON REBAR SET
LINWOOD HAPPER D.B. 1641 PG. 328
DAVID ALLEN CRISP D.B. 1439 PG. 662
20' WIDE DRAINAGE EASEMENT RECORDED P.B. 13 PG. 263
LINDA SAUNDERS LOT 3 P.B. 13 PG. 263
SMITHSON P.B. 13 PG. 263
DUPLEX 52' X 55' PAD
52' X 55' PAD DUPLEX
FUTURE
PATH
PLAY AREA
WOOD LINE
DEVELOPER:
FOUR SEASONS CONTRACTING
1100 EASTERN AVENUE
NASHVILLE, NC 27856
CONTACT: STEVE NEWCOMBE
PHONE: (252) 462-0002
SURVEYING:
Civiltek / East
SITE INFORMATION
SITE ADDRESS: E. OLD SPRING HOPE ROAD NASHVILLE, N.C.
TRACT ACREAGE: 12.62 Ac.
NUMBER OF LOTS: NA
LINEAR FOOTAGE OF STREETS: PRIVATE
AREA OF PROPOSED STREET R/W: NA
DISTURBED AREA: ±2.90 Ac.
ZONE: MF (MULTI-FAMILY)
TAX ID#: 381915532563 (PORTION)
REFER TO: DB 2816/120
MINIMUM BUILDING SETBACKS:
FRONT: 25'
SIDE: 8'
REAR: 20'
MINIMUM LOT SIZE: 7,000 S.F.
IMPERVIOUS AREA: 1.24 Ac. (10.46%)
SCALE: 1" = 30'
PLAT
STOCKS ENGINEERING
BLN-C-1874
CROSS CREEK DUPLEXES
NASHVILLE, NORTH CAROLINA
SKETCH PLAN
CE-01

• Street Lighting



- The planning board will make a written recommendation to the town council before the next regular council meeting. The town council will render a decision at the next regular council meeting.

RULES FOR PUBLIC HEARING SPEAKERS

- All speakers should speak from the podium.
- The applicant should present their argument and evidence to show that the standards of the applicable ordinance(s) have been met as concisely and efficiently as possible.
- All speakers should address the approval criteria and must avoid inflammatory, irrelevant or repetitious testimony. Groups are encouraged to select a spokesperson to speak about general matters for the group.
- Speakers may introduce exhibits only to support their testimony at the hearing. Letters from individuals who do not appear at the hearing and petitions are considered unsworn testimony or hearsay, and cannot be considered by council.
- All speakers should ensure their testimony (i) is relevant to the criteria, (ii) consists of statements and facts about which the speaker can personally testify, and not the statements or words of others who are not testifying and (iii) is not speculative opinions or generalized objections without supporting facts.
- Only speakers who are qualified as experts in the appropriate field should testify about (i) how the use of property in a particular way would affect the value of other property, (ii) how the increase of vehicular traffic resulting from the proposed development would pose a danger to the public safety, or (iii) other matters that would require expert testimony under the rules of evidence.
- All speakers should direct their testimony to the criteria that must be met for the particular application. For this special use permit approval the criteria are:
    A. Use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.
    B. Use meets all required conditions and specifications.
    C. Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity.
    D. Location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development for the Town.

QUASI-JUDICIAL REQUIREMENTS FOR VOTING

The Town Council and Planning Board should motion on the approval or denial of SU 2020-02.

1. If approved, the Board need not make findings of fact.
2. If denied the Board must vote on each specific finding and state a reason as to why the finding was denied. Only one finding must be denied to oppose the permit. The findings of fact are as follows:

The following rules apply to the quasi-judicial public hearing (2020-02, Special Use Permit, Multifamily, more than one building per lot):

This application for a special use permit requires an evidentiary hearing on the application, which will be heard by Council acting as a quasi-judicial board. The purpose of the hearing is to gather legally acceptable evidence in order to establish sufficient facts to apply the applicable ordinance. The purpose is not to gather public opinion about the desirability of the project. Council should not discuss or receive information about the merits of the case from the parties, or members of the public, before the hearing. All testimony before Council must be "sworn" testimony. All persons wishing to speak on this matter must be sworn in. Applicants may elect to be represented by legal counsel.

The applicant has the burden of producing sufficient substantial, competent, and material evidence for the Council to conclude that the criteria of the applicable ordinance(s) have been met.

Staff will not provide a recommendation on denial or approval of the case until after the evidentiary hearing is closed. All evidence must be presented and considered before a recommendation can be submitted. After the hearing is closed, staff will be prepared to make their recommendation to the Board.

PROCEDURE FOR THE HEARING

The procedure for hearing this case is as follows:

- Anyone who wants to speak at this quasi-judicial public hearing should sign in with the town clerk and be sworn in to speak.
- The hearing is opened and preliminary matters are addressed.
- A staff representative presents a preliminary statement.
- The applicant is called on to present the argument and evidence in support of the application, followed by others who wish to speak in support of the application.
- Council and members of the planning board may pose questions to the applicant and the speakers who spoke in support of the application.
- Persons opposed to the application are invited to speak.
- Council and members of the planning board may pose questions to the persons who spoke in opposition to the request.
- Both sides are permitted to question the other side and present rebuttals.
- The Mayor closes the period for public discussion.
- Council and the planning board deliberate. In the course of the deliberation, the members of the council and the planning board may ask questions of the staff, the applicant or others who have testified, but beyond that, additional comments from the floor will be admitted only at the discretion of the Mayor. Additional cross-examination and rebuttals may be made only on new evidence presented.
- Staff may present their recommendation to the Boards at this time.
- The hearing is closed.

a. Use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;
b. Use meets all required conditions and specifications;
c. Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity;
d. Location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development for the Town.

3. If approved, any conditions should be stated in the motion to approve.

Choices:

- Zoning denial with specific finding and stated reasoning for such.
- Zoning approval without conditions (acceptance of project as submitted).
- Zoning approval with a selection of conditions provided by staff, Board Members and/or applicant.
- Table for further study.

	A-1	R-30	R-15	R-10	R-6M	R-6	R-4	MF	O-I	B-1	B-2	I-1	Require-ments
Contractor, general (excluding storage of equipment or supplies)										X	X		
Construction storage yards, and lumberyards												X	See note 5
Convenient store										X	X		
Correctional and penal institutions, and jails	S								S		S	S	
Curio and souvenir sales										X	X		
Day care facility	S	S	S	S	S	S	S	S	S	X	S		
Delicatessen operation										X	X		
Dish antenna (or earth station)	X	X	X	X	X	X	X	X	X	X	X		See note 12
Drive-in restaurants										X	X	X	
Drive-in theaters										S		X	
Dwellings, one-family detached	X	X	X	X	X	X	X	X	X				
Dwellings, two-family	S			S	S	S		X					
Dwellings, three-family				S			X	P					
Dwellings, multifamily (other than townhouses, condominiums, and PUDs), one building per lot								X	X		S		
Dwellings, multifamily (other than townhouses, condominiums, and PUDs) more than one building per lot								S					
Dwellings, planned unit development (PUD)	S	S	S	S	S	S	S	S	S				
Dwelling, single-family semi-detached	X	X	X	X		X	X						
Dwelling, single-family semi-detached omitted	X	X	X	X		X	X						
Dwellings, condominiums				S	S	S		S	S		S		
Dwellings, townhouses				S	S	S		S	S		S		
Dwellings for caretaker or domestic employee on premises where employed	X	S	S	S	X	X	X	X	X	X			

Sec. 18-114. - Special uses.

(a) *Objectives and purposes.*

(1) Permitting special uses adds flexibility to this article. Subject to high standards of planning and design, certain property uses are allowed in the several districts where these uses would not otherwise be acceptable. By means of controls exercised through the special use permit procedures, property uses which would otherwise be undesirable in certain districts can be developed to minimize any negative effects they might have on surrounding properties.

(2) The uses for which special use permits are required are listed in the chart accompanying this section, along with a detailed description of the procedures which must be followed in the issuance of each such permit. Uses specified in this section shall be permitted only upon the issuance of a special use permit.

(b) *Special use permits granted by the town council.*

(1) Special use permits may be granted by the town council upon recommendation of the planning board for the uses enumerated in the regulations for special uses.

(2) a. The owner of all the property included in the petition for a special use permit shall submit an application to the zoning administrator at least three weeks prior to the regular monthly planning board meeting at which it is to be heard. Such application shall include all the requirements pertaining to it in this section. Where plans are required to be submitted and approved as part of the application for a special use permit involving property located within the watershed overlay district, the site plan shall show the boundary of the public water supply watershed (if applicable), the location and width of buffer areas, the total amount of existing and proposed built-upon area (in square feet), the percentage of the site that is covered with an impervious surface, and proposed stormwater or drainage facilities.

b. On receiving the application, the town clerk shall give notice of a public hearing in the manner as is required for the hearing on an amendment to this article. At the public hearing, all interested persons shall be permitted to testify.

(3) The special use permit, if granted, shall include approval of plans as may be required. In granting the permit, the planning board and the town council shall find that the:

a. Use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;

b. Use meets all required conditions and specifications;

c. Use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and

d. Location and character of the use, if developed according to the plan as submitted

and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the town.

(4) In granting the special use permit, the planning board may recommend and the town council may designate additional conditions to ensure that the use in its proposed location will be harmonious with the area in which it is proposed to be located, with the spirit of this article and clearly in keeping with the public welfare. All such additional conditions shall be entered in the minutes of the meeting at which the special use permit is granted, on the special use permit certificate itself, and on the approved plans submitted with the permit. All specific conditions shall run with the land and shall be binding on the original applicants for the special use permit, their heirs, successors and permit assigns.

(5) a. If the town council disapproves of the special use permit, the council shall enter the reason for its action in the minutes of the meeting at which the action is taken.

b. No appeal may be taken to the board of adjustment in granting or denying a special use permit. Any such action by the town council shall be considered as the equivalent of action on a proposed zoning amendment and shall be reviewed only in the same manner as action on a proposed amendment.

(6) In addition to the conditions specifically imposed in this subsection (b) and such further conditions as the town council may deem reasonable and appropriate, special uses shall comply with the height, area and parking regulations for the zone district in which they are located. All special uses other than manufactured home parks, condominiums, townhouses, planned unit developments, and commercial planned unit developments shall comply with yard regulations for the zone district where they are located. No structure in any manufactured home park or planned unit development, either commercial or residential, shall be located closer to any external property line of the tract on which it is situated than 25 feet, nor closer to any street right-of-way line than the distance specified as a front yard requirement for the zone district in which it is located.

(7) In the event of failure to comply with the plans approved by the town council, or with any other conditions imposed upon the special use permit, or failure to obtain a building permit within two years, the permit shall immediately become void and of no effect. No building permits for further construction or certificates of occupancy under this special use permit shall be issued, and all completed structures shall be regarded as nonconforming uses subject to the provisions of this article; however, the town council shall not be prevented from thereafter rezoning such property for its most appropriate use.

(8) Where plans are required to be submitted and approved as part of the application for a special use permit, modifications of the original plans may be authorized by the town

council.

(9) Only a simple majority vote by the planning board is required for an affirmative recommendation of a special use permit. Vacant seats and disqualified members are not counted in computing majority.

(10) Only a simple majority vote by the town council is required for approval of special use permits. Vacant seats and disqualified members are not counted in computing majority.

(c) *Regulations for special use permits.* Detailed regulations for the special uses subject to this section are set forth in section 18-115, regulations for special uses, and the notes related to those provisions.

(Ord. of 1-5-1993, art. V, § 3; Ord. No. 2006-01, § C))

SU 2020-01 + SU2020-02

Sec. 18-115. - Regulations for Special Uses.

Regulations for special uses shall be as set forth in this section:

(15) Dwellings, multifamily, with more than one structure per lot.

a . Approved by: Town council.

b . Special use districts: MF.

c. Parking and loading: Off-street parking shall be provided in the ratio of 1.5 spaces for each dwelling unit.

d. Plans required must show:

1. Topography: Topography of the site at contour intervals no greater than five feet.
2. Structure: Location and approximate size of all existing and proposed structures within the site and all buildings and structures within 500 feet. All easements or rights-of-way, public or private, adjoining or intersecting such property.
3. Circulation: Proposed points of access and egress and proposed patterns of internal automobile and pedestrian circulation.
4. Parking and loading: Location and extent of parking areas; proposed lighting facilities.
5. Timing: Proposed schedule of development including stages likely to be followed.
6. Other details: Same as planned unit developments, commercial.

e. Other requirements: Play areas shall be provided for all residential building groups with over five units and shall contain a minimum of 56 square feet per unit with each play area not to exceed 4,000 square feet. These areas must be clearly delineated on the plan and shall not be used for paths or any other purposes other than recreation. The reasonableness that such sites could be used by young children, free from apparent danger, must be clearly evident before approval.

(27) Planned unit developments, commercial.

6. Other details:

i. Proposed provision for storm drainage and sanitary sewage, approved by the town, including both natural and manmade features.

ii. Size and proposed location of any signs to be visible from a public right-of-way.

iii. Proposed solid waste storage facilities.

iv. Proposed water system and firefighting facilities such as hydrants or sprinkler connections.

v. Types of surfacing for drives, sidewalks, malls, etc.

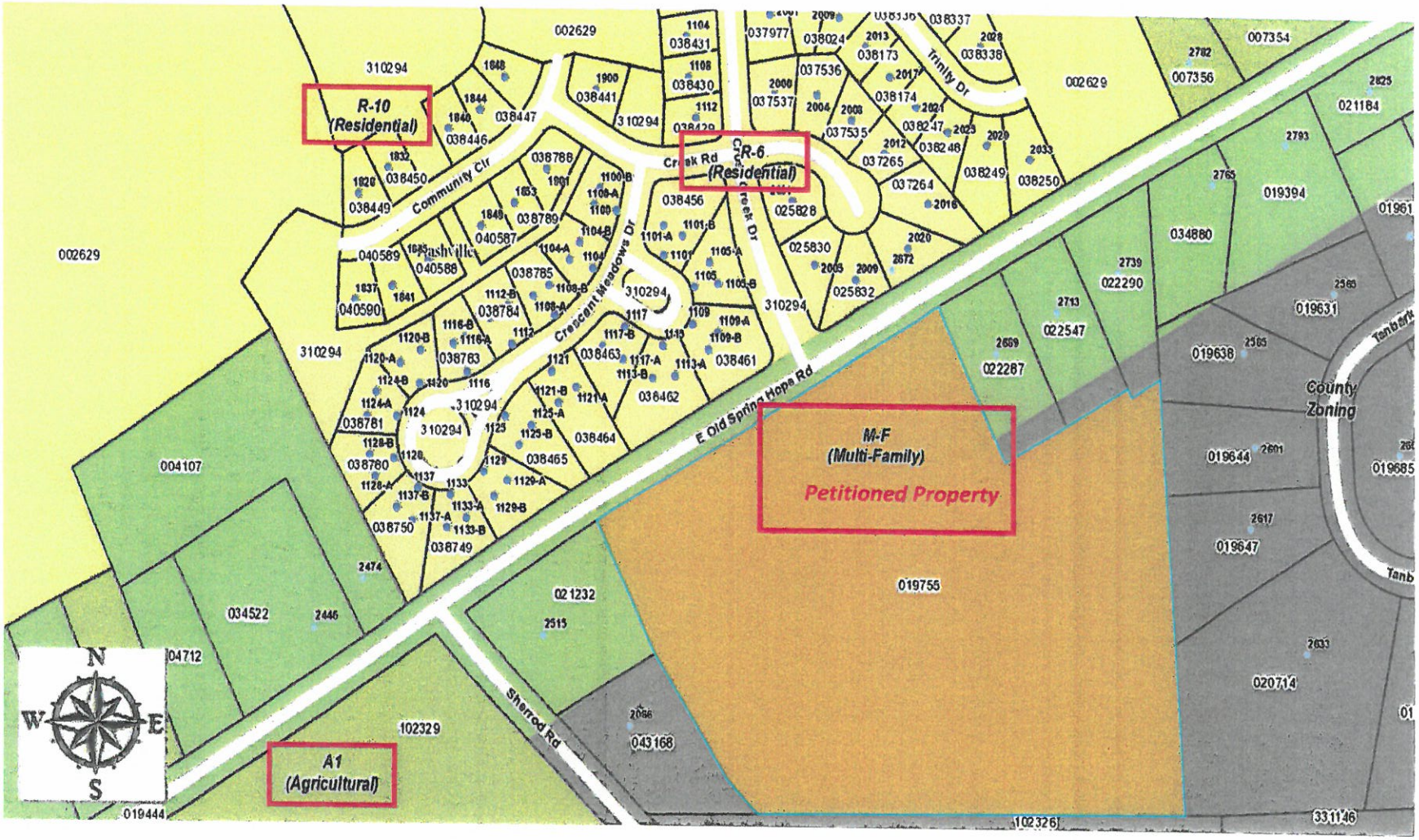
vi. The location and heights of all fences, walls and hedges shall be shown.

Vicinity Map

Petitioned Property – E. Old Spring Hope Rd (PARID-019755 / PIN-381015532563)

Zoning Map

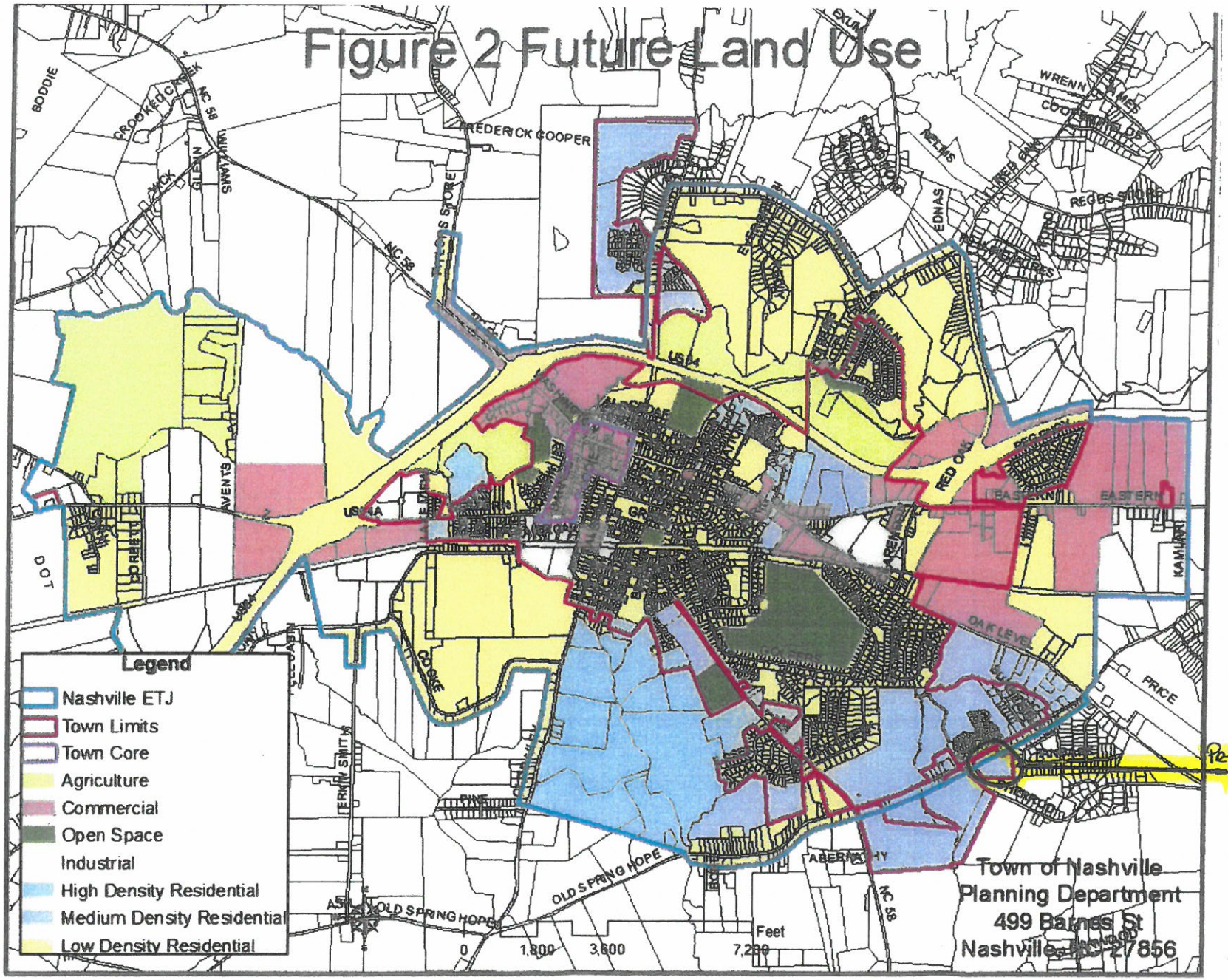
Petitioned Property – E. Old Spring Hope Rd (PARID-019755 / PIN-381015532563)



R-10 (Medium Density Residential)
R-6 (High Density Residential)
MF (Multifamily Residential)
A1 (Agricultural)

U2020-02

Figure 2 Future Land Use



Special Use Case: **SU 2020-02 (E. Old Spring Hope Rd) – Petitioned and surrounding properties**

TOWN OF NASHVILLE PLANNING BOARD

Patsy McGhee, Chairman
Ann Collier, Vice-Chairman
Al Edwards
Shirley House

Dwight Jordan
Betty Tabron Lowe
Bill Lumpp

SPECIAL USE PERMIT REQUEST:
SU 2020-02

Applicant:	3MR Limited Partnership
Owner:	David L. Rose
Mailing Address:	2640 Old Bailey Hwy
Tax Map and Parcel(s):	381015532563
Parcel Size:	+/- 12.62 acres
Location Address:	E. Old Spring Hope Road

REQUEST:
Request for a special use for property located off E. Old Spring Hope Road, Zoning District M-F (Multifamily Residential) for the purpose of establishing more than one multi-family building on a single lot. This parcel contains approximately 12.62 acres and identified by Nash County Tax Parcel Number 381015532563.

STATEMENT OF SPECIAL USE PERMIT RECOMMENDATION:
At their meeting on August 26, 2020, the Planning Board voted to recommend ***approval*** of the proposed special use permit based on the finding of facts:

a. The use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved. ***True***
b. The use meets all required conditions and specifications. ***True***
c. The use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity. ***True***
d. The location and character of the use if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in the general conformity with the plan of development of the Town of Nashville. ***True***

Motion to approve by: Betty Lowe
Seconded by: Dwight Jordan

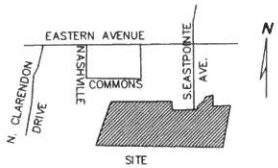
Vote: Unanimous to approve the special use permit request

TOWN OF NASHVILLE

P.O. BOX 987 / 499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Sherry N. Moss, Planning & Development Director
ISSUE CONSIDERED:	Bradford Place Subdivision
SUMMARY OF ISSUE:	Request for a construction plat approval of a 41-lot major subdivision off Eastpoint Avenue, Zoning District R-4 (High-Density Residential). This parcel contains approximately 25.63 acres and identified by Nash County Tax Parcel Number 381006484519U.
STAFF RECOMMENDATION:	Staff recommends approval of CP 2020-01.
PLANNING RECOMMENDATION:	The Planning Board recommends approval of CP 2020-01, with TRC review
ATTACHMENT(S):	1. Construction Plat 2. Recommendation Statement from the Planning Board
REVIEWED BY TOWN MANAGER:	



VICINITY MAP
NOT TO SCALE

BRADFORD PLACE SUBDIVISION

EASTPOINT AVENUE
NASHVILLE, NORTH CAROLINA

JULY 15, 2020

BEFORE YOU DIG, CALL 811
NORTH CAROLINA ONE CALL CENTER
www.ncocc.org

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NASHVILLE, N.C. 27856
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PHONE: (252) 459-8196
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BLN-C-1974

BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

CONTACT INFORMATION

PLANNING/ZONING: TOWN OF NASHVILLE
499 S. BARNES ST.
NASHVILLE, NC 27856
RANDY LANSING
252-459-4511

WATER & SEWER: NASHVILLE PUBLIC UTILITIES
499 S. BARNES ST.
NASHVILLE, NC 27856
SANDRA MORRIS
252-459-4511

INDEX OF SHEETS

COVER	COVER SHEET
CE-01	CONSTRUCTION PLAT
CE-02	BRADFORD DRIVE PLAN + PROFILE
CE-03	EASTPOINTE AVE PLAN + PROFILE
CE-04	STREET A PLAN + PROFILE
CE-05	EROSION CONTROL PLAN
D-01	EROSION CONTROL DETAILS
D-02	UTILITY NOTES and DETAILS

SITE INFORMATION

SITE ADDRESS:	EASTPOINTE AVENUE NASHVILLE, N.C.
TRACT ACREAGE:	25.63 Ac.
NUMBER OF LOTS:	41
LINEAR FOOTAGE OF STREETS:	±1,570 LF
AREA OF PROPOSED STREET R/W:	2.16 Ac.
DISTURBED AREA:	±3.50 Ac.
ZONE:	R-4
TAX ID#	381006484519U (PORTION)
REFER TO:	DB 2956/233
MINIMUM BUILDING SETBACKS:	
FRONT:	15'
SIDE:	6'
REAR:	10'
MINIMUM LOT SIZE:	4,000 S.F.
IMPERVIOUS AREA:	
STREET:	1.24 Ac.
LOTS:	3.29 Ac. (38 LOTS @ 3,500 SF/LOT)
TOTAL IMPERVIOUS AREA:	4.53 Ac. (17.67%)

Owner/Developer:

FOUR SEASONS CONTRACTING

Four Seasons CONTRACTORS
1100 EASTERN AVENUE
NASHVILLE, NC 27856
CONTACT: STEVE NEWCOMBE
PHONE: (252) 462-0002

Civil Engineer:

STOCKS ENGINEERING
801 EAST WASHINGTON STREET
NASHVILLE, N.C. 27856
P.O. BOX 1108
PHONE: (252) 459-8196
WWW.STOCKSENGINEERING.COM

Contact: J. Michael Stocks, PE
mstocks@stocksengineering.com
License Number: 19843

Surveyor:

Civiltek East
Surveying Planning Subdivision Design
602 EAST NASH STREET
SPRING HOPE, N.C. 27882
(252) 478-5005
FIRM# C-2000

NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER J. MICHAEL STOCKS
7/1/2020

COVER

REVISIONS

FILE NO: 2019-084
HORZ. SCALE: 1"=50'
VERT. SCALE: NONE

COVER

...That you, being rooted and grounded in love, may have strength to comprehend with all the saints what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, that you may be filled with all the fullness of God. – Ephesians 3:18-19

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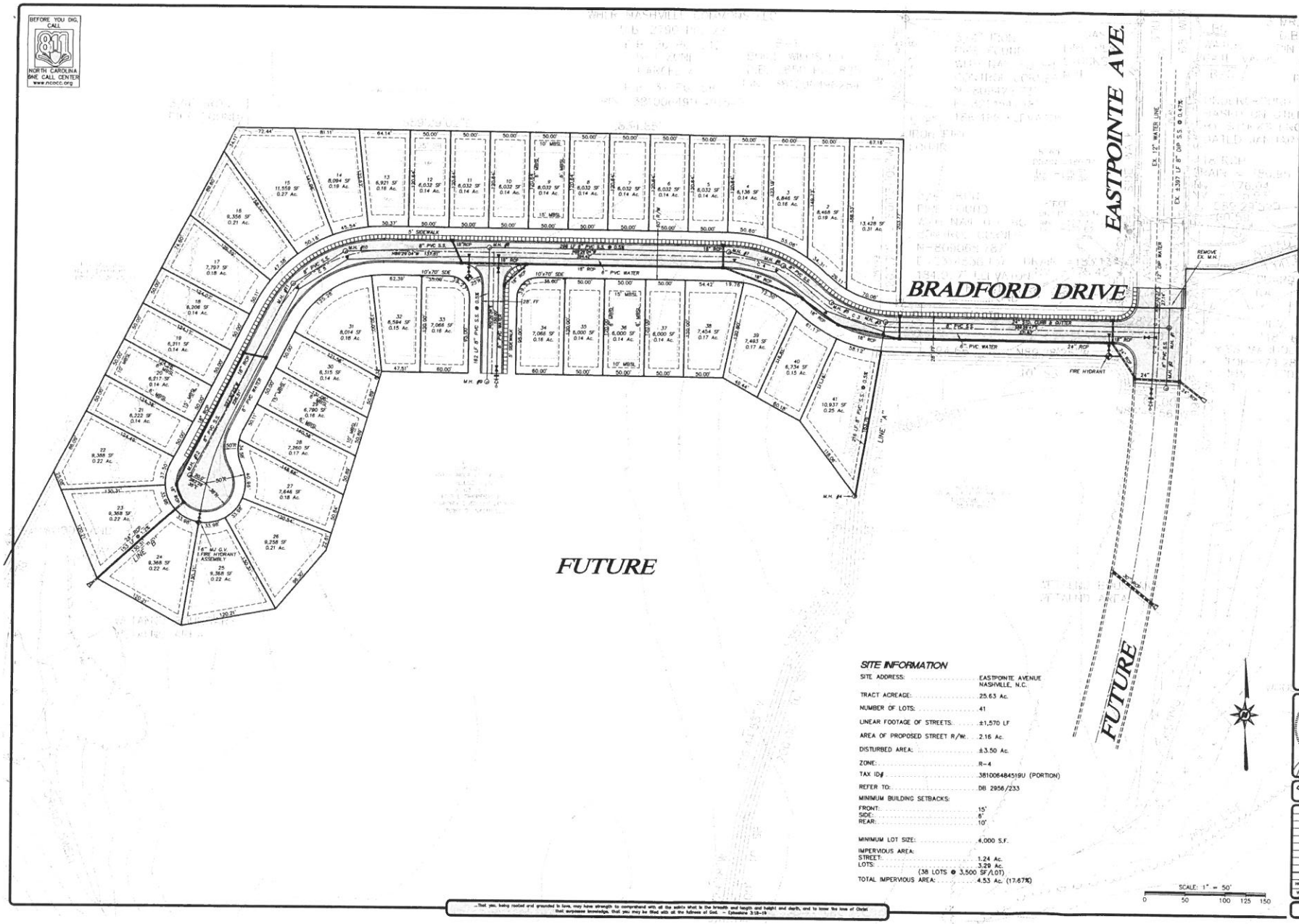

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SCALE: 1" = 50'
0 50 100 125 150

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STOCKS ENGINEERING
801 EAST WASHINGTON STREET
MOUNT AIRY, NORTH CAROLINA 27030
PHONE: (336) 789-5166
P.O. BOX 1106
FAX: (336) 789-5198
WWW.STOCKSENGINEERING.COM

BLN-C-1874

BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

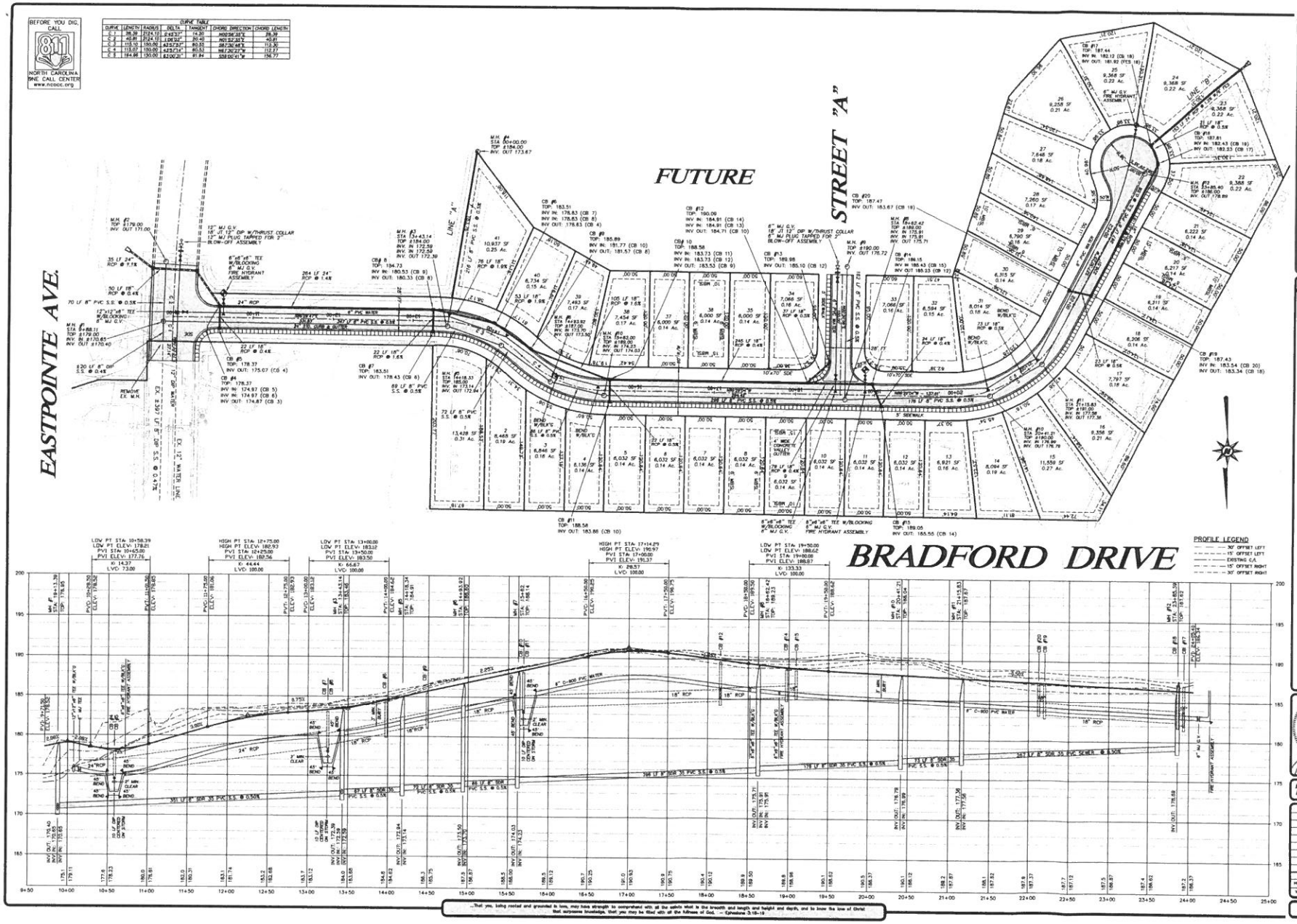
NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER MICHAEL STOCKS
7/2/2020

CONSTRUCTION PLAT

REVISIONS

FILE NO. 2020-001
HORZ. SCALE: 1"=50'
VERT. SCALE: NONE

CE-01


BEFORE YOU DIG, CALL
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NORTH CAROLINA BNE CALL CENTER
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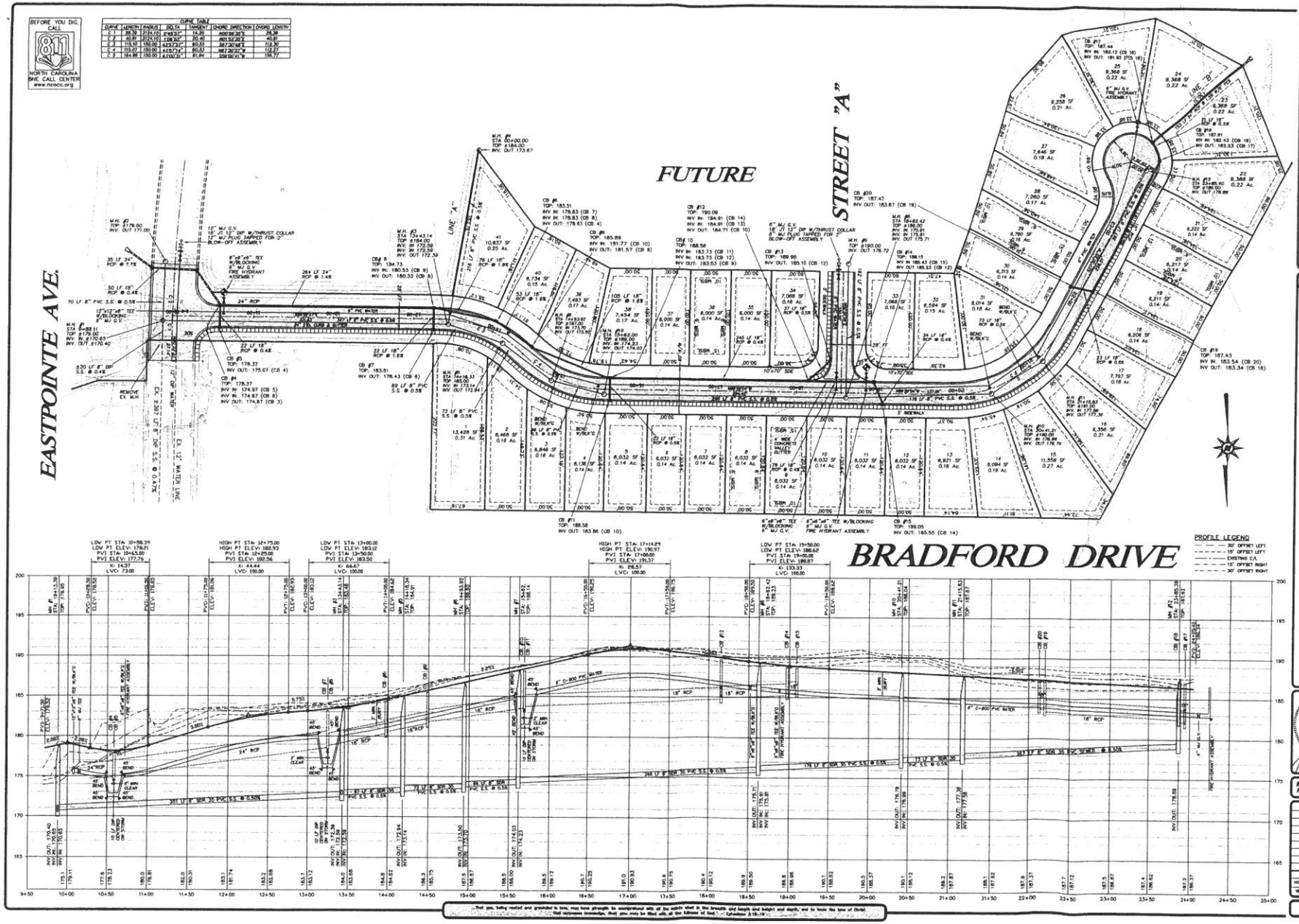
CURVE TABLE
FUTURE
STREET "A"
EASTPOINTE AVE.
BRADFORD DRIVE
PROFILE LEGEND
STOCKS ENGINEERING
BLN-C-1874
BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA
NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER J. MICHAEL STOCKS
7/2/2020
BRADFORD DR PLAN/PROFILE
REVISIONS
CE-02



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NORTH CAROLINA ONE CALL CENTER
www.ncocc.org
CURVE TABLE
FUTURE
STREET "A"
EASTPOINTE AVE.
BRADFORD DRIVE
PROFILE LEGEND
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BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA
NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER J. MICHAEL STOCKS
7/2/2020
BRADFORD DR PLAN/PROFILE
REVISIONS
FILE NO. 2020-001
HORZ. SCALE: 1"=50'
VERT. SCALE: NONE
CE-02

BEFORE YOU DIG, CALL 811
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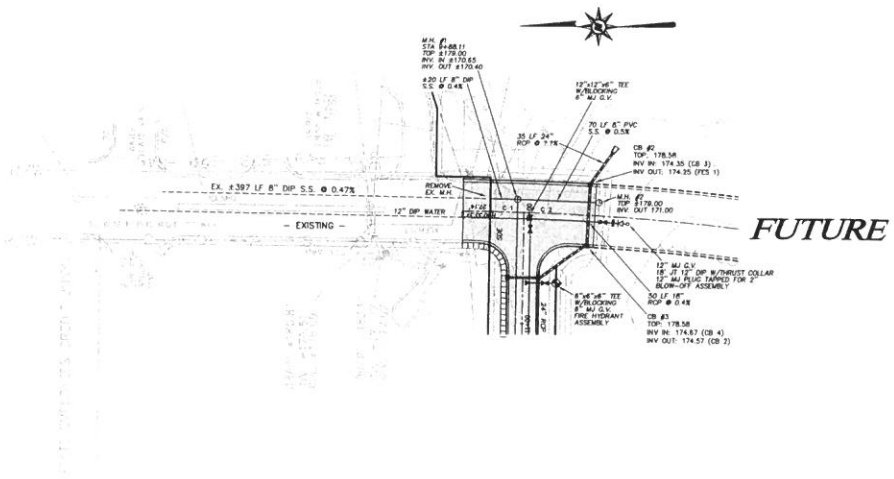
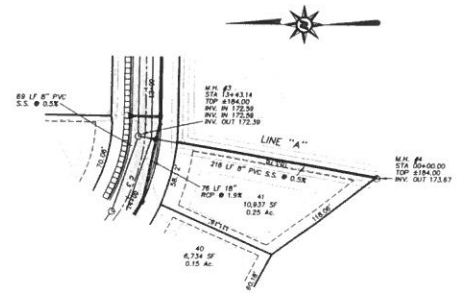
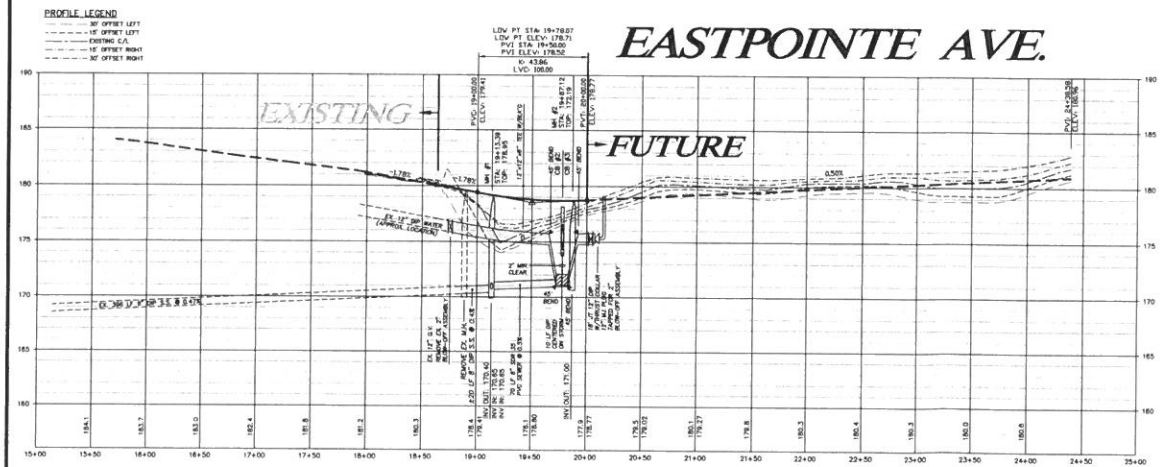
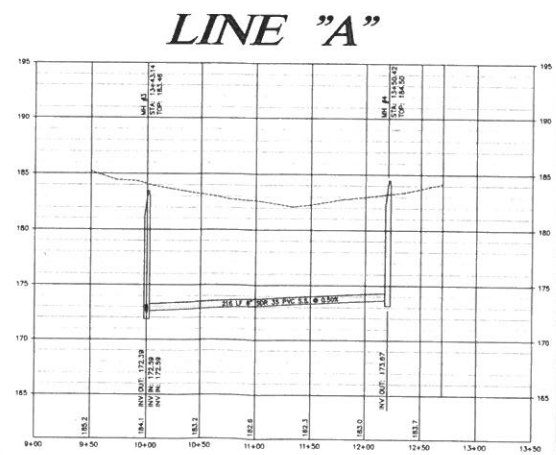
CURVE TABLE						
CURVE	LENGTH	RADIUS	DELTA	TANGENT	CHORD DIRECTION	CHORD LENGTH
C-1	28.39	2724.10	0°53'37"	14.20	N80°06'35"E	28.39
C-2	40.81	2724.10	1°08'58"	20.40	N80°30'30"E	40.81
C-3	115.10	150.00	43°57'57"	60.53	S67°30'48"E	112.30
C-4	115.07	150.00	43°57'54"	60.53	N67°30'27"W	112.27
C-5	164.96	150.00	63°00'31"	91.64	S59°00'41"W	156.77









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STOCKS ENGINEERING
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BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

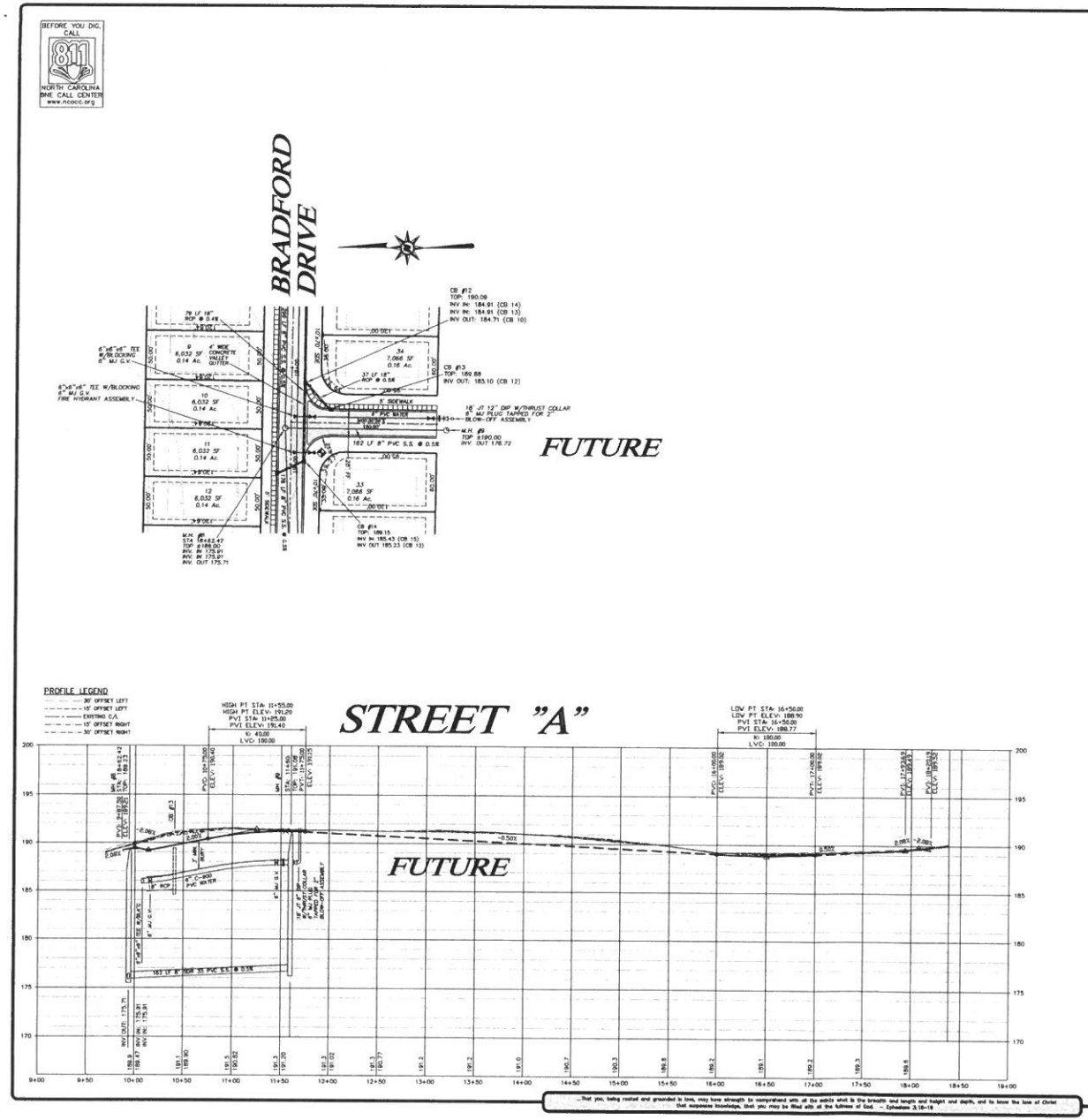
NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER J. MICHAEL STOCKS
7/1/2020

EASTPOINTE AVE.
LINE "A"

REVISIONS

FILE NO: 2020-001
HORZ. SCALE: 1"=50'
VERT. SCALE: NONE

CE-03



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BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER J. MICHAEL STOCKS
7/2/2020

STREET "A" PLAN/PROFILE

REVISIONS

FILE NO. 2020-001
HORZ. SCALE: 1"=50'
VERT. SCALE: NONE

CE-04

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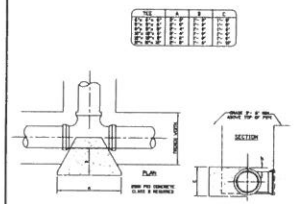
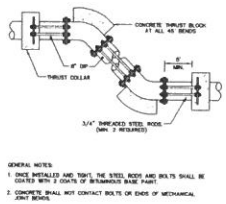
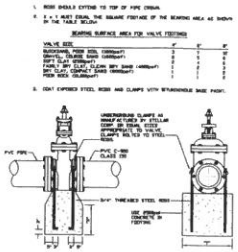


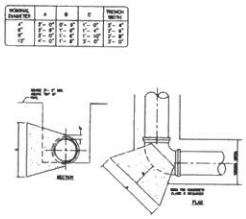
2.1 TRENCHING & BLOCKING OF TEES
NOT TO SCALE



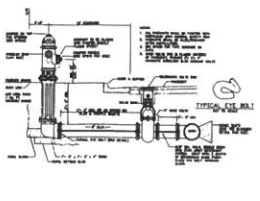
2.2 VERTICAL BEND DETAIL
NOT TO SCALE



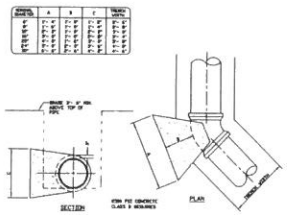
2.3 STANDARD VALVE FOOTING FOR PVC MAINS
NOT TO SCALE



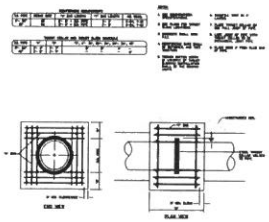
2.4 TRENCHING & BLOCKING OF 90° BENDS
NOT TO SCALE



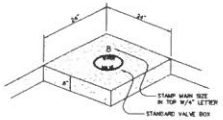
2.5 STANDARD FIRE HYDRANT INSTALLATION DETAIL
NOT TO SCALE



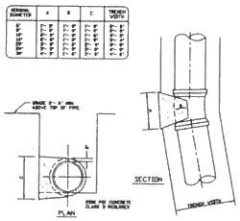
2.6 TRENCHING & BLOCKING OF 45° BENDS
NOT TO SCALE



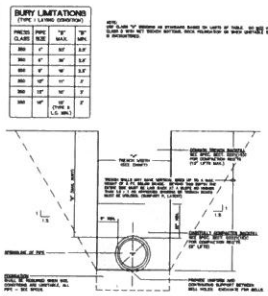
2.8 THRUST BLOCKING DETAIL
NOT TO SCALE



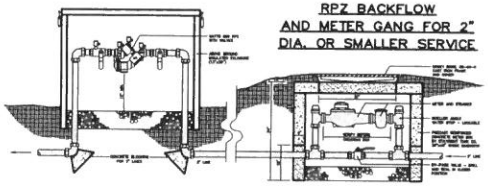
2.9 VALVEBOX SHOULDER SLAB FOR UNPAVED AREAS
NOT TO SCALE



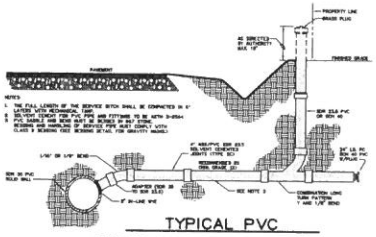
2.10 TRENCHING & BLOCKING OF 11 1/4° BEND
NOT TO SCALE



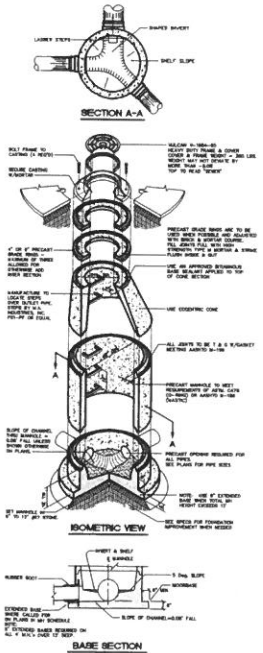
2.11 TRENCH DETAIL
NOT TO SCALE



RPZ BACKFLOW AND METER GANG FOR 2" DIA. OR SMALLER SERVICE



TYPICAL PVC SEWER LATERAL CONNECTION
NOT TO SCALE



SECTION A-A

ISOMETRIC VIEW

BASE SECTION

STANDARD MANHOLE
(IN PAVED AREAS)

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P.O. BOX 1108
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NASHVILLE, N.C. 27856
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BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

NORTH CAROLINA PROFESSIONAL SEAL 19843 ENGINEER MICHAEL STOCKS
7/2/2020

UTILITY NOTES AND DETAILS

REVISIONS

FILE NO. 2016-084
HORZ. SCALE: 1"=30'
VERT. SCALE: NONE

D-02

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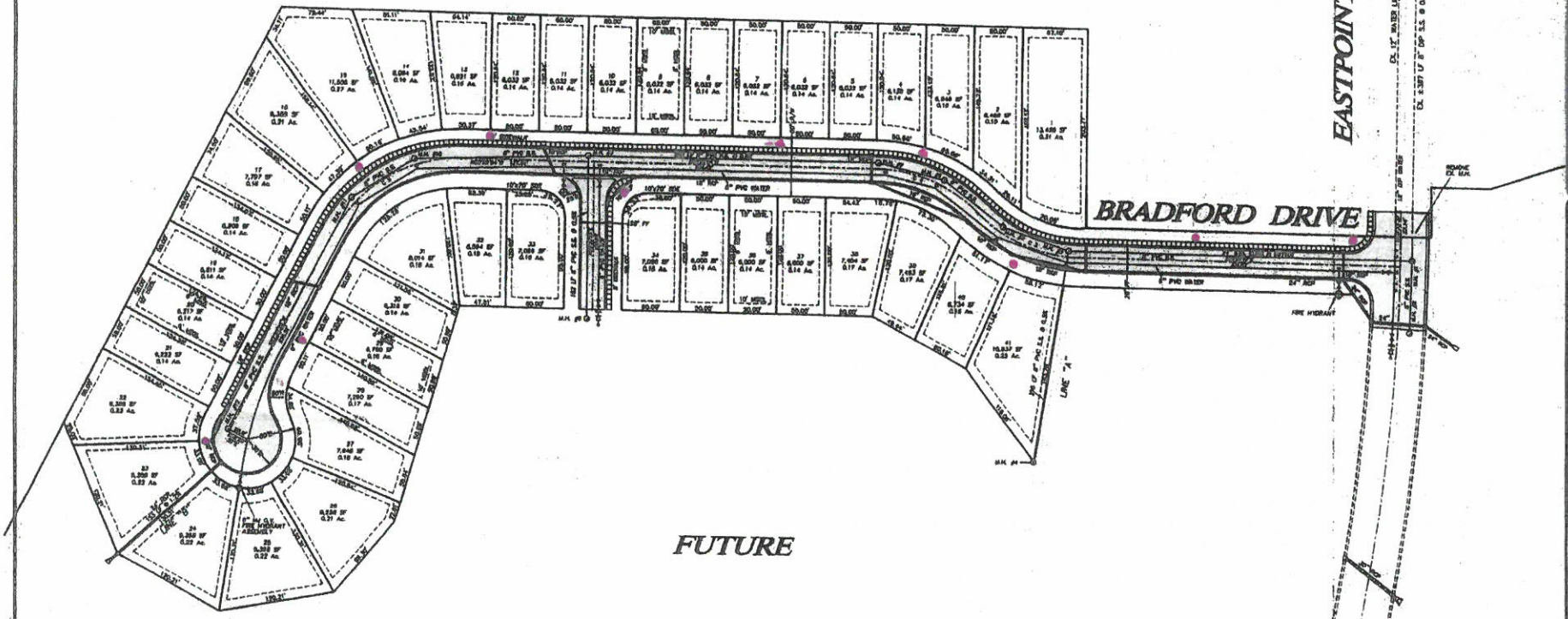
Street Light Locations
Indicated in Red



SITE INFORMATION

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NASHVILLE, N.C.

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DISTURBED AREA: ..... ±3.50 Ac.

ZONE: R-4

TAX ID# ..... 3810084843180 (PORTION)

REFER TO: ..... DB 2958/233

MINIMUM BUILDING SETBACKS:

FRONT: ..... 18'
SIDE: ..... 9'
REAR: ..... 10'

MINIMUM LOT SIZE: ..... 4,000 S.F.

IMPERVIOUS AREA:
STREET: ..... 1.24 Ac.
LOTS: ..... 3.29 Ac.
(38 LOTS @ 3,500 SF/LOT)
TOTAL IMPERVIOUS AREA: ..... 4.53 Ac. (17.67%)

SCALE: 1" = 50'
0 50 100 125 150

STOCKS ENGINEERING
SUITE 200 PHONE: (252) 442-8033
SUITE 200 FAX: (252) 442-8033
ROANOKE RAPIDS, NORTH CAROLINA 27870
WWW.STOCKSENGINEERING.COM

BLN-O-1974

BRADFORD PLACE SUBDIVISION - PHASE ONE
TOWN OF NASHVILLE, NORTH CAROLINA

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 19843 J. MICHAEL STOCKS
1/3/2020

CONSTRUCTION PLAT

REVISIONS

FILE NO. 2002-03
HORZ. SCALE 1"=50'
VERT. SCALE NONE

CE-01

Rule you, being naked and ignorant in God, you have strength to overpower with all the strife which is the benefit and length and height and depth, and to know the love of Christ, this surpasses knowledge, that you may be filled with all the fullness of God. ~ Ephesians 3:18-19

TOWN OF NASHVILLE PLANNING BOARD

Patsy McGhee, Chairman
Ann Collier, Vice-Chairman
Al Edwards
Shirley House

Dwight Jordan
Betty Tabron Lowe
Bill Lumpp

CONSTRUCTION PLAT:	*CP-2020-01*
Applicant / Representative:	Michael Stocks, PE
Mailing Address:	801 East Washington Street
Tax Map and Parcel(s):	381006484519U
Parcel Size:	+/- 25.63 acres
Location Address:	Eastpointe Avenue

REQUEST:
Request for a construction plat approval of a 41-lot major subdivision off Eastpoint Avenue, Zoning District R-4 (High-Density Residential). This parcel contains approximately 25.63 acres and identified by Nash County Tax Parcel Number 381006484519U.

STATEMENT OF CONSTRUCTION PLAT RECOMMENDATION:
At their meeting on August 26, 2020, the Planning Board voted to recommend ***approval*** of the Bradford Subdivision construction plat, with TRC review.

Motion to approve by: Bill Lump
Seconded by: Dwight Jordan

Vote: Unanimous to approve construction plat.

TOWN OF NASHVILLE

499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Randy Lansing, Town Manager
ISSUE CONSIDERED:	Sale of Timber on Town's 42-Acres

SUMMARY OF ISSUE: The Town of Nashville has received four competitive bids from pre-qualified logging companies for the purchase and harvest of timber on 42-acres of land owned by the Town off of Industry Court. The bids are as follows:

1. Tidewater Land & Timber, LLC, Pantego, NC $40,950
2. East Carolina Timber, LLC, Williamston, NC $42,280
3. Triangle East Timber Company, Mount Olive, NC..... $39,150
4. GatorWood, Incorporated, Wilson, NC $40,685

MANAGER'S RECOMMENDATION:	Approve Resolution 2020-18 Awarding a Timber Purchase & Harvest Contract on 42-Acres of Land Owned by the Town of Nashville
ATTACHMENT(S):	Resolution 2020-18 Awarding a Timber Purchase & Harvest Contract on 42-Acres of Land Owned by the Town of Nashville
REVIEWED BY TOWN MANAGER:	

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER

TOWN COUNCIL
LOUISE W. HINTON
KATE C. BURNS
LYNNE HOBBS
LARRY D. TAYLOR

RESOLUTION 2020-18

AWARDING A TIMBER PURCHASE AND HARVEST CONTRACT ON 42-ACRES OF LAND OWNED BY THE TOWN OF NASHVILLE

WHEREAS, the Town Nashville has a professional service contract with South Atlantic Timber Services, Inc. to pre-qualify logging companies and solicit bids for the purchase and harvest of 42-acres of land owned by the Town of Nashville off of Industry Court; and

WHEREAS, the following competitive bids have been received for the timber purchase and harvest:

1. Tidewater Land & Timber, LLC, Pantego, NC $40,950
2. East Carolina Timber, LLC, Williamston, NC $42,280
3. Triangle East Timber Company, Mount Olive, NC..... $39,150
4. GatorWood, Incorporated, Wilson, NC $40,685

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Nashville, North Carolina that a timber purchase and harvest contract is hereby awarded to East Carolina Timber, LLC, Williamston, North Carolina for $42,280. East Carolina Timber, LLC shall pay the full $42,280 to the Town of Nashville before any logging and harvesting operation shall begin. East Carolina Timber shall log and harvest the 42-acres of timber per the attached specifications.

ADOPTED this the 2nd day of June 2020 in Nashville, North Carolina.

_____
Brenda Brown, Mayor

ATTEST:

_____
Lou Bunch, Interim Town Clerk

(Seal)

Town of Nashville
Timber Harvesting Specifications

1. All trees and timber, which are cut and removed from said land shall be cut and removed therefrom on or before a date which is twenty-four (24) months from the date of the purchase and harvest contract.
2. For the purpose of cutting, removing and transporting the said timber and pulpwood, East Carolina Timber, LLC for itself, its servants, agents, and workmen, shall have the right of ingress, egress and regress through, across, over and upon all parts of the cutting area of the Town of Nashville. The Town, for itself, its heirs and assigns, covenants that it will take whatever action is necessary to provide the East Carolina Timber, LLC with good and sufficient access to the aforementioned area, and will prevent any plowing, ditching, or construction of fences across the farm roads, paths or access areas on said property, and will prevent any plowing, ditching, or construction of fences within or adjoining the timbered or wooded areas on said property, and will prevent any other act whatsoever that would interfere with the cutting and removing of said timber and pulpwood. It is understood and agreed that the East Carolina Timber, LLC shall promptly and properly maintain the farm roads or paths used by it in the logging and removing of said timber and pulpwood and at the termination of the period allowed for cutting shall leave said farm roads or paths in good condition as they now are.
3. It is understood and agreed that damages to crops, buildings, fences, or culverts shall be the responsibility of the East Carolina Timber, LLC.
4. It is understood and agreed that there shall be no decking or loading in the open fields.
5. It is understood and agreed that no limbs, tops, laps, or other logging debris shall be left in roads, paths, ditches, streams, ponds or fields.
6. It is understood and agreed that no painted, chopped or flagged boundary trees shall be cut.
7. The East Carolina Timber, LLC and its employees shall at all times exercise reasonable care to minimize and reduce the hazard of fire by the use of good forestry practice.
8. It is understood and agreed that the East Carolina Timber, LLC agrees to harvest said trees and timber in accordance with North Carolina Forest Service Best Management Practice Guidelines for Water Quality including a Stream Management Zone so that the Forestry exemption under the N. C. Sedimentation Pollution Control Act of 1973 remains in effect.

TOWN OF NASHVILLE

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NASHVILLE, NC 27856
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Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Randy Lansing, Town Manager
ISSUE CONSIDERED:	Michael Hurt's Development of 9.42 Acres of Land at 608 Western Avenue

SUMMARY OF ISSUE: Michael Hurt, owner of 608 Western Avenue, has withdrawn his application to rezone this property from R-10 to Multifamily, and withdrawn his application for a special use permit to build multifamily apartment buildings. Mr. Hurt wants to discuss residential development ideas for the property with the Town Council.

MANAGER'S RECOMMENDATION:	Discuss with Mr. Hurt Residential Development Ideas for 608 Western Avenue
ATTACHMENT(S):	Mr. Hurt's Rezoning & Special Use Permit Withdrawal Letter Aerial Photo of 608 Western Avenue and Surrounding Area
REVIEWED BY TOWN MANAGER:	

HURT LLC

PO Box 9038 - Rocky Mount NC - 252.714.3710 - michaeljhurt@hurtorg.com

August 28, 2020

Randy Lansing
Town Manager
Town Of Nashville

Dear Sir,

This letter serves as our official withdrawal of the Zoning Change and Special Use Request for the property located at 608 Western Avenue Nashville, NC. I look forward to meeting with the board next week to further discuss options for this property. Thank you and your office for your time.

Sincerely

Michael J. Hurt

Owner, Hurt LLC

CONNECTGIS WEB HOSTING Nash County North Carolina

1:180 Feet

Overview Map

Quick Search

Clear

Lat Lon

Owner

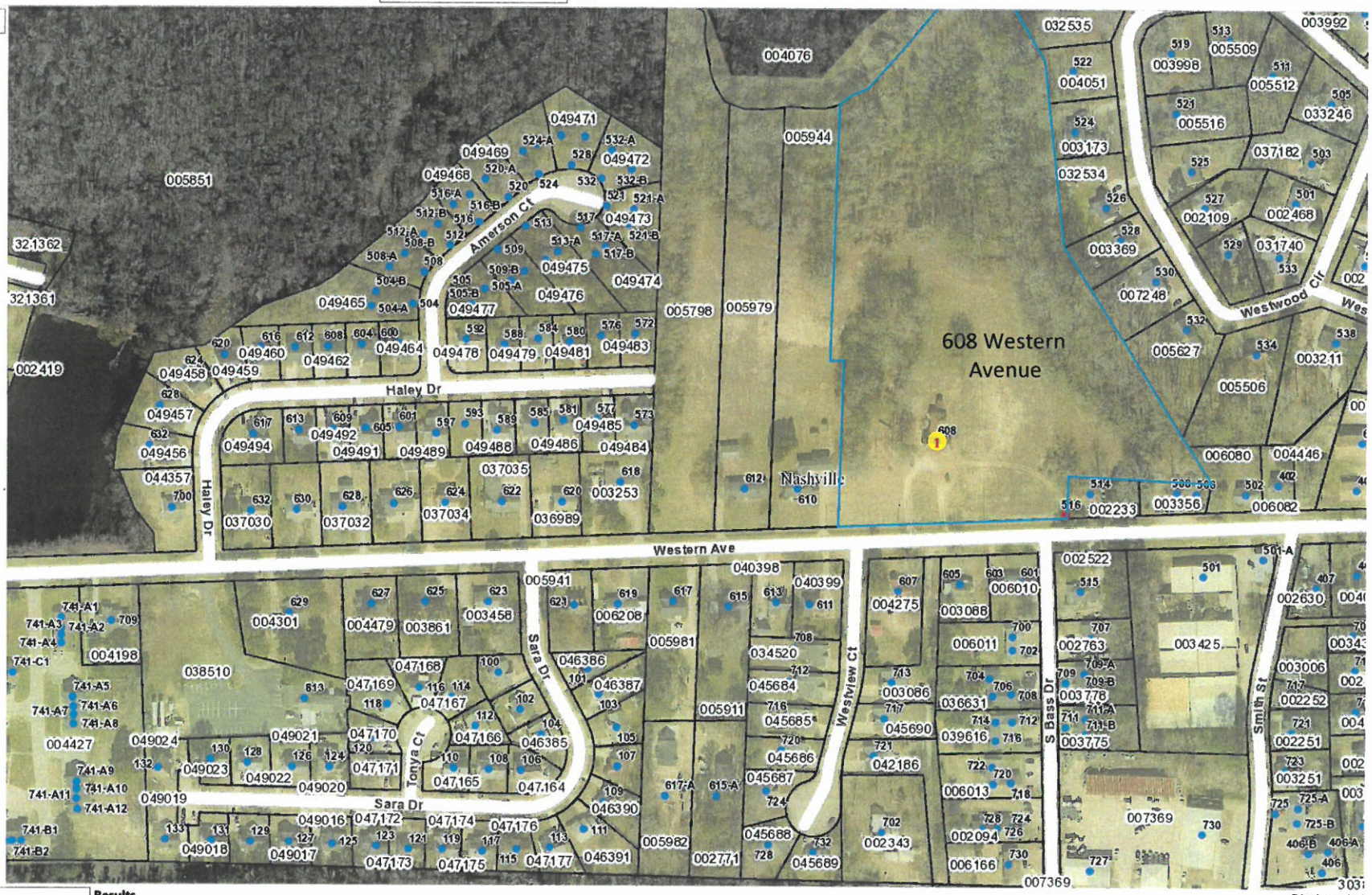
Address

608 WESTERN AVE NASHVIL

PARID

PIN

Street Name



Advanced Search

Search Builder

Coordinate Search

Comparable Search

Excel 2000/2003 **Results**

Display Label

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TOWN OF NASHVILLE

499 S. BARNES STREET
NASHVILLE, NC 27856
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(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Randy Lansing, Town Manager
ISSUE CONSIDERED:	Submission of an Asset Inventory Assessment Grant Application to inventory and GIS map the Town's Water and Sewer Systems

SUMMARY OF ISSUE: Annually the North Carolina Department of Environmental Quality (NCDEQ) provides Asset Inventory Assessment (AIA) grants, up to $150,000 per utility, to assist cities and towns to assess, inventory, and map their water and sewer systems. With old 2" galvanized water lines failing weekly, Nashville has a real need for such an asset inventory assessment. This year's AIA grant applications are due September 30th, and Mack Gay & Associates, an civil engineering firm in Rocky Mount, has offered to prepare and submit two AIA grant applications for the Town free of charge – one for water and one for sewer.

If awarded, the grants require a 10% local match ($15,000 on a $150,000 grant award), but $12,750 of it can be in-kind and only $2,250 hard money. The grant applications require submission of resolutions by the Town Council which are attached. Grant awards will be announced in April 2021.

MANAGER'S RECOMMENDATION:	Approve the submission of two $150,000 NCDEQ Asset Inventory Assessment grant applications to inventory and map the Town's water and sanitary sewer infrastructure.
ATTACHMENT(S):	1. Resolution 2020-19 Authorizing Submission of a Water Asset Inventory Assessment Grant application. 2. Resolution 2020-20 Authorizing Submission of a Wastewater Asset Inventory Assessment Grant application.
REVIEWED BY TOWN MANAGER:	

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER

TOWN COUNCIL
LOUISE W. HINTON
KATE C. BURNS
LYNNE HOBBS
LARRY D. TAYLOR

RESOLUTION 2020-19

RESOLUTION AUTHORIZING SUBMISSION OF WATER ASSET INVENTORY ASSESSMENT GRANT TO THE NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government for water and sanitary sewer asset inventory assessments, and

WHEREAS, the Town of Nashville has need for and intends to complete an asset inventory assessment for the Town of Nashville's public water supply.

NOW THEREFORE, Be It Resolved by the Town Council of the Town of Nashville, North Carolina as follows:

Section 1. That the submission of a $150,000 grant to the North Carolina Department of Environmental Quality for an asset inventory assessment of the Town's public water supply is hereby authorized.

Section 2. That if the cost of the asset inventory assessment is more the $150,000, the Town of Nashville, the Applicant, will cover the remaining costs.

Section 3. That Town Manager, Randy Lansing, is hereby authorized to execute and file the application on behalf of the Town of Nashville with the State of North Carolina for a grant to aid in to the asset inventory assessment. The Town Manager is also hereby authorized and directed to furnish such information as the North Carolina Department of Environmental Quality may request in connection with the asset inventory assessment, and execute other documents as may be required in connection with the application.

Section 4. That the Town of Nashville is substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the asset inventory assessment and to Federal and State funding pertaining thereto.

PASSED and **APPROVED** this the 1st day of September 2020.

ATTEST:

_____
Brenda Brown, Mayor

_____
Lou C. Bunch, Interim Town Clerk

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER

TOWN COUNCIL
LOUISE W. HINTON
KATE C. BURNS
LYNNE HOBBS
LARRY D. TAYLOR

RESOLUTION 2020-20

RESOLUTION AUTHORIZING SUBMISSION OF WASTEWATER ASSET INVENTORY ASSESSMENT GRANT TO THE NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government for water and sanitary sewer asset inventory assessments, and

WHEREAS, the Town of Nashville has need for and intends to complete an asset inventory assessment for the Town of Nashville's sanitary sewer collection system, and

NOW THEREFORE, Be It Resolved by the Town Council of the Town of Nashville, North Carolina as follows:

Section 1. That the submission of a $150,000 grant to the North Carolina Department of Environmental Quality for an asset inventory assessment of the Town's sanitary sewer collection system is hereby authorized.

Section 2. That if the cost of the asset inventory assessment is more the $150,000, the Town of Nashville, the Applicant, will cover the remaining costs.

Section 3. That Town Manager, Randy Lansing, is hereby authorized to execute and file the application on behalf of the Town of Nashville with the State of North Carolina for a grant to aid in to the asset inventory assessment. The Town Manager is also hereby authorized and directed to furnish such information as the North Carolina Department of Environmental Quality may request in connection with the asset inventory assessment, and execute other documents as may be required in connection with the application.

Section 4. That the Town of Nashville is substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the asset inventory assessment and to Federal and State funding pertaining thereto.

PASSED and **APPROVED** this the 1st day of September 2020.

ATTEST:

Brenda Brown, Mayor

Lou C. Bunch, Interim Town Clerk

TOWN OF NASHVILLE

P.O. Box 987
499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Samantha Sanchez, Finance Director
ISSUE CONSIDERED:	Proposal for Garbage Truck Financing
SUMMARY OF ISSUE:	On July 16, 2020 I published a Request for Proposals in the Nashville Graphic and on the Town's website for installment financing for the purchase of a new garbage truck. I directly solicited eight (8) banks and received three (3) proposals. BB&T offered the lowest rate of 1.67% with a five (5) year term, well below the budgeted rate.
STAFF RECOMMENDATION:	Approve resolution approving BB&T's financing terms
ATTACHMENT(S):	Resolution Approving Financing Terms BB&T Proposal, Southern Bank Proposal, Providence Bank Proposal
REVIEWED BY TOWN MANAGER:	

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER

TOWN COUNCIL
LOUISE W. HINTON
KATE C. BURNS
LYNNE HOBBS
LARRY D. TAYLOR

RESOLUTION 2020-21

Resolution Approving Financing Terms

WHEREAS: The Town of Nashville, NC ("Borrower") has previously determined to undertake a project for the financing of garbage truck (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Borrower hereby determines to finance the Project through Truist Bank ("Lender") in accordance with the proposal dated July 30, 2020. The amount financed shall not exceed $350,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.67%, and the financing term shall not exceed five (5) years from closing.

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

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

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

5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby

repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this_____day of_____, 2020

By:_____ By: _____

Title:_____ Title: _____

SEAL

BB&T

Branch Banking & Trust Company

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

July 30, 2020

Ms. Samantha Sanchez
Town of Nashville, NC
PO Box 987
Nashville, NC 27856-0987

Dear Ms. Sanchez:

Truist Bank ("Lender") is pleased to offer this proposal for the financing requested by the Town of Nashville, NC ("Borrower").

PROJECT:	Garbage Truck Financing
AMOUNT:	$350,000.00
TERM:	5 years
INTEREST RATE:	1.67%
TAX STATUS:	Tax Exempt – Bank Qualified
PAYMENTS:	Interest: Semi-Annual Principal: Semi-Annual
INTEREST RATE CALCULATION:	30/360
SECURITY:	Vehicles and Equipment
PREPAYMENT TERMS:	Prepayable in whole at any time without penalty
RATE EXPIRATION:	September 14, 2020
DOCUMENTATION/ LEGAL REVIEW FEE:	N/A
FUNDING:	Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender before closing.

REPORTING REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than $10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (803) 251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

Truist Bank

Andrew G. Smith
Senior Vice President

Town of Nashville Garbage Truck DRAFT Payment Schedule

Compounding Period: Semiannual

Nominal Annual Rate: 1.670%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	07/30/2020	350,000.00	1		
2	Payment	01/30/2021	36,627.42	10	Semiannual	07/30/2025

TValue Amortization Schedule - Normal, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	07/30/2020				350,000.00
1	01/30/2021	36,627.42	2,922.50	33,704.92	316,295.08
2021 Totals		**36,627.42**	**2,922.50**	**33,704.92**	
2	07/30/2021	36,627.42	2,641.06	33,986.36	282,308.72
3	01/30/2022	36,627.42	2,357.28	34,270.14	248,038.58
2022 Totals		**73,254.84**	**4,998.34**	**68,256.50**	
4	07/30/2022	36,627.42	2,071.12	34,556.30	213,482.28
5	01/30/2023	36,627.42	1,782.58	34,844.84	178,637.44
2023 Totals		**73,254.84**	**3,853.70**	**69,401.14**	
6	07/30/2023	36,627.42	1,491.62	35,135.80	143,501.64
7	01/30/2024	36,627.42	1,198.24	35,429.18	108,072.46
2024 Totals		**73,254.84**	**2,689.86**	**70,564.98**	
8	07/30/2024	36,627.42	902.41	35,725.01	72,347.45
9	01/30/2025	36,627.42	604.10	36,023.32	36,324.13
2025 Totals		**73,254.84**	**1,506.51**	**71,748.33**	
10	07/30/2025	36,627.42	303.29	36,324.13	0.00
2026 Totals		**36,627.42**	**303.29**	**36,324.13**	
Grand Totals		**366,274.20**	**16,274.20**	**350,000.00**	

SINCE 1901
SouthernBank

July 31, 2020

INSTALLMENT PURCHASE CONTRACT PROPOSAL FOR:
Town of Nashville
PO Box 987
Nashville, North Carolina 27856
ATTN: Samantha Sanchez, Finance Director

OFFERED BY:
Southern Bank & Trust Company
121 East Main Street
PO Box 729
Mount Olive NC 28365

TYPE OF CONTRACT: A municipal installment purchase contract with the Town of Nashville responsible for all expenses related to the use of the vehicle/equipment/facility including taxes, insurance, and maintenance.

LOAN PURPOSE: To purchase a garbage truck.

LOAN AMOUNT: up to $350,000

TYPE OF LOAN: Term Loan

INTEREST RATE OPTION 1: Interest will accrue on the outstanding principal balance of the loan at the rate of 2.72% per annum.

INTEREST RATE OPTION 2: Interest will accrue on the outstanding principal balance of the loan at the rate of 2.23% per annum if the Town establishes its deposit relationship with Southern Bank and Trust Company.

TERMS OF REPAYMENT: The loan will be payable in ten (10) fixed principal payments of $35,000 each plus accrued interest. Payments will be due six (6) months from the day of closing, and each subsequent payment will be due every six (6) months thereafter. The loan will mature five (5) years from the day of closing, at which time all unpaid principal and accrued interest will be due and payable.

LOAN ORIGINATION FEE: 150.00

PREPAYMENT PENALTY: The loan may be prepaid in part or in full at any time without penalty.

LATE CHARGES: We will assess a late payment charge of 4% of the unpaid balance of any payment which is at least 15 days past due.

ESCROW FUNDING: Advance funding is available to allocate funding for the Vendors/Contractors before the delivery of equipment or as progress payments on construction projects. The Bank would pay the proceeds to an escrow and appoint Southern Bank as Escrow Agent to invest installment proceeds at money market rates. Interest proceeds would be paid to the Town monthly, quarterly, semiannually or annually by the Escrow Agent or accumulated in escrow. In addition, there will be a $15.00 charge for disbursement of funds transferred from Escrow by wire transfer.

CONDITIONS PRECEDENT:

1) Copy of invoice
2) Resolution approving the transaction from the Town's governing body (the resolution should include the name of the financial institution, the amount, the purpose, the rate and the term).

NON-APPROPRIATION/EARLY TERMINATION: The Town shall exercise its best efforts to obtain annual appropriations to meet fiscal year installment sale payments. The contract may be terminated without penalty, in the event of non-appropriations.

QUALIFIED TAX EXEMPT OBLIGATION: The Town will certify that the contract will be designed as a qualifying obligation under the $10,000,000 small issue exemption as described within Section 265b3 of the Tax Reform Act of l986.

NORTH CAROLINA GENERAL STATUTE: The contract / installment sale will conform to the requirements of North Carolina General Statute 159, article 8, 160A-20.

LOAN DOCUMENTS: The closing of the loan is contingent upon the proper execution and delivery of all of the loan documents the Bank believes are reasonably appropriate or required for this loan transaction (the "Loan Documents"). The Bank, in its sole discretion, will determine the form, terms and conditions of the Loan Documents. The Loan Documents routinely used in connection with loan closings include the note, security instruments (to include deeds of trust, security agreements, pledges, assignments, financing statements, etc.) and various verifications/certifications. At the present time, the Bank has not identified all of the Loan Documents which it may require in connection with this loan transaction.

FEES AND EXPENSES TO TOWN: All attorneys' fees including local counsel, bond counsel and Bank's counsel, stamps, taxes, recording fees, survey, appraisal, environmental impact certification and expenses will be the Town's responsibility.

LOAN CLOSING COSTS: The Town will be responsible for the payment of all costs and expenses incurred in connection with the closing of this loan, regardless of whether the loan actually closes.

PROPOSAL AND CONDITIONS: This is a proposal and not a commitment to provide funding. The closing of the transaction must occur on or before September 30, 2020. If the transaction is not closed on or before that date, our obligation to fund the transaction will terminate. If, prior to the closing of the transaction, there is a material adverse change in your financial condition, or if we discover adverse circumstances of which we are currently unaware, we may rescind this proposal and will have no obligation to fund the transaction. Final and full approval is subject to the approval of the Executive Management of Southern Bank & Trust Company.

This proposal will expire unless accepted in writing and received by the undersigned on or before August 7, 2020.

Southern Bank & Trust Company

By: Suzanne M. Burrows
Suzanne M. Burrows, Vice President

PROVIDENCE BANK

Commercial Loan Term Sheet

Date:	July 28, 2020
Borrower:	Town of Nashville
Purpose:	Funds will be used to purchase a new garbage truck.
Loan Amount:	Not to exceed $350,000.00
Interest Rate:	Fixed rate of 3.25%.
Loan Fee:	$150.00
Terms:	60 month term on a Semi-annual payment.
Amortization:	N/a
Guaranties Required:	Public funds no guaranties required.
Collateral:	1st lien on the vehicle being purchased.
Other Conditions:	*Maintenance of a financial condition satisfactory to the Bank. * Subject to standard underwriting and documentation requirements * Subject to appraisal satisfactory to bank.

Expiration Date of Terms: 9/31/2020

This is not a commitment to lend. The commitment might contain provisions which are not included above but are standard for commitment letters. This term sheet may not be shared with a third party without the expressed written permission of Providence Bank.

TOWN OF NASHVILLE

P.O. Box 987
499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Samantha Sanchez, Finance Director
ISSUE CONSIDERED:	Coronavirus Relief Funds
SUMMARY OF ISSUE:	Nash County has elected to share their allocation of Federal Coronavirus Relief Funds with eligible towns within the County. The Town of Nashville is eligible for up to $88,767 in Coronavirus Relief Funds. The attached CRF Plan is a preliminary plan for the use of these funds. The plan, which was submitted to Nash County on August 31, 2020, can be amended at any time.
STAFF RECOMMENDATION:	Approve the preliminary CRF Plan
ATTACHMENT(S):	CRF Plan
REVIEWED BY TOWN MANAGER:	

Nash County
North Carolina
Where Business meets Opportunity
Nash County Finance Office
120 W. Washington St. suite 3072
Nashville, NC 27856
252-462-2406 – Fax 252-459-9817

www.nashcountync.gov

July 30, 2020

Samantha Sanchez
Town of Nashville
PO Box 987
Nashville, NC 27856

Dear Ms. Sanchez:

Nash County received allocations under the Coronavirus Relief Fund (CRF) from the State of North Carolina under SL 2020-4 and SL 2020-80. Under SL 2020-80 Counties are required to allocate at least 25% of the total CRF funds for use by municipalities within the County for eligible COVID-related expenses.

Nash County has elected to allocate the 25% allotment to each municipality within the County with an initial allocation as approved with the first allotment from SL2020-4 of $20,000 to each municipality within in the County (with the exception of Sharpsburg and Whitakers located in more than one County) and the remaining of the total 25% allocated using per capita percentage of the County population. Based on this method, Nashville is eligible to receive up to **$88,767.**

These funds are subject to specific reporting and use guidance release by the U.S. Treasury and the NC Office of State Budget and Management including, but not limited to the following:

- Must be spent by December 30, 2020
- Must be spent on eligible, COVID-related expenses
- COVID expenses incurred during between March 1, 2020 and December 30, 2020
- All expenditures are subject to audit
- Subject to recoupment if spent on ineligible expenses
- Budgeted and accounted for in a special revenue fund per NCGS 159-26(b)(2)
- Local governments are responsible for documenting the dedication and duties
- Required monthly and final reporting requirements
- Subject to Uniform Guidance
- Subject to CRF Plan submittal

Each Municipality receiving funds must develop a CRF Plan for the use of these funds. The plan must be submitted to Nash County before August 31, 2020 as Nash County is required to submit these plans to the NC Pandemic Recovery Office (NCPRO) on September 1, 2020. The plan template and review of the NCPRO website provide

information on eligible uses of the funds including protective screening for offices, PPE and expenses of providing emergency paid sick etc.

Once the Municipal CRF plan is received by Nash County as required, the funds will be distributed to your municipality. If the plan submitted is less than the allotted amount, only the plan identified funds will be distributed and the excess funds will be reallocated by the County.

Your local government is ultimately accountable for the use of these funds. As part of the accountability each month your local government is responsible for submitting to Nash County a status (C-1) report and use (C-2) report. Nash County is responsible for submitting these reports to NC PRO. These reports are due to Nash County by the 17th of each month, as they are due to NCPRO on the 20th of each month.

Enclosed with this letter is the Municipal CRF Plan Template:

- Municipal CRF Plan – Due before August 31, 2020

NOTE: Nash County will not distribute funds until a signed plan has been submitted

The Monthly status reports C-1 and C-2 will be submitted when available to the County

- C-1 Covid-19 Grant Project Status Report
  Due each month through December 2020 by the 17th of the current month.
- C-2: NCPRO Coronavirus Grant – Monthly Reimbursement Request
  Due each month through December 2020 by the 17th of the current month

You will also be required to submit a final report detailing use of funds.

The next step is to review the information enclosed. I would encourage you to also visit the NC Pandemic Recovery Office (NCPRO) website for more information explaining the eligible and ineligible uses of CRF funding at www.nc.gov/agencies/ncpro.

Submit your application and monthly forms to:

Emily Moore, Nash County Administrative Assistant
emily.moore@nashcountync.gov
252 462-2027

I look forward to hearing from you. If you have questions, feel free to contact me or Melanie Eason. Our contact information is attached.

Sincerely,

Donna Wood

Donna Wood, Finance Director

cc: Randy Lansing, Town Manager (via email)

North Carolina Pandemic Recovery Office
Coronavirus Relief Fund (CRF)
Town of Nashville CRF Plan

Instructions

1. This document is to be used by municipalities to document the planned use of the CRF monies allotted in Session Law 2020-80.

2. Please add the name of your Municipalitey infront of the existing name in the title as follows: "_____ CRF plan" and on the Excel Template Name

3. Submit your plan to Emily.Moore@nashcountync.gov before August 31, 2020.
Nash County must submit all Municipal Plans by September 1, 2020.
Funding to the Municipality will not be avaible until your plan has been received by the County.
The actual distribution will be based on your Plan up to your established allotment.

4. Under Categories. Please aggregate the amount of all expenses for that specific category. The total must not exceed your allotment.

The Municipality is responsible for maintaining adequate documentation to support expenditures. If estimates are being used the methodology must be documented and defensible. The Municipality is responsible for following the Federal *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* promulgated by the United States Office of Management and Budget unless the US Treasury publishes guidance stating otherwise.

Municipal Information

Name of Municipality: Town of Nashville
Person Submitting: Samantha Sanchez
Title: Finance Director
Email: samantha.sanchez@townofnashvillenc.gov
Phone Number: 252-459-4511 x 226

Planned Expenditures

Categories	Amount
1. Medical expenses such as: • COVID-19-related expenses of public hospitals, clinics, and similar facilities. • Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs. • Costs of providing COVID-19 testing, including serological testing. • Emergency medical response expenses, including emergency medical transportation, related to COVID-19. • Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.	

2. Public health expenses such as: • Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19. • Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency. • Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency. • Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety. • Expenses for public safety measures undertaken in response to COVID-19. • Expenses for quarantining individuals.	$ 20,000.00
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.	$ 10,000.00
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as: • Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions. • Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions. • Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions. • Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions. • COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions. • Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.	$ 20,000.00
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as: • Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.	$ 38,767.00
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.	
Grand Total	**$ 88,767.00**

Signature

Title: Finance Director

Date: September 1, 2020

TOWN OF NASHVILLE

P.O. Box 987
499 S. BARNES STREET
NASHVILLE, NC 27856
WWW.TOWNOFNASHVILLE.COM
(252) 459-4511

Town Council
AGENDA REPORT

MEETING DATE:	September 1, 2020
PREPARED BY:	Samantha Sanchez, Finance Director
ISSUE CONSIDERED:	Budget Amendments 3 & 4
SUMMARY OF ISSUE:	The Library was awarded a Federal LSTA CARES grant to purchase computer equipment. No match is required. Budget Amendment 3 appropriates these funds for expenditure. On August 4th, Council approved a flow meter study. Budget Amendment 4 appropriates funds for this project.
STAFF RECOMMENDATION:	Approve Budget Amendments 3 & 4
ATTACHMENT(S):	Budget Amendments 3 & 4
REVIEWED BY TOWN MANAGER:	

BUDGET AMENDMENT
FISCAL YEAR 2020-2021

Budget Amendment # **3**

Account #	Account Description	Current Budget	INCREASE	DECREASE	Amended Budget
Fund	**10-General Fund**				
Revenues:					
10-349-0302	FEDERAL GRANTS LIBRARY	$ 16,867.00	$ 10,000.00		$ 26,867.00
			NET CHANGE IN REVENUES		**$ 10,000.00**
Expenditures:					
10-630-4205	FEDERAL GRANTS LIBRARY	$ 16,867.00	$ 10,000.00	$ -	$ 26,867.00
			NET CHANGE IN EXPENDITURES		**$ 10,000.00**

EXPLANATION:
The library was awarded the Federal LSTA CARES grant for the purchase of tablets, notebooks, and laptops to be used in programming.
The grant does not require a local match.

Approved by Town Manager _____ 8-26-20
Date

posted:

Approved by Town Council _____ Item #:
Date

BUDGET AMENDMENT
FISCAL YEAR 2020-2021

Budget Amendment # **4**

Account #	Account Description	Current Budget	INCREASE	DECREASE	Amended Budget
Fund	**10-General Fund**				
Revenues:					
30-399-0000	NET ASSET APPROPRIATION	$ 19,238.00	$ 21,000.00		$ 40,238.00
			NET CHANGE IN REVENUES		**$ 21,000.00**
Expenditures:					
30-820-0400	PROFESSIONAL SERVICES	$ 15,000.00	$ 21,000.00	$ -	$ 36,000.00
			NET CHANGE IN EXPENDITURES		**$ 21,000.00**

EXPLANATION:
On August 4th, Council approved the installation of a temporary flow meter for analysis purposes on Old Carriage Rd.
This budget amendment appropriates funds needed to complete the project, which includes rental of the meter ($15,500) and the flow study ($5,500).

Approved by Town Manager _____ 8-26-20
Date

posted:

Approved by Town Council _____ Item #:
Date