

DRAFT Called Meeting Minutes

Tuesday, August 18, 2020

The Town Council of the Town of Nashville held a Called Meeting on Tuesday, August 18, 2020 at 5:00 PM in order for a quorum of the Town Council to be present for the Nashville Downtown Strong Advisory Board Meeting. Members Present: Mayor Brenda Brown, Mayor Pro-Tem Kate Burns, Council Member Louise Hinton, and Council Member Lynne Hobbs. Absent: Council Member Larry Taylor. Staff Present: Lou Bunch – Human Resources Director and Interim Town Clerk, Sherry Moss – Planning and Development Director, Tina Price – Planner I/Code Enforcement Officer, and Chris Joyner – Fire Chief.

1. Mayor Brown called the meeting to order at 5:00 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 August 18, 2020 meeting minutes of the Nashville Downtown Strong Advisory Board will 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 (3-0). Mayor Brown declared the meeting adjourned at 5:55 PM.

Brenda Brown, Mayor

ATTEST:

Lou C. Bunch, Interim Town Clerk

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

**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 5:00 PM in Town Council Chambers. Members Present: Chairman Dylan Bunch, Amy Beasley, Susan Phelps, Luke Whitehead, and Council Liaison Mayor Pro Tem Kate Burns. Absent: Carrie Conrad, Brian Hutson, and Cindy Scheipers.

Staff Present: Lou Bunch – Human Resources Director and Interim Town Clerk, Sherry Moss – Planning and Development Director, Tina Price – Planner I/Code Enforcement Officer, and Chris Joyner – Fire Chief.

1. Chairman Bunch called the Downtown Strong Advisory Board meeting to order at 5:01 PM.
2. Chairman Bunch called for the Discussion of the Design, Style, Color, and Placement of Public Parking Signs to Direct Downtown Shoppers and Business Clients to the Courthouse's West Parking Lot.

Chairman Bunch stated that he has driven around and has taken pictures of the directional signage in Town. Mayor Brown commented that some of the signs cannot be seen because of the color. Mayor Pro Tem Burns agreed that they blend in with the trees. Chairman Bunch added that some signs cannot be seen if a car is parked in front of it; the signs are not visible. Ms. Phelps commented that we have both wayfinding signs and the gateway entry signs in town. Mayor Pro Tem Burns pointed out that the Town signs seem to be blue in color and that many of the signs she was looking at us getting were blue and green in color. She asked how the Board felt about that type of aesthetic. Chairman Bunch mentioned that he liked the large "P" sign for a parking sign. Mayor Pro Tem Burns commented that Mr. Lansing had been checking with DOT to have the signs placed on the streetlight arms. Ms. Phelps stated that for parking they had talked about putting the signage on the over-arches, but she did not know if they needed to add additional signage or to revamp the wayfinding signs to highlight parking on those. Mayor Pro Tem Burns suggested having the large "P" sign before the major signs and then the major signs should spell out "Parking Lot This Way." Chairman Bunch agreed, and commented that he liked the large cut out "P" sign because it makes it clear. Mayor Pro Tem Burns stated that she felt like the big "P" signs should be the ones that you see before the larger signs that are on the posts, and the posts should really say "Parking" so that everyone knows what the big "P" stands for. Ms. Beasley suggested having those signs coming up the hill. Mayor Pro Tem Burns stated that they need to know which points of entry those should also be at.

Ms. Phelps asked if they are only talking about directing parking to the courthouse parking lot or about all the signs in general. Mayor Pro Tem Burns replied that at this point they are talking about parking, but they do need to address signage in general. Chairman Bunch suggested that they start with parking and use that to get to the next step. Mayor Pro Tem Burns commented that the current "2-Hour Parking" signs are inviting anybody to come park there as long as they are there for just the two hours. She asked if they could change the signs to "Customer Only Parking." Ms. Phelps commented that she likes that better than the idea of metering the parking. Mayor Pro Tem Burns commented that she feels like this could be a cheap first step and then later on if it does not work then they could discuss meters. Chairman Bunch commented that he is worried that you would even get enough fees to justify the cost of the meters. Ms. Phelps expressed concern that meters would deter more than help. Ms. Beasley agreed with changing those signs to "Customer Only Parking."

Jill Boone suggested having "Customer Only Parking" on the business side and keeping the courthouse side like it is now. She commented that it would be an equitable distribution of parking, where people could still run into the courthouse on the courthouse side. She then asked about the parking signage and where it would be placed. Mayor Pro Tem Burns replied that a "P" sign would be placed on a pole before you get to the "Parking" sign on the lights, then they would have big "Parking" signs with an arrow on the crossbeam. Ms. Boone asked if they would be placed at the other end of the street on the big arches. Mayor Pro Tem Burns mentioned having arrows that lead to the parking and once there you would have a nice big sign that indicates the parking is there. Mr. Whitehead referred to the parking sign from the City of Wilmington; Mayor Pro Tem Burns commented that this is the sign she is referring to for the cross arms. Ms. Phelps stated that Wilmington and Little Washington have similar signs that she was thinking of using. Mr. Whitehead asked if they could add a silhouette of the business district like Wilmington does on its signs to help with branding. He also commented that he likes using "Customer Parking Only" because it is not as intense as meter parking, and suggested using the silhouette on those as well. Mayor Pro Tem Burns stated that she wanted to keep the signs looking drastically different so people would not confuse customer parking with public parking.

Ms. Boone asked how the customer parking would be enforced. Mayor Pro Tem Burns commented that she would not even have the two hour limit on customer parking because the customers may still be shopping after two hours. Ms. Boone asked how they would enforce the parking if there are cars that sit there all day long like they do now. Chairman Bunch commented that by changing the branding we would be changing the attitude that this is customer parking, not courthouse parking. Ms. Boone understood that but stated that she does not want to be back talking about this in a year when nothing has changed. Mayor Pro Tem Burns noted that with the signage they would still need enforcement. Ms. Boone commented that she thinks it would be nice to make it customer parking, but they could put anything on the sign and noncustomers would still continue to park there; she thinks they need to have some kind of limitations, otherwise they are not going to know why those people are parked there all day. She commented that she thinks they are going to have the same issues a year from now and that they will have spent money on signage that doesn't work. Mayor Pro Tem Burns then suggested, that regardless of what people are doing downtown, having signs that say "Customer Parking – 2 Hour Limit." Ms. Boone suggested adding the times up until 2:00 pm, because after 2:00 pm there is not normally an issue. Chairman Bunch commented that they need to remember that everything that is added to a sign will make it bigger and takes away from the area. Ms. Boone commented that if they are going to change anything with the signs, then they should add all the hours that it will be enforced; she thinks that people may take the word "Customer" and say that they are a customer of the courthouse and still park there. Ms. Phelps suggested using "Merchant Parking Only" signs. Ms. Boone said that is fine, but you do not know who is actually parking there. Chairman Bunch agreed with using "Merchant Parking Only" and that if it becomes an issue then in a year they can add another sign that limits it to two hours; this way they are not wasting money. Ms. Phelps added that they can put "2-Hour Time Limit" on the sign as well, but the enforcement is a police department issue.

Edward Glenn Smith stated that he would like to hear how it would be enforced, especially when there are deputies that are parking in front of the merchants instead of in their own parking lot. Mayor Pro Tem Burns commented that it is a valid point and that it was brought up at the last meeting that before they start doing any video surveillance they would need to do signage; she added that we do need to figure out the enforcement end of it, but this is based on the theory that a lot of people just don't know about where to park. She added that the deputies do know where to park, but this signage is for the other people that just don't know that public parking is available. She stated that it does concern her that the "2-Hour Parking" signs do invite anyone to park, not just the customers. Ms. Boone commented that if those that were coming to the courthouse would just come, park, then leave it would not be an issue, but they stay all

day; she thinks these signs will make it more likely for them to park there because they will say that they are customers of the courthouse. She asked why they couldn't try putting up signage that says there is public parking and then see what happens; if it is still an issue then they can revisit changing all the signs on the street front. Ms. Phelps suggested that they start with figuring out how many of the "P" signs and "Parking" signs for the rails they would like, get a quote on the price for those, and also get a quote on the price for the "Merchant Only Parking" signs on the storefront side. Council Member Hinton pointed out there is also a law office on the storefront and asked if "merchant" would apply to them. Mayor Pro Tem Burns stated that "merchant" would apply to anyone who is conducting business within that area. Jo Anne Cooper also mentioned that there may need to be a new conversation with the Sheriff's Department because after the courthouse shooting they had asked the Council to be able to place a couple of cars in front of the courthouse as a deterrent; she commented that maybe over the years that has become a little lax and they may need to have a conversation with them about that.

Mr. Whitehead stated that the biggest issue with the people coming to court is getting them to turn left before they even get to the courthouse; he asked if a "Public Parking" sign would solve the issue or if it would need to say "Courthouse Parking." Mayor Pro Tem Burns commented that they also want the merchants to also be able to park there if they need overflow parking. Ms. Boone mentioned having something in the court paperwork saying where they need to park for courthouse parking, and commented that this would be a big help. Ms. Phelps asked where the "P's" would need to be located. Ms. Beasley replied that they need one coming up the hill; the board reached consensus that it needs to be after Church on the Rise before you turn left and another sign needs to be on the cross-arm. Ms. Beasley suggested having the sign read "Parking – Left Lane." She added that they need another one coming from the other side after the Battleship that reads "Parking – Straight Ahead." Mayor Pro Tem Burns agreed and suggested putting that sign on the arm at the Battleship and having "P" signs directing them to make a right. Ms. Beasley suggested adding "Free" to the parking signs. Ms. Phelps stated that they will plan for three signs on each side of Washington Street, one overhead sign on each side of the Barnes Street light, and one in the parking lot; additional signs were suggested for the Boddie Street and Alston Street cross-arms. Mr. Whitehead commented that they need to have a long range plan for securing future parking instead of putting band-aids on everything.

3. Chairman Bunch called for the next item as Discussion of Paid Parking on the South Side of Washington Street between Boddie Street and Barnes Street.

The board reached consensus to not discuss this yet, and to wait to see what happens with signage, education, and enforcement first before considering paid parking

4. Chairman Bunch called for the next item as Discussion and Review of the 2007 Downtown Alley Parking Plan and See if there is Any Interest in Pursuing It Again.

Ms. Beasley commented that she thinks it is a good idea and it is needed, but she would like for all the property owners to be polled to see if there is any interest in this being pursued. She stated that if everyone is on board then we could show them a plan of what could possibly happen so we are not wasting our time and money. Ms. Phelps asked how they could facilitate a meeting with all the property owners in the downtown district and a professional engineer; she thinks that having that professional there would help with buy-in. Chairman Bunch asked how we could even go to the property owners without having any sort of plan or design. Mayor Pro Tem Burns suggested using the plans from the 2007 plan and ask the property owners if this is something that they would now consider and if so, what that would need to look like. Chairman Bunch asked if we have a drawing of what that would look like. He added that there are lot of

issues with the alley as it is, including safety issues; Chief Joyner noted that it would be very tight to try and get the trucks back behind the buildings in the case of a fire. Ms. Boone asked if this was an MSD project. Chairman Bunch replied that he felt like it would be since this is a downtown issue. It was then asked if they had any information about the perimeters of what the MSD money could be used for; Chairman Bunch replied that it can be used for anything that is going to benefit business owners and property owners that are in the MSD district. Ms. Beasley commented that there needs to be something to make the MSD area flow and some kind of improvements need to be made in order to start making it look uniform. She stated that when they do these improvements it will bring more people to the area.

Mayor Pro Tem Burns asked why Ms. Boone felt like this was a town issue and not an MSD issue. Ms. Boone replied that it is a town issue if the fire trucks cannot get back there and she is not sure that owners of Zaxby's want to fund that. She stated that her whole issue with this tax is the equitable distribution of the funds. She commented that she does not even think that the funds should be used for the parking signs and that it is more of a town/county thing since the county's customers are on the town's streets. Ms. Boone commented that they need to step back and think about how they are spending other people's money. Mayor Pro Tem Burns commented that bringing business to the coffee shop theoretically is bringing business to somewhere like Zaxby's because it is bringing people to the area who are then going from place to place to place. She agreed that they do need to consider what they are spending their money on and that they are trying to do things that will facilitate bringing business downtown, but there will be some years where there will be a little more focus in other areas because they can't do everything all at once; those other areas will be hit as well. She added that these projects are minimal, great impact, short term things that they can talk about; however they do need to have the property owner's to agree to the ideas or they will all be wasting their time.

Ms. Phelps commented that having a design from a professional will help with that. She suggested that maybe the MSD could fund the study, and if it ends up being a huge capital project then the town could share that cost with the MSD. Mr. Whitehead stated that parking seems to be the current issue, and in reading the study from 2007 it indicates that parking could be doubled by paving the alley. He thinks it would be inconsiderate of them to not present that information to the property owners as a possible solution for the parking issue. He also commented that the health of an entire town does depend on the core downtown, which for us is the Washington Street area. Mayor Pro Tem Burns asked Council Member Hinton if they had any design plans the first time this was brought up. Council Member Hinton replied that Stocks Engineering had done a cost breakout of the project. Ms. Beasley added that there was a design and maybe they could check those records. Ms. Phelps suggested having Mr. Lansing check with Mike Stocks on the visuals.

Ms. Cooper expressed concern over the parking behind the buildings. Chairman Bunch commented that they will need to work on future planning for parking. He mentioned the possibility of buying Tim Matthews' land and using that for parking, but that by paving the alley they would double the parking they currently have. Mayor Pro Tem Burns also suggested having the downtown business staff park over in the public parking lot to leave more parking spaces open. Ms. Cooper asked if the property owners will be relieved of property taxes they pay on the back lot. Mayor Pro Tem Burns replied that if they are conveying the property, then yes they would. Ms. Phelps commented that this will need to be done the legal and proper way; she is not sure if that was talked about the last time. Ms. Cooper commented that she does not expect her employees to have to walk a mile to get to work and that it does create an inconvenience for the property owner. Mayor Pro Tem Burns commented that it sounds like if they could double the parking spaces, but ensure parking for the businesses, that would create a happy medium. Ms. Cooper replied that it would have to be guaranteed and also be guaranteed that it would be enforced. Chairman Bunch replied that they

are not doing a great job now of enforcing it on the front of the building, so he is not going to lie to the business owners and give that guarantee. Ms. Cooper added that when they meet with the property owners, the people who manage or own the business should also be included in the meeting.

Mr. Whitehead summarized that they need to paint the picture of what it could look like and the benefits, and present it to the merchants then move forward. Ms. Boone stated that she thinks they should just do a straw poll to see if it is even worth going ahead with a picture. Ms. Phelps asked if those that are not interested are interested in leaving it just like it is. Edward Glenn Smith replied no; he commented that there are two places the water needs to be piped out to the road and there is no way that they could have parking and pave it without buying Tim Matthews' property. He asked if anyone has talked with him. Chairman Bunch replied that he has spoken with him in the past about it and if the price is right then he will sell it. Mr. Smith asked if the MSD money would be used to buy the property. Chairman Bunch replied that they will look for grants to get this done. Ms. Boone asked how much money is in the MSD. Ms. Phelps replied that it makes around \$40,000 per year. Ms. Boone asked if that is what we have currently; Chairman Bunch replied that he believes they have around \$65,000. Ms. Boone asked how much money has been collected to date. Chairman Bunch replied that the Finance Director would have that information. Ms. Beasley asked to have the year to year budget information available, along with what the money has been spent on. Ms. Phelps noted that for the larger national companies, it is nothing for them to pay into an MSD because they understand that it benefits the community; having them in the district helps the budget a lot and gives us a lot of room to be creative in our projects.

Ms. Phelps stated that the action steps are to check with Stocks Engineering to see if there is already a design, poll the businesses and property owners for each of the downtown properties to see if they would like to see something in the back and what their priorities are, and then take that information to the Town. Chairman Bunch and Ms. Phelps agreed to help with the survey questions. The survey will be sent to the Board and to the businesses before the Board meets again in September.

5. Chairman Bunch called for the next item as the Review and Discussion of the Commercial Property Maintenance Ordinance and Formulate a Recommendation to the Town Council on it.

Chairman Bunch called for a motion for this item. Ms. Phelps made a motion to approve and recommend the ordinance, seconded by Mr. Whitehead. Chairman Bunch called for discussion. Mayor Pro Tem Burns commented that it seems like it takes a very long time to get anything done with this ordinance and that it seems like it doesn't have any "teeth." She added that she started researching with the School of Government and that another sample they had received seemed to take care of things faster. She asked if anyone was opposed to having a look at that to see what we are capable of doing or not doing and to get things done faster, and implement fines that could be turned into liens. Ms. Beasley was in agreement with making the process shorter and changing the verbiage to move the process along. Mayor Pro Tem Burns asked if they could incorporate some of the health and safety aspects into the ordinance to make it go faster in order to remedy some of the situations. Ms. Moss replied that she can check into that.

Mayor Pro Tem Burns suggested moving forward with a recommendation that we allow the town to put forth a property maintenance code with the recommendation that it has a little bit more teeth and they can talk about rewriting it before our next meeting. Ms. Beasley commented that they can always come back with an amendment to make it stronger. Chairman Bunch asked if they would like to amend the motion. Mayor Pro Tem Burns suggested that they make the recommendation with the town adding whatever additional measures they need to make this a faster and more effective ordinance. Ms. Phelps amended her motion to that affect, seconded by Mr. Whitehead. There being no further discussion, Chairman Bunch called for a vote. The motion was unanimously approved (4-0).

6. Chairman Bunch called for the next item as Recommendation to the Town Council Additional Persons to serve on the Nashville Downtown Strong Advisory Board.

Chairman Bunch called for recommendations from the board. Ms. Phelps suggested Laura Wood from the Corner Coffee Café and Shelley Gray from Nash Arts. Ms. Beasley suggested Donna Wood from Nash County. Mayor Brown also suggested Beverly Thompson. Ms. Beasley asked Scott Tyson if he would be interested in serving as well; Mr. Tyson indicated that he would.

7. Other Business – None
8. After discussion, the next meeting was set for Tuesday, September 22, 2020 at 5:00 pm.
9. There being no further business, Chairman Bunch called for a motion to adjourn. Ms. Phelps made the motion to adjourn, seconded by Mr. Whitehead. There being no discussion, Chairman Bunch called for a vote. The motion was unanimously approved (4-0). The meeting was adjourned at 5:54 pm.

Dylan Bunch, Chairman

ATTEST:

Randy Lansing, Town Manager

DOWNTOWN NASHVILLE STRONG ADVISORY BOARD

The Town Council of the Town of Nashville held a Regular Meeting on Tuesday, September 1, 2020 at 7:00 PM in Town Council Chambers. 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, Chris Joyner – Fire Chief, Anthony Puckett – Police Chief, Sam Sanchez – Finance Director, and Lee Brown – Public Works Director. Others Present: Mark Edwards, Town Attorney.

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 Minutes.
 - a. There being no corrections, Mayor Brown called for a motion to approve the July 28, 2020 Called Meeting Minutes. 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 (4-0).
 - b. There being no corrections, Mayor Brown called for a motion to approve the August 4, 2020 Regular Meeting Minutes. Mayor Pro Tem Burns made the motion, seconded by Council Member Taylor. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).
5. There were no public comments.
6. Old Business
 - a. Mayor Brown called for the Presentation of the South Creek Stormwater Drainage Study and Report.

Mayor Brown gave a summary of the issue. Kevin Varnell of Stocks Engineering will be presenting the results, options, and recommendations of the South Creek Drainage Study, which includes Par Drive, Aubrei Court, Village Lane, Windy Oak Drive, Laurel Spring Drive, and South Creek Drive. Mayor Brown called on Mr. Varnell to give his presentation.

Kevin Varnell reminded the Council that at last month’s meeting they discussed the current levels of service that they have on Par Drive, Laurel Spring Drive, and Windy Oak Drive, the proposal to lower Windy Oak Drive, and the effects of that remedy on the surrounding properties. He referred to the draft report and the different design alternatives:

- Alternative #1 would lower Windy Oak Drive around 2-feet and would include installing a trapezoidal channel to help drain both the upstream and downstream. He commented

that they could not just lower the drive without providing some way for the water to get out downstream. The issue with this option is that while it would drastically improve Par Drive's performance and solve the drainage issue at 215 Windy Oak Drive, it would cause further problems with being able to get home and emergency services for those in the cul-de-sac and would also send more water down to Laurel Spring Drive. Council Member Taylor asked if lowering Windy Oak Drive would entail actually grading the street out, lowering it down, and then repaving it. Mr. Varnell replied that it would. He then added that right now Windy Oak Drive creates a dam with a 24-inch pipe underneath, so it backs water all the way through into the Par Drive subdivision; this solution would be lowering the dam, which just happens to be the road.

- Alternative #2 would still lower Windy Oak Drive, but the existing 24-inch pipe between Laurel Spring Drive and Windy Oak Drive will be removed and replaced with a 48-inch pipe.
- Alternative #3 would still lower Windy Oak Drive, but remove the existing 24-inch pipe and replace it with dual 24-inch pipes.
- Alternative #4 provides the best level of service, and would essentially give a 100-year storm event level of service at Par Drive, Windy Oak Drive, and Laurel Spring Drive, however it would remove all of the existing pipe systems and would put in an open ditch. He stated that open ditches carry far more water than a closed pipe system can. He commented that from an engineering standpoint this would be the best solution. This would solve all of the problems that have been pointed out, however it does put an open ditch where there is a current closed pipe system. Council Member Hinton asked about the 48-inch pipes shown in the proposal. Mr. Varnell explained that right now there is one 24-inch pipe under Windy Oak Drive and that pipe only would be replaced with twin 48-inch pipes under just the road, then it would be open ditch on both sides of the road. He noted that if they put in an open ditch on both sides of the road but did not upgrade the pipe then they would still have the same issues.
- Alternative #5 is a closed pipe system for the entire stretch and would carry a 25-year level of service and a 100-year level of service for all homes. Mr. Varnell noted that this alternative would solve all of their issues, however it is the most expensive and would close in the entire system so it would essentially be all underground.

Mr. Varnell recommended Alternative #4 and stated that it is the best recommendation from an engineering standpoint. He recognized that the ultimate concern for this option for the adjacent homeowners would be the appearance and aesthetics of an open ditch system. He stated that if they had to choose an alternate, it would be Alternative #2. Alternative #2 would protect the homes for a 100-year storm event; the streets would meet a 25-year storm event with a maximum of 1.07-foot of water on the street during that event. The cost for this would be around \$380,000. Mr. Varnell noted that there were five alternates presented, ranging from low to high in cost, but there are multiple options in between where they could do the project in phases. Council Member Hinton questioned the cost estimates for Alternative #2 which was listed in the report as \$336,066. Mr. Varnell replied that the \$380,000 figure adds in the engineering survey; there is a construction cost and an engineering cost.

Mayor Pro Tem Burns asked Mr. Varnell to review Alternative #2. Mr. Varnell explained that coming from Par Drive they would replace the 24-inch pipe with a 48-inch pipe all the way through and put an open channel on top of that. He added that the open channel would be a swale on top of the ground and would not be an open ditch. This would be enough to convey some storm water before it gets into the

adjacent lot. Windy Oak Drive would also be lowered by 2-feet and a trapezoidal swale would be placed on the downstream side of 215 Windy Oak Drive to Laurel Spring Drive. Laurel Spring Drive would remain as it is. Mayor Pro Tem Burns asked if the repaving of Windy Oak Drive would not create a problem because of the proper drainage. Mr. Varnell replied that in this option the level of service would be higher than in option #1.

Council Member Hobbs noted that there was a \$30,000 difference between Alternatives #2 and #4 and asked what the difference was in the actual construction between the two. Mr. Varnell explained that Alternative #2 keeps a closed pipe system with a swale on top. Alternative #4 is an open channel ditch, 5-foot deep with a flat bottom with sides. Currently the entire neighborhood is pipe, but an open channel can drain much more stormwater than a pipe. He commented that once they choose an option, they can finalize the numbers. Mayor Pro Tem Burns asked about the safety of an open channel. Mr. Varnell replied that any time you have an open ditch you will have some concern with the aesthetics, but from a safety standpoint we have open ditches throughout town and he is not aware of any major issues with it. He noted that an open ditch would have more of an issue than a closed pipe that is hidden under ground. Council Member Hinton commented that the report shows that we do not have any definitive information about underground utilities and so that is a concern. Mr. Varnell noted that there would be underground power, cable, and telephone, but right now the pipes would be under the road where they already are located; the issue may be in between the properties where the homeowner has something underground that we are not aware of.

Council Member Taylor asked how full the ditch would get if there was another rain incident like we had recently. Mr. Varnell replied that with the amount of drainage that they have going through there, in a 10-year storm event the ditch would be half full and in a 100-year storm event the ditch would be full. He noted that it all depends on how long the event lasts; a flash event will come up high and drop quickly, but in a longer rain event it could stay up longer. He commented that they do not see that ditch being full for a week, it would be more like 1-2 days before it goes down to normal. Mayor Brown thanked Mr. Varnell for the report.

Mr. Lansing commented that now they have the report, if they would like to get feedback from the homeowners he could arrange for a meeting with them where Mr. Varnell could present the information and see what the reaction is. He stated that he likes the idea of an open ditch because that will give us the greatest relief from all future rain events, but it would significantly alter the neighborhood to install an open ditch when one was not there before. Council Member Taylor commented that he thinks it is a great idea to contact the residents before they move forward. He then asked Attorney Mark Edwards what kind of recourse we have for the builder because this is a lot of money. Mr. Edwards replied that the town would have to show that the builder violated some provision that they did not meet at the time. He added that if the Council wanted to discuss that with the attorney, then it would need to be in closed session.

- b. Mayor Brown called for 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. This parcel contains approximately 12.62 acres and is identified by Nash County Tax Parcel Number 381015532563.

This item was heard at a Joint Public Hearing of the Town Council and the Planning Board on Wednesday, August 26, 2020. The Planning Board voted 3-0 to recommend approval of SU 2020-02.

Mayor Brown stated that 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 (Multifamily), R-10 (Medium Family Residential), R6 (High Density Residential), and A-1 (Agricultural) Zoning Districts. With regard 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 recommends that SU 2020-02 be approved. The Planning Board also recommends approval of SU 2020-02.

Mayor Brown called for a motion to approve the item. Council Member Hobbs made the motion to approve, seconded by Council Member Taylor. Mayor Brown called for discussion. Mayor Pro Tem Burns stated that there is a residential property to the east and two properties to the west and she would like to protect those properties' interests by putting up a buffer of either trees and/or fencing. She also requested that the lighting be pointed down to help with light pollution. Council Member Hobbs asked about the play area requirements in our regulations and asked if that was proposed in this sketch. Mayor Pro Tem Burns replied that it is there, but it is of such a design that she is not sure it would be a functional play area; it is about 12-feet wide and is a sliver of property that goes to a maximum of 22-feet wide and 100-feet long. Mayor Pro Tem Burns asked to ensure that the developer has some sort of plan that makes it a play area rather than just a designation of a play area that is a plot of grass. Mr. Lansing informed the Council that they could place conditions on the Special Use and that they could specify that playground equipment is actually placed in that area. Council Member Hobbs amended her motion to include that as a part of the Special Use Permit, seconded by Council Member Taylor. There being no further discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

- c. Mayor Brown called for 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). This parcel contains approximately 25.63 acres and is identified by Nash County Tax Parcel Number 381006484519U.

Staff recommends approval of CP 2020-01. The Planning Board recommends approval of CP 2020-01 with TRC review.

Mayor Pro Tem Burns commented that Food Lion is directly north of this property, very close to the property line. She requested that fences and trees be planted lining the backs of the properties as a light and noise buffer and for security reasons to limit access to the backyards. She also requested that a grass buffer be placed on the sidewalks between the curb and the walkway for safety and aesthetics. The Council reached consensus to make that grass buffer be 2-feet wide. Council Member Taylor asked if they should require a play area as well. Mr. Lansing replied that our ordinance does not require it for this property, but in Phase 2 the Town could require that the developer give one of the lots to the Town to be developed as a playground. He reminded them that they are not considering Phase 2 at this time.

Mayor Brown called for a motion. Mayor Pro Tem Burns made a motion to approve the consideration with the specifications that they gave for fencing, buffers, and the sidewalk, seconded by Council Member Hinton. There being no further discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

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

Mayor Brown gave a summary of the 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 of Nashville off of Industry Court. The bids are as follows: 1. Tidewater Land & Timber, LLC of Pantego, NC for \$40,950; 2. East Coast Timber, LLC of Williamston, NC for \$42,280; 3. Triangle East Timber Company of Mount Olive, NC for \$39,150; and 4. GatorWood, Incorporated of Wilson, NC for \$40,685. Mr. Lansing has recommended that the contract be awarded to the high bidder, East Carolina Timber, LLC of Williamston, NC for \$42,280.

Mayor Brown called on Chris Cobb to speak on this item. Mr. Cobb stated that they did receive four bids from four reputable companies. His suggestion is to go with the high bid; all of the companies do a good job, carry insurance, and have a chipper. He informed the Council that he has given a sample deed to Mr. Lansing to have the Town Attorney review. Council Member Hinton asked about logging out the environmental area around Stoney Creek and if that would be a concern removing the vegetation. Mr. Cobb replied that they will follow the North Carolina Forestry Service guidelines and their recommendation for the stream side management zone requiring that they stay 50-feet from the edge of the water. He stated that no equipment will be allowed in that zone; the zone will be flagged out and he will be ensuring that all recommendations are met. Council Member Taylor asked about the Timber Harvesting Specifications where it states that they have 24 months to complete the work. Mr. Cobb replied that generally these companies do not carry more than 6 months' worth of inventory; the 24 months gives them some kind of protection in the event of a severe weather year or a complete crash in the markets. He does not anticipate it taking 24 months to complete. Council Member Taylor asked about #4 which reads that there shall be no decking or loading in the open fields, and stated that he is not worried about the fields but he is worried about the pavement. Mr. Cobb replied that there will no loading in that area at all. The loader and trucks will have to be backed into the woods. Mr. Lansing asked Mr. Cobb to provide a timeline. Mr. Cobb replied that they have 30 days to close; once the timber deed is signed then they will bring a check in exchange for the deed. He pointed out that they do have a large crew, but that the area does tend to hold water. In the event that it is holding water, they will lay off for a few days to let the water drain. He informed the Council that it would probably take about two weeks for the operation. Council Member Hinton asked who would be monitoring it. Mr. Cobb replied that he would and that he would be at that property every day. Mayor Pro Tem Burns asked what the recourse would be if the company does not

finish in time or does not comply with the terms. Mr. Cobb replied that the Town could probably sue for breach of contract, but that these companies all have very good reputations.

Council Member Taylor made a motion to extend the contract to that company (East Coast Timber, LLC), seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

The resolution was approved as follows:

RESOLUTION 2020-18

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

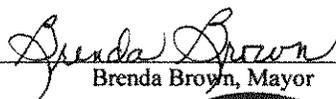
WHEREAS, the Town Nashville has a professional service contract with South Atlantic Timber Services, Inc. to pre-qualify logging companies and solicit bids for the purchase and harvest of 42-acres of land owned by the Town of Nashville off of Industry Court; and

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)

Post Office Box 987 . Nashville, North Carolina 27856 . Telephone: (252)459-7111 . Fax: (252)459-8926

- a. Mayor Brown called for Discussion with Michael Hurt regarding residential development ideas for 608 Western Avenue.

Mayor Brown gave a summary of the 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.

Mr. Lansing submitted for the record the Planning Board’s recommendation and consistency statement for Z 2020-03 and SU 2020-01. He asked for a motion and a second to accept this for the record. Council Member Taylor made a motion to accept, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved 4-0. The recommendations were accepted as follows:

TOWN OF NASHVILLE PLANNING BOARD

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



Dwight Jordan
Betty Tabron Lowe
Bill Lumpkin

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board. (NCGS 160A-363)

REZONING MAP AMENDMENT: **Z-2020-03**
 Applicant: Michael Hurt
 Owner: Michael Hurt
 Mailing Address: 110 Timberlake Drive
 Tax Map and Parcel(s): 38006299776
 Parcel Size: +/- 9.45 acres
 Location Address: 608 Western Avenue

REQUEST:
 Request to rezone the above parcel from R-10 (Medium Density Residential District) to M-F (Multifamily Residential District).

STATEMENT OF CONSISTENCY & RECOMMENDATION:
 At their meeting on August 26, 2020, the Planning Board voted to recommend denial of the proposed rezoning map amendment and stated, "The Planning Board finds and determines that case # Z 2020-03 is inconsistent with, the Town of Nashville Land Use Plan, because this property is designated for future low density residential growth. Therefore, the amendment is unreasonable and not in the public interest because it fits into the character of the area."

Motion to deny by: Shirley House
 Seconded by: Betty Lowe

Vote: Unanimous to deny the rezoning map amendment

TOWN OF NASHVILLE PLANNING BOARD

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



Dwight Jordan
Betty Tabron Lowe
Bill Lumppp

SPECIAL USE PERMIT REQUEST: SU 2020-01

Applicant: Michael Hurt
Owner: Michael Hurt
Mailing Address: 110 Timberlake Drive
Tax Map and Parcel(s): 380006299776
Parcel Size: +/- 9.45 acres
Location Address: 608 Western Avenue

SUMMARY OF ISSUE:

Request for a special use for property located at 608 Western Avenue, Zoning District M-F (Multifamily Residential) for the purpose of constructing more than one multi-family building on a single lot. This parcel contains approximately 9.45 acres and identified by Nash County Tax Parcel Number 380006299776.

STATEMENT OF SPECIAL USE PERMIT RECOMMENDATION:

At their meeting on August 26, 2020, the Planning Board voted to recommend denial 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. **False; Planning Board staff stated it is a wonderful project, but in the wrong location.**

Motion to deny by: Bill Lumppp
Seconded by: Shirley House

Vote: Unanimous to deny the special use permit request

Mayor Brown called on Michael Hurt to speak on his request. Mr. Hurt stated that he would like to set up a public workshop with the Council and the community to be able to sit down and come up with something that fits better for the property that will benefit both him and the community at large. Council Member Taylor asked Mr. Hurt what he was thinking of proposing for the property. Mr. Hurt replied that he still wants to lean towards apartments, but he would like to slow down the pace of the project and develop it in phases. He mentioned possibly keeping the road frontage as R-10 with some duplexes and then transition, perhaps doing apartments in the back of the property. Council Member Taylor commented that he does not think that having three story apartments at the front will be a favorable option for the property. Mayor Pro Tem Burns commented that the citizens last week also spoke out that they were in favor of development, just in the right, responsible way; she thinks it would be smart to have the community come in and hear some proposals or give their feedback. Mayor Brown stated that the citizens need to be aware that this is an input session to make it work for everybody and an opportunity to listen. Mr. Lansing suggested holding the meeting on Wednesday, September 16, 2020 at 5:00 PM. The Council was agreeable to this date and time. Mayor Pro Tem Burns asked if it would be possible to give physical notification to those who attended the meeting last week. Mr. Lansing replied that he has all of the addresses. Council Member Hinton asked when the Downtown Nashville Strong Advisory Board Meeting would be. Mrs. Bunch confirmed that it would be on Tuesday, September 22nd. Mr. Hurt informed the Council that he has spoken with Bobby Liverman with DOT and that with the proposed unit count of 48 units, it would not

require a road widening; he indicated that Mr. Liverman would give him a layout of what the turning lane would look like in that instance. Mr. Hurt also stated that he will have an appraisal report that will reiterate property values, and that he will have some more information ready so they can address the concerns of the community. Mayor Brown thanked Mr. Hurt.

- b. Mayor Brown called for Consideration of the Submission of Asset Inventory Assessment Grants to Inventory and GIS Map the Town's Water and Sewer System - Resolution 2020-19: Resolution Authorizing Submission of Water Asset Inventory Assessment Grant to the North Carolina Department of Environmental Quality and Resolution 2020-20: Resolution Authorizing Submission of Wastewater Asset Inventory Assessment Grant to the North Carolina Department of Environmental Quality.

Mr. Lansing informed the Council that Mike Tolson with Mack Gay & Associates was present to speak on the grant applications. Mr. Tolson explained that the Asset Inventory Assessment (AIA) program is a state funded program that gives grants in \$150,000 amounts for engineering services to go through and assess and inventory your water and sewer systems. He reminded the Council that they had submitted the applications last year and that the Town scored 16 and 17 out of 24 total points on them; the last awarded grant last year was a score of 18. He reported that there was tight competition for last year's application and that he has talked with the state to find ways to improve our scores for this year. Mr. Tolson is requesting permission to apply for the grants again this year. He explained that the AIA grants are only open in the fall with a deadline of September 30th. He stated that the applications are about 75% complete, and are in need of signatures on a few documents including the two resolutions presented tonight in order to submit. He hopes to have a draft to Mr. Lansing before the final documents are submitted. Mr. Tolson informed the Council that it requires a 10% match, however the only funds the Town would be responsible for is \$2,250 in cash for the \$150,000 grant; the remainder of the \$12,750 contribution can be in-kind.

Council Member Hinton asked Mr. Tolson what his strategy would be for improving our chances of receiving the grant. Mr. Tolson replied that the guidelines change every year and they have added a couple of opportunities in the scoring process that would help our chances; they also have more information on the asset management team, which includes the Mayor and Public Works Director, to include in the application. He noted that this year is the first time they have really been given guidance on what they are looking for; this year they are focusing on what the management strategy of the utility system is and what the Town is doing to manage and run a fiscally responsible enterprise fund. Council Member Hinton commented that they had been told that they were not charging enough for our utilities and asked if that had anything to do with it. Mr. Tolson replied that it is a factor in the LGU that they use for the scoring matrix. He stated that we are probably on the shy side for water but we are in the good range for sewer; we will likely score higher on the sewer application than on the water application simply because our rates in the water are not in the range that would show us as an economically distressed town. He noted that he could go look at three or four other towns that they have done these application for and their rates are twice as much for the same level of service. Council Member Hinton commented that our sewer rate is about three times as much as the water rate; Mr. Tolson replied that he knows and that if the Town's water rate was \$4 or \$5 for 5,000 gallons of usage per month, then it would likely earn the maximum amount of points on the water application. He commented that it is often a very small adjustment that needs to be made, but it is often an adjustment that councils are not willing to vote for. Mr. Tolson stated that if they do receive the grant, they will do a rate study which will give a real picture of what can be done with an asset management plan and a capital improvement plan for the water and sewer infrastructure.

Council Member Hobbs asked when the grants would be awarded. Mr. Tolson replied that the Safe Water Infrastructure Authority, as long as everything had been scored, would award the grants in April. He noted that they will find out the recommendations about two weeks prior to the SWIA meeting. Council Member Taylor asked if the grant could be used to make infrastructure improvements. Mr. Tolson replied that it cannot be used for construction; it is used for planning, condition assessment, smoke testing, and other engineering related services. He explained that this grant helps you find out where you stand and helps you figure out the next step. Mrs. Sanchez asked how debt factors into the scoring. Mr. Tolson replied that they look at the audits and the operating ratios; the operating ratio must be above one in at least the past three consecutive years to show fiscal responsibility with the enterprise fund. He added that they do not look at the debt, but they do look at the operating ratio to make sure that funds are being managed well. He commented that the grants are used for those things that you would not necessarily have capital outlay for to fund a study. Council Member Hinton commented that she hopes they have a better chance last year; Mr. Tolson commented that he believes that they have a very good chance.

Council Member Hobbs made a motion to approve the submission of the two NCDEQ grant applications, seconded by Mayor Pro Tem Burns. There being no further discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

The resolutions were approved as follows:

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.

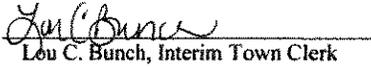
Section 3. That Town Manager, Randy Lansing, is hereby authorized to execute and file the application on behalf of the Town of Nashville with the State of North Carolina for a grant to aid in to the asset inventory assessment. The Town Manager is also hereby authorized and directed to furnish such information 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

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.

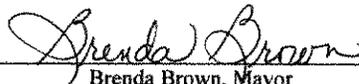
Section 2. That if the cost of the asset inventory assessment is more the \$150,000, the Town of Nashville, the Applicant, will cover the remaining costs.

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

- c. Mayor Brown called for Consideration of Proposal for Garbage Truck Financing, Resolution 2020-21: Resolution Approving Financing Terms.

Mrs. Sanchez stated that the Council had approved financing as an option during the budget; proposals had been sent out to eight financial institutions. She informed Council that BB&T had the lowest rate; the terms would be for five years, with bi-annual payments. Mayor Brown read the terms: the truck will cost \$350,000 for a 5 year term at an interest rate of 1.67%. Tax Status is Tax Exempt – Bank Qualified. Payments will be semi-annual for both interest and principal. Mayor Brown noted that the truck will not actually be here until April due to the time it takes to build the truck. Mrs. Sanchez added that the purchase of the truck has come in under budget at around \$318,000. Mayor Pro Tem Burns asked what had been budgeted for the interest rate. Mrs. Sanchez replied that she budgeted 3.25%.

Mayor Brown called for a motion to approve this financing. Council Member Hobbs made the motion, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

The resolution was approved as follows:

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 1 day of September, 2020

By: Sandra Brown
Title: Mayor

By: Samantha Sanchez
Title: FINANCE DIRECTOR

SEAL



d. Mayor Brown called for Consideration of Preliminary Coronavirus Relief Funds Plan.

Mayor Brown gave a summary of the 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 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.

Mrs. Sanchez explained that these funds can be used for many of the expenses that were not FEMA eligible, such as some of the teleworking equipment and some payroll expenses. Additionally, there are preliminary plans to build some more permanent structures in high customer traffic areas, additional teleworking equipment, and sanitizing supplies. She also mentioned that there has been some discussion about possibly using some of the funds to help the community.

Mayor Brown called for a motion to receive the funding from Nash County. Council Member Hinton made the motion, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

The plan was approved as follows:

**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 Municipality in front 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 available 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@townofnashvilenc.gov
 Phone Number: 252-459-4511 x 226

Planned Expenditures

Categories	Amount
1. Medical expenses such as: <ul style="list-style-type: none"> • 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. 	

<p>2. Public health expenses such as:</p> <ul style="list-style-type: none"> • 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
<p>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.</p>	\$ 10,000.00
<p>4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:</p> <ul style="list-style-type: none"> • 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
<p>5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:</p> <ul style="list-style-type: none"> • 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
<p>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.</p>	
<p>Grand Total</p>	\$ 88,767.00

Signature _____

Title: Finance Director _____

Date: September 1, 2020 _____

e. Mayor Brown called for Consideration of Budget Amendments.

Mayor Brown gave a summary of Budget Amendment #3. 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.

Mrs. Sanchez congratulated Mrs. Alston for bringing forth the third grant that has been awarded for her department this year. She noted that these funds will be used to purchase mobile devices which can be used to promote social distancing while still running the programs.

Mayor Brown gave a summary of Budget Amendment #4. On August 4th, Council approved a flow meter study. Budget Amendment #4 appropriates funds for this project.

Mrs. Sanchez noted that this budget amendment is for the project that Council has already approved and will move funds to complete the project. Mayor Brown called for a motion to appropriate the funds for the flow meter study. 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 (4-0).

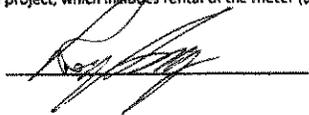
Budget Amendment #4 was approved as follows:

Account #	Account Description	Budget Amendment #			Amended Budget
		Current Budget	INCREASE	DECREASE	
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




Date

posted:

Approved by Town Council

9/1/20
Date

Item #:

Mayor Brown called for a motion to approve the library grant amendment. Council Member Hinton made the motion, seconded by Mayor Pro Tem Burns. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

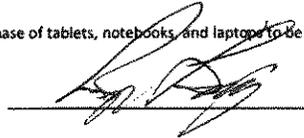
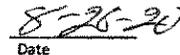
Budget Amendment #3 was approved as follows:

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:

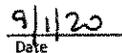
The library was awarded the Federal LSTA CARES grant for the purchase of tablets, notebooks, and laptops to be used in programming. The grant does not require a local match.

Approved by Town Manager

posted:

Approved by Town Council



Item #:

Date

Council Member Hinton asked if the funds for the flow meter were being appropriated from Fund Balance. Mrs. Sanchez replied that they were at this time.

8. Mr. Lansing gave a Manager's Report.

Mr. Lansing informed the Council that he has been notified by Nash County and the State of North Carolina that our citizens have fallen behind in completing the 2020 Census. He reported that the State of North Carolina has around 40% of its citizens that have not responded yet, which equates to a \$7 billion dollar loss of revenue each year for the next ten years. He commented that every municipality in Nash County, besides Red Oak, is behind from where they were ten years ago with the last census. He asked the Council to urge the citizens to complete their census information. Mr. Lansing informed the Council that they were looking into some grant opportunities to host an event promoting the census. Mayor Brown commented that she does not think people realize how important it really is and how much money it brings in to the area. Council Member Hinton pointed out that the Congressional Representatives are also based on the census. She then asked how Nash County stands in their response. Mr. Lansing replied that they are down overall from where they were ten years ago, but he does not know what percent that equates to. Citizens have until September 30th to complete the census. Council Member Hobbs commented that she saw today that Nash County was at 62%. She commented that every person counts; locally we would receive around \$1,800 per person in state and federal funding. She also urged citizens to complete the census online or over the phone and to call Town Hall if they need help. Mayor Pro Tem Burns commented that she thinks it would be great if we could have some type of event.

Mr. Lansing also informed the Council that he has been in touch with the North Carolina Office of Recovery and Resiliency to see if we could get a special buyout program for the homes by Indian Trail in the Winwood Subdivision. He commented that Nancy Nixon from Nash County has been great in helping him petition this department, but he does not have an announcement to make on that yet. Council Member Taylor asked if there was anything the Town could do to help. Mr. Lansing replied that once he hears from the state, there may be an opportunity to have our local state representatives back us on our request. Council Member Hinton asked if this will be CDBG funds. Mr. Lansing replied that he believes that it will ultimately be CDBG funding through the Office of Recovery and Resiliency. Mayor Pro Tem Burns asked

if he knew when he would have a response. Mr. Lansing replied that he heard back from her today that she was still working on it; he is hoping to hear something next week.

Mr. Lansing also reported that the primary side load garbage truck has been out of service for two months and we will hopefully get it back in service soon. However, the truck is ten years old with over 13,000 hours on it and the Sanitation crew has no confidence in its ability to stay on the road until April. The back-up truck, which is a rear-load, works great for bulky items, but leaks and leaves a smelly residue on the streets. Mr. Lansing passed out the specifications on a used garbage truck that is located in Pennsylvania; Kevin Taylor and Lee Brown are planning on traveling there to inspect the vehicle. Mr. Lansing noted that what we can purchase this truck for is about what we have spent in repairs over the last 13 months. Council Member Hinton asked if the truck we had bought from Georgia a few years ago could be used. Mr. Lansing replied that we are using it and that it works well for dry bulky goods, but not for anything with liquid. Mayor Brown pointed out that the truck in Pennsylvania only has 6,497 hours on it. Mr. Lansing added that it is a 2007, which is three years older than our current truck, but it has half the hours on it and has not had as much use. The price is \$44,900. Council Member Taylor asked if we go with this truck if we will drive it back or have it transported back. Mr. Lansing replied that if they like the truck, they will still have to come back and get Council's authorization to purchase it. Mr. Brown added that it would be \$2.50 per mile to have it delivered for approximately \$650. Council Member Hinton asked if in the meantime we were still using the truck from Rocky Mount. Mr. Lansing replied that the Rocky Mount truck is not fully functional but we will use it if we get in a bind. He suggested finding a good used truck to use until April and then keeping that truck as a backup for our new one. He informed the Council that if this truck in Pennsylvania checks out, then they will be back before Council with a request to see if they want to purchase it.

9. Council Comments

Council Member Taylor thanked Mrs. Sanchez for all her work and all she has done for us. He said to the citizens from Indian Trail that they have not forgotten them and to not be discouraged just because we are working on a plan for another neighborhood. He asked everyone to say a prayer for the mother and her children who were washed away during the flash flood last night in Smithfield.

Council Member Hobbs thanked everyone for coming tonight and Mrs. Sanchez for getting the financial information to the Council. She commented that it looks like we finished the fiscal year in the black, even with some one time capital expenditures.

Council Member Hinton commented that she did not get how the water and sewer funds would report the use of Fund Balance in the amount of \$1,495,000. Mrs. Sanchez replied that it was due to the budget amendment transfers that totaled \$1.2 million. Council Member Hinton asked to confirm that it went back several years. Mrs. Sanchez replied that was correct. Council Member Hinton stated that she has had several citizens to call her about not being able to get in touch with anyone at Town Hall, and asked for Mr. Lansing to address that. Mr. Lansing stated that he also received a firsthand complaint about that last week and that he then met with Mrs. Sanchez and Mrs. Bunch; they have revised the automated attendant on the phone system which should address the issue. When the phone rings, it will ring in three different offices simultaneously and immediately; three different staff members should be able to answer. The phone tree has also been simplified and makes a lot more sense now.

Mayor Pro Tem Burns thanked everyone for coming to this meeting and to the last meeting.

Mayor Brown thanked everyone for coming and also for persevering through the last meeting.

Council Member Taylor asked for an update on the property acquisition for the Fire Department. Mr. Lansing replied that he, Mayor Brown, and Chief Joyner met with Clayton Homes last week. He reported that Clayton Homes is willing to give almost four acres of land to the Town for Station Two. James Strickland went to survey the property on Monday, and met with Chief Joyner, Matt Frazier from Clayton Homes, and Kevin Varnell from Stocks Engineering. He commented that we should have the survey result by the end of the week. At this point, we have been told that if the Town incurs the surveying costs and all the costs associated with conveying ownership of that parcel, and also helps Clayton Homes get a permit with the DOT for a new driveway, then we will receive the land as a gift. Mayor Brown commented that we are so grateful to them for that.

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 (4-0).

Mayor Brown declared the motion adjourned at 8:21 PM.

Brenda Brown, Mayor

ATTEST:

Lou C. Bunch, Interim Town Clerk

The Town Council of the Town of Nashville held a Called Meeting on Wednesday, September 16, 2020 at 6:00 PM in Town Council Chambers. 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: 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, and Kevin Taylor – Equipment Services Mechanic. Others Present: Mark Edwards, Town Attorney.

1. Mayor Brown called the meeting to order at 6:00 PM and welcomed those in attendance.
2. Mayor Brown led the Pledge of Allegiance.
3. Mayor Brown led the Prayer.
4. Called Meeting Items:
 - a. Mayor Brown called for the Consideration of Budget Amendment #6 for the emergency purchase of a backup garbage truck.

Mayor Brown gave a summary of the issue. Budget Amendment #6 reallocates funds for the purchase of a backup garbage truck. No fund balance appropriation is required. Council Member Hinton requested an explanation of the amendment. Mrs. Bunch explained that they had budgeted 3.25% for the interest rate for the purchase of the primary garbage truck, but the final rate ended up being only 1.67%; those financing terms were approved by the Council at the September 1, 2020 meeting. For the purchase of this backup garbage truck, we will be using the money that was already budgeted for interest and principal payments. The \$22,000 total from those line items will be added to the \$350,000 that had already been budgeted in the C.O. Vehicles line item. Council Member Hinton pointed out that the new primary truck also came in under budget at around \$311,000.

Council Member Taylor made a motion to approve the budget amendment, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0).

Budget Amendment #6 was approved as follows:

Account #	Account Description	Current Budget	Budget Amendment #		Amended Budget
			INCREASE	DECREASE	
Fund	10-General Fund				
Expenditures:					
10-580-7440	C.O. VEHICLES	\$ 350,000.00	\$ 22,000.00	\$ -	\$ 372,000.00
10-662-7200	VEHICLE LOAN PRINCIPAL	\$ 71,250.00		\$ 14,000.00	\$ 57,250.00
10-662-7210	VEHICLE LOAN INTEREST	\$ 11,400.00		\$ 8,000.00	\$ 3,400.00
			NET CHANGE IN EXPENDITURES	\$	\$ -

EXPLANATION:
REALLOCATE FUND FOR THE PURCHASE OF A USED GARBAGE TRUCK

- b. Mayor Brown called for Discussion of residential development ideas for 608 Western Avenue.

Mayor Brown gave a summary of the issue. Michael Hurt is the property owner of 608 Western Avenue and has recently withdrawn his application to rezone this property from R-10 (Medium Density Residential) to MF (Multifamily Residential), and has also withdrawn his application for a special use permit to build multifamily apartment buildings. Mr. Hurt is proposing to discuss residential development ideas for the property. Mayor Brown called on Mrs. Moss to begin the discussion.

Mrs. Moss stated that this is a time for discussion and feedback. They would like to hear from the surrounding property owners what they would like to see and give Mr. Hurt and the Town an opportunity to see how we can work together to pursue the best development or land uses for the property. She explained that for any type of land use development or before anything can be occupied on any type of land, the request has to come before the Planning Staff first. In order for any type of approval, the request has to meet the Town's Zoning Ordinance; the Zoning Ordinance is in place to protect the land. She explained that in our Zoning Ordinance in the permitted uses, within the R-10 Zoning District with the residential land uses, the residential dwellings that are one-family or single-family are allowed there as a "matter by right" which means they may be approved at staff level. Two-family and three-family dwellings, as well as condominiums or townhouses, can only be approved by a special use permit; these would have to go through the formal process in front of the Planning Board for a recommendation and in front of Town Council for final approval. She then turned the meeting over to Mr. Hurt.

Michael Hurt thanked the Council for having him there tonight and informed them that his office manager, Charlotte Brown, was there to take notes on the comments. He stated that they have withdrawn their applications based on the public comments and that he wants to get the public's thoughts, ideas, and concerns on how they can try to come together and do something that the community can get behind, and that will work for the Council, as well as for his company. He commented that in the future he will not propose a rezoning and a special use permit at the same time. He also informed that audience that he cannot promise that all the comments received tonight will be implemented, but that they will listen, make notes, and take some of the comments that are made and apply them to what they are trying to do. He commented that he hopes they can come to some kind of consensus and work together to maximize the potential of the property and make sure the surrounding property owners are satisfied with the end product. Mr. Hurt stated that he has deep roots in this community. His grandfather did a lot of development here; his own company, Danco, has also done a lot of development here. He stated that he wants to maintain that relationship. He commented that he welcomes anyone to come forth and give their ideas for what can be done with the property. He added that he has no intentions of selling the property; however, if they cannot come up with something then he will do what he has to do, but he would rather keep it and work something out.

Wendy Chapman, 610 Western Avenue, stated that the property is already zoned R-10 and asked Mr. Hurt why he would not move forward with single-family homes for that property. Mr. Hurt replied that Mike Stocks has reviewed the property, which is 9.4 acres, and the most that could be developed for that property because of the contour of the road would be 6 lots. He added that there are a lot of challenges for that property, including a large gully on the right side, and that it will be very costly to develop that area. There are also 100 and 500 year flood plains and a 50 foot setback on the backside of the property. He noted that those reduce the developable property down to roughly 3-4 acres. Mr. Hurt commented that

the reason the property was on the market for so long was because it is not a desirable piece of land; when you take the purchase price of \$151,000 and subdivide it among 5 or 6 lots it is difficult to make a profit on it. He stated that his family started their development business in the multifamily/duplex community, and they have been very profitable with that and have been able to impact communities in a positive way. Mr. Hurt added that the first thing he looks at in a property is how he can maximize the potential for it and what the actual product will be worth in equity.

Craig Smith, 610 Western Avenue, asked Mr. Hurt how in depth did he get with the Town about what could be put on the land before he purchased it. Mr. Hurt replied that he met with Randy Lansing, Tina Price, Chief Joyner, Chief Puckett, and Susan Phelps. He commented that they are trying to do what they think will generate the tax revenue for the Town and he was under the impression that this project was not going to be that big of a deal; he thought people would get behind it and be excited about it. He stated that he had good intentions and thought the citizens and the Town would be behind it. Mr. Smith stated that he had recommended that Mr. Hurt have a conversation with the community to find out what they felt would be good and in harmony with the neighborhood; he pointed out that all of that happened after they found out what the project was. He stated that he thinks that R-10, as shown in the Comprehensive Plan, is the direction to go, and that it would be in Mr. Hurt's best interest to take his time to do this project the right way, with the citizens agreeing with what needed to be done; that way the Town and the Town Council would get behind him on any other future projects that may be coming about. He commented that he thinks a small housing development like the one that is across the street would be the way to go with this project. Mr. Smith added that we do not know what the new Comprehensive Plan will look like and it may be best to wait until that is completed before Mr. Hurt moves forward. He added that if a rezoning is done, it opens up a lot of opportunities that citizens may not know about. He thinks a Comprehensive Plan would make sense for the community. Mr. Smith also commented that runoff and drainage would be a real issue in making a determination as to what should go there. Mr. Smith also commented that the neighborhood does need to know what the process is for the rezoning and special use permits. He stated that when the rezoning hearing started (referring to the public hearing for Z 2020-03 on August 26, 2020), Town personnel was stopping the comments and said that they are only there to talk about the rezoning, not about the special use, but everyone in the community already knew what the proposed use was. He said that if the citizens do not have an opportunity to speak towards that knowing what the project is, you are completely taking them out of their voice because in a quasi-judicial hearing it has to be evidentiary. He asked when they would have the chance to speak if you want their input. He commented that it was like the citizens were being completely taken out of that process and he does not think that is the goal of these particular hearings. He stated that he would think that the town would want to be much more transparent about what is going to take place and what you are actually looking to do; if the ordinances or the procedures do not fit that, then maybe the Town would like to look at making those changes.

Mrs. Moss informed everyone that anytime a rezoning is done, usually the rezoning is not just for that particular piece of property; but in this case it was geared towards a specific piece of property and a specific use instead of looking at all the land uses in the R-10 district. She stated that going forward any time that someone has a rezoning request the staff will educate citizens on all the permitted uses for that zoning district. Mr. Smith stated that from the Town Council's perspective, he thinks they would want to know that and make it transparent to the citizens as well so they would know what might be moving in the area. He suggested to Mr. Hurt that he thinks it would be best to get Planning, the Council, and the neighborhood completely involved so that whatever project he brings forward would be in his best interest and would meet the town's needs.

Brian Murphy, 521 Westwood Circle, stated that he is not in favor of a plan that does the same thing as originally proposed, even in phases. He would prefer that six or seven single family residences be built; he understands that may not be as profitable for Mr. Hurt, but that he can turn a profit on that. Mr. Murphy said that although it is not his preference, he would not mind seeing one or two apartment buildings with eight units each. He feels that would fit the surrounding area better than what was originally proposed.

James Harrell, 707 S. Bass Drive, commented that he wants to see the property remain R-10 with single family homes. He is against any duplexes, triplexes, or any multiple use units. Mr. Harrell stated that he is one of the property owners in his neighborhood that was stuck with duplexes as a neighbor; the Town annexed a property on his street and put multi-family in all around him. He commented that it is not a nice neighborhood because of the traffic issues and amount of people on the properties. Mr. Harrell feels that single family is the best use of the property.

Patrick Butler, 525 Westwood Circle, commented that Mr. Hurt has acquired the property and that he has a right to do with that property what he needs to do, but he feels strongly that whatever is done on that property needs to fit in with what the surrounding area looks like. He stated that he prefers single family and does not like high density, as that depreciates over time. He commented that you don't really see that depreciation with houses. Mr. Butler added that he understands with the way that property lays that not all of it can be developed, and that there are flooding issues around them. He is concerned about how they will manage the property because of the runoff issues. Mr. Butler thanked Mr. Hurt for being willing to talk to the group about the property. He commented that he would like to see something more in keeping with Nashville; Nashville is a special place, it has been for a long time, and he doesn't want to see it compromised.

Bill Clark, 524 Westwood Circle, commented that he retired here and he loves it here, but he is concerned about the water runoff from the proposed project; there are already water issues on his property. He stated that he does not want to have to move but he doesn't know what recourse he has; he has even considered building a retaining wall, but that is expensive. Mr. Clark stated that he just wants to have a safe place for his wife. He spoke to the original proposal with the three apartment buildings, which would have a 20-ft drop in the rear of the property. He stated that this will put even more water on his property. He commented that he feels sorry for Mr. Hurt because he knows he has a lot of money tied up in this project, but that he also has a lot of money tied up in his home. He hopes the best for him.

Susan Bell, 618 Western Avenue, stated that she would like to see single family homes built on the property. She asked Mr. Hurt what were the sizes of the 6 lots that he spoke of earlier. Mr. Hurt replied that he does not know; this was communicated to him by his commercial broker. Mrs. Bell asked Mr. Hurt how much of the acreage he was utilizing with the proposed apartment buildings. Mr. Hurt replied that the buildings themselves would be somewhere between 4 and 5 acres, but closer to 4. He noted that with the way it was laid out they would have to build a retaining wall running down the gully on the right side. The buildings would be on level pads, but the road would have been built on a retaining wall because of the drop off. He added that there is a 500 year flood plain in the back and he will not build anything in the floodplain, so that would have needed to be raised. Mrs. Bell asked Mr. Hurt if he would consider doing a custom build subdivision. Mr. Hurt replied that anything is possible; he is not against anything, but he has learned that if a community and the leadership in the community don't want something then there is no need to pursue it. He stated that there is a compromise to be made; in an ideal situation he would not want to put single-family homes there, but there may be an opportunity to put some at the road and do something different elsewhere. He commented that he has some ideas to help with the stormwater. Mr. Hurt asked

Mrs. Bell if her preference was custom builds. She replied that it was and that in her profession she sees a half acre lot go anywhere from \$250,000 to \$300,000; she has 15 new closings going on now that will close in the next 30-60 days between Franklinton and Rocky Mount.

Joey Rabil, 404 S. Alston Street, stated that this area is high density in traffic; it's a main thoroughfare between Nashville to Spring Hope. He asked Mr. Hurt if he could talk to DOT about the traffic that goes in and out. He also mentioned he has concerns about the flooding from heavy rains.

Charlotte Brown, 204 Village Lane, commented that the traffic on Western Avenue is probably nowhere like it is on 58. She mentioned that when she moved to Nashville she lived off of 58 and there was no school crossing at Nash Central Middle; her son had to cross that 45-mph street every day. She was able to get the State to put a crosswalk there for the school system. She commented that there are ways and things you can do to make it better. She told the neighbors that she knows they do not want multi-family, but invited them to go over to Hurt Court and talk to those that live there so they can see what a community those residents are. She noted that 90% of the residents are 55 and older; they love it because they were able to downsize and not have to worry about mowing grass, etc. Ms. Brown stated that these residents are a whole community that watch out for each other and help each other. She pointed out that when she moved to Nashville, she had to move to Oak Tree because that was all that was available at the time. She now pays \$1,000 a month for rent at her duplex currently; they are very nice homes and she pointed out that her duplex has six parking spaces. Ms. Brown stated that the duplexes are monitored and these communities mean something to the owners. As an employee of Danco Builders, she noted that with the amount of site work for that Western Avenue property, it would cost half a million dollars; although the existing homes are nice in that area, no one will want to build a \$300,000 home beside them because it will bring their value down. She also noted that the value of her duplex is \$270,000, which is valued higher than most homes. She stated that you can't block people from being able to maximize their property and that Mr. Hurt's corporation is his family; he is not someone that is going to come in and try to ruin their lives. Ms. Brown commented that they as Danco are not going to build something that will flood people's homes because that would destroy their name; they spend millions a year in trying to keep places from flooding. She asked the neighbors to think about if this was their piece of property and if they would take a loss to build six houses; they would have to sell six \$250,000-\$400,000 homes to come close to breaking even with grading, engineering, etc. She asked the audience to consider having duplexes built there and invited them to look at the duplexes over on Village and Hurt. They are built to blend in with the existing homes, not to stand out.

Susan Phelps, Nash County Economic Development, informed the audience that the NCDOT traffic count on Western Avenue is around 3,200 vehicles per day; Washington Street and 58 average 10,000-13,000 per day.

Council Member Hobbs asked Mrs. Moss to share the permitted special uses under R-10. Mrs. Moss shared the uses for R-10.

The following are permitted as a matter of right in the R-10 district:

- Accessory building, including but not limited to fallout shelters, garages, guest houses, tool sheds and swimming pools
- Automobile parking lots serving uses permitted in district in which lot is located
- Churches, synagogues, temples and other places of worship, rectories, and Sunday schools
- Dish antenna (or earth station)

- Dwellings, one-family detached
- Family care home
- Fences and walls
- Golf courses, except par-three or miniature courses
- Home occupations
- Manufactured home, class A
- Manufactured unit used as a temporary office
- Manufactured unit used as a classroom
- Public parks and recreational facilities
- Signs
- Temporary buildings incidental to a construction project

The following are allowed in the R-10 district with a special use permit:

- Apartment, accessory to a primary residence
- Athletic fields, recreational buildings, playgrounds, no commercial gain, no automobile or motorcycle racing
- Automobile parking lots, serving nonresidential uses in another district
- Boardinghouse, rooming house, and Bed and Breakfast
- Cemetery or mausoleum
- Clubs and lodges, private, non-profit
- Colleges, universities, including fraternity and sorority houses, dormitories, and incidental uses when on the same unit of property
- Community buildings, not for commercial gain
- Day care facility
- Dwellings, two-family
- Dwellings, three-family
- Dwellings, planned unit development (PUD)
- Dwellings, condominiums
- Dwellings, townhouses
- Hospital, sanatoria, homes for aged, and nursing homes
- Public buildings, libraries, museums, art galleries, fire stations, ambulance services and the like
- Public utilities, static transformer stations, transmission lines and towers and telephone exchanges, radio and television towers and transmitting or relay stations, not including service and storage yards
- Schools (academic); kindergarten, elementary, secondary, public or private
- Tourist homes

Charlotte Brown asked Mrs. Moss if tiny house communities were permitted. Mrs. Moss replied that those fall under single-family dwellings, however they are not allowed in town. Ms. Brown commented that Nash County says that they must be bigger than 120 square feet, and must have a kitchen and a bathroom.

Mayor Pro Tem Burns asked Mr. Hurt to share some of his ideas on flood mitigation. Mr. Hurt stated that he was aware that there is property that floods in Nashville. He mentioned that the Town owns

quite a bit of property around the base of Westwood Circle; one thing that could help would be a community runoff pond. He would like to utilize that property that is undevelopable to help contain the runoff from the entire community. He stated that by working with the Town and the engineers, they could potentially create a situation that could address the storm surge that is seen from time to time. Mr. Hurt mentioned that during Hurricane Floyd, Hampton Village of Nashville was the only apartment community that did not flood during that time. Since they had vacancies at that time they were able to help people in the community find housing. He mentioned that in the Town of Youngsville, the Town Manager is pushing to have a community storm pond put in place; they have an area laid out near where he is currently working on another six building, three-story apartment complex. Mr. Hurt stated that this is something that he has spoken with the Town Manager and his engineers about; he would like to try to help this community if he can. He commented that if they can work on this together it could be an opportunity to use that undesirable property where Stoney Creek is on his end and work with the Town to use the undevelopable property near Westwood.

Susan Butler commented that she had provided some photographs to the Town Council of the area and she would not mind those being shared with Mr. Hurt.

Mr. Hurt stated that he has found the living conditions of the house on his property to be unacceptable. He asked those present if anyone would take exception to working with the Town to have the house burned as a fire exercise. After hearing their concerns, Mr. Hurt agreed not to burn the property.

Mayor Brown thanked Mr. Hurt and the citizens for coming out tonight.

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

Council Member Hinton made the motion to adjourn, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown declared the meeting adjourned at 7:09 PM.

Brenda Brown, Mayor

ATTEST:

Lou C. Bunch, Interim Town Clerk

The Town Council of the Town of Nashville held a Called Meeting on Tuesday, September 22, 2020 at 5:00 PM in Town Council Chambers in order for a quorum of the Town Council to be present for the Nashville Downtown Strong Advisory Board Meeting. Members Present: Mayor Brenda Brown, Mayor Pro Tem Kate Burns, Council Member Louise Hinton, and Council Member Larry Taylor. It is noted that Council Member Hinton arrived at 5:17 PM. Absent: Council Member Lynne Hobbs. 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, and Koy Worrell – Parks, Recreation and Cultural Resources Director.

1. Mayor Brown called the meeting to order at 5:00 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 September 22, 2020 meeting minutes of the Nashville Downtown Strong Advisory Board will 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 Taylor 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 (3-0). Mayor Brown declared the meeting adjourned at 6:13 PM.

Brenda Brown, Mayor

ATTEST:

Lou C. Bunch, Interim Town Clerk

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

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER



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

MINUTES OF THE NASHVILLE DOWNTOWN STRONG ADVISORY BOARD MEETING HELD MONDAY, THE 22nd OF SEPTEMBER 2020

Members Present:

Dylan Bunch, Chairman
Susan Phelps
Cindy Scheipers
Amy Beasley
Councilwoman Kate Burns
Luke Whitehead

Members Absent:

Bryan Hutson

Staff Present:

Sherry N. Moss, Planning Director
Tina M. Price, Planner I/Code Officer

1. CALL TO ORDER:

The Nashville Downtown Strong Advisory Board held a meeting on Tuesday, September 22nd, 2020, in the Town Council Chambers at 114 W. Church Street at 5:00 PM.

2. OLD BUSINESS:

A. Follow-up discussion of the Design, Style, Color, and Placement of Public Parking Signs to Direct Downtown Shoppers and Business Clients to the Courthouse's West Parking Lot.

This item was discussed at the August 18th meeting. Dylan Bunch stated he is having Glasco take a look at it, and they are getting a price. Mr. Bunch stated he will email the board about the parking signs that were picked, along with the designs and colors with the pricing.

B. Follow-up discussion for the 2007 Downtown Alley Parking Plan.

Mr. Bunch passed the item over to Susan Phelps, who did the survey. Ms. Phelps stated a survey was completed for tenants and property owners via survey monkey, and got back 15 responses so far. Ms. Phelps stated she printed out copies for everyone on the advisory board. The goal was to get a collective opinion of what everyone in town is interested in, and give the public a general idea of questions that were asked. Ms. Phelps stated she went to everyone that was on Washington Street, Barnes Street, Boddie Street, Church corridor, and other properties that backed up to

the alley area. Ms. Phelps added that it looked like there is a general consensus that there will be interest in looking at what can be done with the back alley. There were concerns about tenant parking, being able to monitor dedicated tenant parking, and how it can be utilized for public and tenant parking. Another concern was safety and security. Several of the respondents expressed confusion on who maintained the back area. Some of the reasons for having a business downtown included location, access to people. Some of the things respondents wanted to see more of when they envision Nashville in five years; more events, more attention paid to marketing downtown, driving after 5 business, and doing anything that initiates foot traffic. Ms. Phelps stated copies of the survey will be provided to Town Council, and the link will be sent to the Town Manager in case someone reaches out to the town directly.

Discussion of the maintenance of the alley took place. It was stated that the alley was dragged at least once a month or once every two months by public works, but hadn't been done in 1 ½ years. Councilwoman Kate Burns questioned the plan of the alley. Mr. Bunch responded that Mike Stocks did have a plan, but couldn't find it at the time. Town Manager Randy Lansing had the drawing of the plan, including the cost estimate, what was going to be paved, and a detailed itemized inventory of what was going to be done, with a quote of approximately \$179,000 for grading, graveling the area with a proper slope for drainage, and an overlay of 2 ½" of asphalt.

Councilwoman Burns suggested to go for the grant again, and questioned the rendering of parking spots. Mr. Lansing responded the plan did not identify specific parking spots but it's .85 acres that would be paved. Mr. Lansing added at that time, a proposed easement was prepared by someone with an agreement stating the conveyed easement is conditioned upon the grantee pending the Community Development Block Grant purpose of improving the downtown commercial area, with a period of two years.

There was discussion about the number of responses received from the survey. Fifteen out of eighteen were received.

The board stated the next steps to be, research the easement, call the property owners that did not respond to the survey, and update the contact list. Mr. Bunch added, moving forward, the board will be looking for grants. They are not trying to use money that they don't have to do this. Prior to paving, the board has to find out what the easement involves, who owns what, and who's all in favor and who's not. For clarification, the easement would be paved and used for public use for two years with tenant designation. Mr. Bunch confirmed that the people know where their lines are. Business owners that were present, expressed to the board, concerns of accessibility with parking. Mr. Whitehead addressed the board, that from the 2007 report, this area would nearly double the current parking associated with the downtown area, and expressed concern of what this would look like.

A motion was made by Susan Phelps to research the easement, call the property owners that did not respond to the survey, and update the contact list. Amy Beasley seconded the motion. The motion passed unanimously.

3. NEW BUSINESS:

A. Distribution and Review of MSD Budget.

The board reviewed the MSD budget of the last three fiscal years. The board questioned the running total amount, and what happens with the unused funds at the end of the year. Mr. Lansing responded that it goes back into the fund balance for the MSD. The balance in the fund balance is about \$75,000, and doesn't include the \$39,000 that will come in with this year's property taxes. The board requested to start getting the budget, of all the total years together.

B. Presentation of the 2020 Community Banner Program. Recommend to the Town Council for Approval of Participation.

Planning Director Sherry Moss introduced the banner program to the board. Ms. Moss stated since the town has recently done the video program, the town was able to participate in the banner program. The program is for three years, which includes 25 free banners to the town, including the Fire Department, Police Department, and Town Hall. With regards to the business sponsorship, if businesses decide to participate or not, the town will still receive the 25 free banners for participating in the program. During the duration of the program, banners may be updated each year. Moss addressed the board that the CGI representative is Nikki Carroll. Ms. Carroll was on call and via computer to give the banner presentation. Before the presentation, Moss read the contents of the banner program that was included in the memo. Moss stated the cost of the business sponsorship was \$2.50 per day, and added CGI will be responsible to reaching out to business owners. Ms. Moss called Nikki Carroll by phone, and introduced Ms. Carroll to the board, Town Council, and business owners. Ms. Carroll presented the banner presentation. Once the presentation was complete, Ms. Carroll called for questions. Councilwoman Burns questioned the follow-up if a business says no. Ms. Carroll gave a reply of zero. A board member expressed a concern if there were only two businesses with logos on the flags. Ms. Carroll replied that the rest of the flags will be branded with the artwork of your choice, and 23 additional banners will be provided and designed how you want." Ms. Carroll added that she feels very confident in their programs. She stated they had a really good response from the video program with the businesses within the community. Ms. Moss requested that Ms. Carroll cover the rate schedule. Ms. Carroll indicated the rate of \$2.50 per day for 24/7 exposure for an entire year. One banner is under \$1,000 per year. The cost goes down if businesses purchase additional or a high quantity of banners, which is in line with other banner programs across the country. Councilman Larry Taylor questioned the determination of who gets the 25 banners. Ms. Carroll replied that CGI will provide businesses the opportunity to sponsor a banner, as long as there are poles for them to hang on. Ms. Carroll added another reason for the yearly sponsorship for the businesses, is that some businesses may not want to renew, and new

businesses can fill in those spots. Ms. Carroll shared her contact information with the board. There were no further questions for Ms. Carroll. Ms. Moss stated if the board is interested in this program, then this will be a recommendation that will go before the Town Council.

Mr. Bunch called for a motion. Susan Phelps made a motion to participate in the 2020 Banner Program and receive 25 free banners. Cindy Scheipers seconded the motion. The motion carried unanimously. Discussion took place regarding the design of the banner, logo, etc. Contacts outside of the MSD was questioned. Ms. Moss responded that she will verify.

4. ANNOUNCEMENT OF NEXT MEETING:

The next regular meeting is scheduled for **October 20, 2020 at 5:00 PM in Town Council Chambers.**

5. ADJOURNMENT: 6:10PM

Susan Phelps made a motion to adjourn. Councilwoman Kate Burns seconded the motion. The motion carried unanimously.

Dylan Bunch, Chairman

Sherry N. Moss, Secretary

DRAFT Agenda Meeting Minutes

Wednesday, September 30, 2020

The Town Council of the Town of Nashville held an Agenda Meeting on Wednesday, September 30, 2020 at 7:00 PM in Town Council Chambers. 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 Lee Brown – Public Works Director

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 Public Comments Period. There were no public comments.
5. Mayor Brown called for the Discussion of a Request from Nash County to permanently close Elm Street between Court Street and Drake Street to allow construction of a new jail.

Mayor Brown gave a summary of the issue. The Town of Nashville has received a request from Nash County to permanently close a 200-foot portion of Elm Street between North Court Street and North Drake Street to allow construction of a Nash County Detention Facility on the northwest corner of the Courthouse/Jail property and associated facilities. The Town has water, sewer, and storm sewer lines in the Elm Street right of way. If this portion of Elm Street were vacated, we would need to put utility easements on the land to maintain access to our utilities. Jonathan Boone, Nash County Director of Public Utilities, says no building would be built on the vacated street right of way. It would be fenced with permanent penitentiary fencing and used as a secondary containment area for emergency evacuation of the detention facility. With this portion of Elm Street closed, Elm Street traffic would have to turn north onto Court Street, then west onto Vale Street, and south onto Drake Street to get around the closed street. Court Street is 18 ½ feet wide. Typical residential streets are 24 to 28 feet wide. There are three houses on Court Street, and cars are almost always parked on it. Two-way traffic cannot pass on the street with parked cars. At 18 ½ feet, the street was not designed or built to carry pass-through traffic. The same is true of Vale Street between Court and Drake Streets, which is 18 ½ feet wide, and more often than not has cars parked on it. Drake Street is 24-feet wide. Bobby Liverman with NCDOT has agreed to put a traffic counter on Elm Street between Court and Drake on a weekday for 24-hours so the number of vehicles that would be routed up Court and Vale Streets, if Elm Street were closed, can be known. Mr. Lansing's recommendation is for the Town to work with Nash County on the new detention center by vacating the requested portion of Elm Street, but require Nash County to relocate the closed portion of Elm Street 100-feet to the north, through the County's parking lot, to Drake Street. This will keep the Elm Street traffic out of the Court Street and Vale Street neighborhood.

Mayor Brown then called on Mr. Lansing for the presentation of this request. Mr. Lansing turned the meeting over to Jonathan Boone to present the request.

Jonathan Boone first thanked the Mayor and Town Council for allowing him to speak and then introduced Nash County Manager Zee Lamb, Nash County Board of Commissioners Chairman Robbie

Davis, and Major Allen Wilson from the Nash County Sheriff's Department. Mr. Boone gave the following presentation on Nash County's request to close a portion of Elm Street.

Mr. Boone stated that this request is for the Nash County Detention Facility (NCDF). The facility is located within the block of Washington Street, with Drake Street to the west, Elm Street to the north, and Boddie Street to the east. The entrance to the facility is located behind the new courthouse. As of late 2019, the NCDF is approved to house 259 inmates (223 male, 36 female). There are currently 112 inmates housed in the facility. The facility was constructed in three main phases (1977, 1991, and 1998). The west side, or older portion of the facility, was constructed in 1977 and holds 88 beds; it was expanded in 1991 and added another 56 beds; and in 1998 during the last expansion it took the capacity to 300 beds for inmates. He noted that since that time they have decreased the number of beds to 259 due to operational needs identified by the Sheriff's Department. During the past fifteen months, Nash County has invested approximately \$1.1M in the facility to renovate some of the existing dorms and address some security needs. As a result of that work and periodic inspections by the North Carolina Department of Health and Human Services, the County commissioned a Jail Needs Assessment in fall 2019 in order to look at the facility and determine the long-term needs of the facility for the next 20 years.

That report was received by the County in February 2020, and was presented to the Commissioners in March. There were two main recommendations as a result of the study: 1) to retrofit one of the existing male dorms on the east side of the facility to provide a 27 bed lockdown unit, and 2) to consider a 94 bed addition to the existing facility to accommodate fluctuations in the inmate population and anticipated growth over the next 20 years. The County Commissioners agreed to appropriate \$10M to renovate the facility, retrofit the dorms for the 27 beds, and to construct the addition which will be a two-story structure. As a result of that recommendation and the appropriation by the County Commissioners, an RFP was issued for an architect to assist with that work. Moseley Architects, who also completed the Jail Needs Assessment, was selected; they began on that work in May 2020. Mr. Boone shared the conceptual plans for the facility and stated that they are now moving into design development. The design is an open concept and will reduce the 40 bed capacity down to 20 beds; they will retrofit that with isolation cells to accommodate 27 inmates. The addition will be placed in the existing northwest quadrant. They are also looking at some renovations to accommodate a revised intake booking area at the jail. The two-story addition has two separate isolated sections; each side will hold 47 beds and most of those units will be locked containment cells that can accommodate two inmates. One unit will also be on each side to comply with ADA requirements. He commented that this project is what is driving the request regarding the closure of Elm Street between Court Street and Drake Street. He noted that they are using almost all of the available real estate in that quadrant of the facility. Mr. Boone then shared some examples of the façade and stated that they are trying to maintain some architecture that is somewhat harmonious with the existing building.

Mr. Boone reported that the project architect has completed the conceptual design and is working on design development plans to be submitted to NCDHHS, NCDOT, and local agencies for review and approval in January 2021. Assuming an 8-10 week turnaround on project reviews, the project is expected to be bid in April 2021. The project is anticipated to be awarded by the County Commissioners in May 2021 with construction to begin shortly after and completed in 18 months (November 2022).

The gross dimensions of the proposed building addition are 70 feet by 150 feet (10,500 square feet on the first floor). The total building will be a little less than 20,000 total square feet. One of the issues that the addition creates is access to the loading dock behind the kitchen. The width of the access to the loading dock located at the rear of the kitchen is 17 feet and will require a tractor trailer to back onto the site approximately 100 feet. Tractor trailers will be required to enter on Elm Street from the east, come back behind the jail, turn into the parking lot that the County owns at the corner of Court Street and Elm

Street, and then back up 100 feet through a 17 foot wide access to reach the loading dock behind the kitchen. Based on the existing curb line at the intersection of Elm Street and Drake Street, the proposed building is expected to extend within 5 feet of the existing curb. The addition will displace about 15 parking spaces, the emergency inmate evacuation area, and the solid waste containment area. It will also impact some off-street parking (about 28 parking spaces) at the corner of Court Street and Elm Street. He noted that they currently receive 5 to 6 deliveries a week at the loading dock.

Mr. Boone stated that one of the things they are looking to do in addition to expand the capacity of the facility is to provide for some additional secondary containment. He mentioned the two inmate escapes last spring and stated that providing the additional secondary containment area is a priority for the County. He stated that without the closure of Elm Street if they were to push the secondary containment fences as far as they could towards Drake Street and towards Elm Street, it would end up being about 4 ½ feet offset from the face of the building to the fencing at the closest point. He emphasized that this is one of the issues driving their request. Mr. Boone shared several sketches of the proposed area to be closed, along with the turning radius needed in order to safely back tractor-trailers into the loading area. He noted that the tractor-trailers would need to pull 150-feet into the current 28-space parking area in order to back through the parking lot, across Elm Street to the dock behind the kitchen. Mr. Boone stated that if approved, they propose to extend the secondary containment fence north along Drake Street on the east side of Drake Street, across Elm Street and following the existing property line along the right of way, enclosing the 28-space parking area, continuing along Elm Street, and then turn along Boddie Street to tie into the existing fencing.

Mr. Boone stated that the County has identified the following advantages of the Elm Street Closure: It allows for the loading dock and existing area in the northwest quadrant of the facility to be located within a secure fenced area; it allows the area to the north to be secured and controlled with a gate that will be remotely operated by facility officers in the main control in the main facility; it will expand the security fencing which reduces access to the rear of the facility, helps reduce contraband risk, and provides an additional barrier in the event of an escape attempt. He noted that they are experiencing issues with contraband being passed back and forth from family members that approach the rear of the facility from Elm Street and attempt to pass contraband into the exercise yard behind Dorms 1, 2, 3, and the Special Housing Unit. The closure also provides additional room for mechanical, electrical, and plumbing equipment required for the new 94-bed addition. It will allow the fencing to extend further away from the building and provides for a "buffer" zone between those two elements. The expanded "buffer" zone provides for an emergency evacuation area and an inmate assembly area within the limits of a secured perimeter. If a situation occurred where they had to bus the inmates offsite, this area could be used to bring buses in, load the inmates, and transport them away from the facility. Without the closure of Elm Street, it would be a little more problematic. The disadvantages of closing Elm Street would be that access to private property located north and west of the jail will be less direct from points east of North Court Street, emergency response times for units responding from the east will increase potentially up to 20 seconds, some utility relocation may be required, geometric improvements may be required at the intersection of Elm Street and North Court Street, and additional County owned parking spaces will be displaced. The length of Court Street from Elm Street to Vale Street is about 280 feet; Vale Street between Court Street and Drake Street is about 230 feet. Mr. Boone stated that in terms of emergency response, the worst case scenario leaves an additional 560 feet of travel distance at 20 mph, and would add an additional 20 seconds to the response time.

Mr. Boone stated that the County is requesting that the Town Council approve a Resolution of Intent to vacate the portion of Elm Street between Drake Street and North Court Street in order to

accommodate the proposed expansion of the Nash County Detention Facility and to enhance security measures.

Council Member Taylor asked Mr. Boone if there has been any consideration to try to open up additional parking for the County employees on the Cobb Hill property that the County purchased a few years ago. Mr. Boone replied that the County has acquired a couple of additional lots, but they have not programmed any funds in the current Capital Improvement Plan for that expansion; the long term plan is to provide for additional off-street parking for County employees. Council Member Taylor stated that he asked because the County will be losing parking with the expansion. He added that he is in support of doing all we can to help the County with the jail situation, but he is concerned about detouring the traffic up on the hill because that street is only 18 feet wide and always has cars parked on the side of the street. He stated that he is not in favor of detouring the traffic up to the hill to come around; it will slow the fire trucks down having to make those tight turns. He suggested the County look at parking cars over in the Cobb Hill area instead of routing them through those neighborhood streets. Mayor Pro Tem Burns commented that the fenced in yard will go all the way into that parking lot. Mr. Boone replied that today the main entrance to the Detention Center is on the east and they are looking to relocate the main entrance to the west side of the facility in order to utilize the underutilized parking lot they have on the north side. He commented that while they will be losing some spaces, they will be relocating the main access to the Detention Facility. The long-term intent is to develop off-street parking at the lot that Council Member Taylor mentioned. Council Member Taylor commented that he does not have a problem closing the street down to give them access and the room that they need, but he is concerned about inconveniencing the citizens that live up on the hill.

Mayor Pro Tem Burns asked how far back they are proposing to go into those parking spaces. Mr. Boone replied that the County property at the corner of Court and Elm would be totally enclosed by the fencing; they would retain the parking in the lot beside it. Council Member Hinton asked Mr. Lansing what his suggestion was. Mr. Lansing noted that Bobby Liverman put a traffic counter out through that segment of the proposed road closure and that the traffic count for 24 hours was 304 vehicles. So they do not have to route the traffic back up the hill through the neighborhood, he recommends rerouting that portion of Elm Street up Vale to midblock through the existing parking lot to Court Street. He added that if this were rerouted it would not negatively impact the neighborhood behind it.

Mayor Pro Tem Burns asked if there was a possibility to cut the fencing back by 18 feet to accommodate a road through there. Mr. Boone replied that they have not had this conversation, but one concern he would have is the movement that the tractor-trailer would have to make and he is not sure how that would work. He added that there would be some expense associated with putting in a 24 foot street, and they would have to work out those logistics; they would need to study that a bit. Council Member Taylor stated that the fencing would actually now be in the street with what they are proposing. Mr. Boone replied that the fencing would extend past through where Mr. Lansing is recommending that the street be relocated to; as proposed, the fencing would cross the existing street. Mayor Pro Tem Burns asked how the tractor-trailer currently gets in. Mr. Boone replied that it backs through the existing parking lot. Council Member Taylor pointed out that the loading dock is currently turned in a different direction. Council Member Hinton stated that she tends to agree with Council Member Taylor and his issue of routing traffic up Court over to Vale and down Drake. She commented that it is a residential section and she has a difficult time going along with that. Mayor Pro Tem Burns added that due to the fact that these streets were not made for that type of traffic or the load, she sees infrastructure problems coming in the future if it does become a high traffic area back there. She commented that we do want to work with the County and asked them to take a look at what it would look like to put a roadway at the north side of the lot by cutting the

fence line back a little bit. Council Member Hinton asked if the \$1M stormwater project that we currently have going on with the County that goes from Alston Street down to Stoney Creek has been figured into their request. Mr. Boone replied that there is no conflict with it and they will be staying away from that area; the fencing will be on the south side of Elm Street. Mayor Pro Tem Burns commented that if they shortened the fence line and moved it more towards the west then it would seem like that could work for the tractor trailers to back in, but they would have to move the entrance. Mr. Boone replied that they can take a look at it; they brought in architects and relied on their experience for the design. Mayor Pro Tem Burns asked what the plans would be for the northwest section beside the lot in question. Mr. Boone replied that it would remain off-street parking. Council Member Taylor asked if the driver would be backing in to through the fence to get to the loading dock. Mr. Boone replied that they would pull up and then back in.

Mayor Brown thanked Mr. Boone. Mayor Brown asked the Council if they wanted to hold off on a decision until they see what kind of a design for the street the County comes up with. Mr. Boone replied that he can do that. She stated that the Town wants to work with them but they need something that will work for the Town too. Mr. Lansing added that if the Council is agreeable to this street closure then there is a formal process that they would need to go through. If the County can accommodate relocating that portion of Elm Street so that the traffic is not routed up North Court and Vale, the Council would need to adopt a Resolution of Intent. Notice of the intent and public hearing would need to be published for four consecutive weeks in the paper and all the people surrounding the area that would be impacted would need to be notified as well. Following the public hearing, the Council could vote on an ordinance to close the street, conveying it to Nash County. Mayor Brown thanked Mr. Lansing. Mayor Brown stated that the Council will wait until they hear back from the County and will take the matter up again on October 6th.

6. Mayor Brown called for Council Comments. There were no comments.
7. Mayor Brown thanked everyone for coming and commented that they do want to work with the County to benefit the entire area.
8. There being no further business, Mayor Brown called for a motion to adjourn.

Council Member Taylor made the motion, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown declared the meeting adjourned at 7:38 PM.

Brenda Brown, Mayor

ATTEST:

Lou C. Bunch, Interim Town Clerk