



Town of Laurel Park
Town Council Work Session
December 12, 2024 at 9:30 AM
Town Hall - 441 White Pine Drive, Laurel Park, NC 28739

Microsoft Teams: [join the meeting now](#)
Meeting ID: 299 114 033 32
Passcode: LVba8U

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Old Business**
 - A. Approval for Signage
- 4. Proclamation - Kristin Dunn**
- 5. Organizational Meeting**
 - A. Oath of Office
 - i. Mayor O’Cain
 - ii. Commissioner Banta
 - iii. Commissioner Bonnema
 - B. Election of Mayor Pro Tem
 - i. Oath of Office for Mayor Pro Tem
 - C. Annual Meeting Schedule
 - D. Town Council Appointments
- 6. New Business**
 - A. Presentation by FEMA Individual Assistant Representatives
 - B. Discussion of Town Council FY26 Goals
 - C. Discussion of ARPA Funds
 - D. RAISE Grant Letter of Support - Above the Mud
- 7. Agenda Review**
- 8. Mayor and Commissioner Comments**
- 9. Adjournment**

Item 3A: Approval for Signage

Presenter: Town Manager, Cara R. Reeves

Attachment(s): Yes/**No**

Summary of Item: UDO 7.8.3 (G) was amended by Council in November stating the following: Historic markers/plaques, trail markers, and places of interest with Town Council approval.

Proposal:

Rock no more than 3' by 3' (possibly smaller) provided and installed by Public Works.

Placed at the head of the trail, proposed location flagged for installation by Brandon Johnson.

Plaque no more than 1' by 1' (possibly smaller).

Example of rock with plaque, draft language, and proposed location are shown below.



Suggested Motion: Motion to approve/deny the proposed signage.

Item 4: Proclamation - Kristin Dunn

Presenter: Mayor O’Cain

Attachment(s): Yes/No

- Proclamation

Summary of Item: Elected in 2020, Ms. Dunn has worked tirelessly to better the Town of Laurel Park. She provided the Town Council with a fresh perspective on recurring and new issues. Ms. Dunn’s work on the Centennial Committee thus far may have gone unnoticed, however please remember this contribution next year during all of the fantastic events she will continue to help orchestrate. We thank her for her public service to our community and wish her luck in all future endeavors!

Suggested Motion: None.

PROCLAMATION

WHEREAS, Kristin R. Dunn earned the respect and admiration of the citizens of Laurel Park for her exemplary dedication to the community as a member of the Laurel Park Town Council; and,

WHEREAS, the Town of Laurel Park wishes to recognize Kristin R. Dunn for her 4 years and 9 months of personal and tireless service to Laurel Park as Commissioner from 2020 - 2024.

WHEREAS, during her personal and tireless service she demonstrated leadership, wisdom, creativity, and community spirit enhancing Laurel Park's unique quality of life; and,

WHEREAS, it is most appropriate that we recognize her accomplishments.

NOW, THEREFORE, I, J. Carey O'Cain, Mayor of the Town of Laurel Park do recognize and urge all the citizens of the Town of Laurel Park to pay special tribute to

“Kristin R. Dunn”

this very special member of our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Laurel Park, North Carolina, to be affixed this 17th day of December, 2024.

J. Carey O'Cain
Mayor

ATTEST:

Tamara M. Amin
Town Clerk

Item 5: Organizational Meeting

Presenter: Mayor O’Cain

Attachment(s): Yes/No

Summary of Item:

- A.** Oath of Office
 - i. Mayor O’Cain
 - ii. Commissioner Banta
 - iii. Commissioner Bonnema
- B.** Election of Mayor Pro Tem
 - i. Oath of Office for Mayor Pro Tem
- C.** Annual Meeting Schedule
- D.** Town Council Appointments

Suggested Motion: Various motions needed

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON

OATH OF OFFICE
MAYOR
TOWN OF LAUREL PARK, NC

“I, J. Carey O’Cain, do solemnly swear (or affirm) that I will support and maintain the Constitution of the United States and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Mayor for the Town of Laurel Park, so help me God.”

J. Carey O’Cain

Sworn to and subscribed before me
this ____ day of _____ 2024.

Tamara M. Amin , CMC, NCCMC
Notary Public

STATE OF NORTH CAROLINA

COUNTY OF HENDERSON

OATH OF COMMISSIONER
TOWN OF LAUREL PARK

I, George W. Banta, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office of Commissioner of the Town of Laurel Park, and that I will not allow my actions as Commissioner of the Town of Laurel Park to be influenced by personal or political friendships or obligations, so help me God.

This the _____ day of December, 2024.

George W. Banta

Sworn to and subscribed before me this
_____ day of December 2024.

STATE OF NORTH CAROLINA

COUNTY OF HENDERSON

OATH OF COMMISSIONER
TOWN OF LAUREL PARK

I, Travis Bonnema, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office of Commissioner of the Town of Laurel Park, and that I will not allow my actions as Commissioner of the Town of Laurel Park to be influenced by personal or political friendships or obligations, so help me God.

This the _____ day of December, 2024.

Travis Bonnema

Sworn to and subscribed before me this
_____ day of December 2024.

STATE OF NORTH CAROLINA

COUNTY OF HENDERSON

OATH OF COMMISSIONER
TOWN OF LAUREL PARK

I, _____, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office of Mayor Pro Tempore of the Town of Laurel Park, and that I will not allow my actions as Mayor Pro Tempore of the Town of Laurel Park to be influenced by personal or political friendships or obligations, so help me God.

This the day of 2024.

Sworn to and subscribed before me this
the day of 2024.

DRAFT 2025
Town of Laurel Park
Regularly Scheduled Meetings

	Council Regular Meeting	Council Work Session	Invasives Species Committee	Parks & Greenways	Planning Board	Board of Adjustment	Bee Committee	Steering Committee	Centennial Committee	Bicycle Advisory Committee	Parks & Greenways Site Meeting
	9:30 a.m.	9:30 a.m.	10:00 a.m.	9:30 a.m.	3:00 p.m.	4:00 p.m.	4:30 p.m.		11:30 a.m.	3:00 p.m.	4:00 p.m.
	3 rd Tuesday of each month	Thursday prior to the Regular Meeting	1st Wednesday of every other month	2 nd Tuesday of each month	2 nd Tuesday of each month	Thursday prior to the Town Council Regular Meeting, every other month	3rd Tuesday of each month		Monday prior to the Town Council Work Session	Monday prior to the Parks and Greenways Meeting, every other month	4th Thursday of each month
January	21	16	8*	14	14	16	21		13		23
February	18	13		11	11		18		10	10	27
March	18	13	5	11	11	13	18		10		27
April	15	10		8	8		15		7	7	24
May	20	15	7	13	13	15	20		12		22
June	17	12		10	10		17		9	9	26
July	15	10	2	8	8	10	15		7		24
August	19	14		12	12		19		11	11	28
September	16	11	3	9	9	11	16		8		25
October	21	16		14	14		21		13	13	23
November	18	13	5	cancelled	cancelled	13	18		10		cancelled
December	16	11		9	9		16		8	8	cancelled

* Date changed due to holiday

Town Hall & Public Works Are Closed in Observance of the Following:			
Holiday	Date	Day of the Week	
New Year's Day	January 1, 2025	Wednesday	
Birthday of Martin Luther King, Jr.	January 20, 2025	Monday	
Presidents' Day	February 17, 2025	Monday	
Good Friday	April 18, 2025	Friday	
Memorial Day	May 26, 2025	Monday	
Juneteenth	June 19, 2025	Thursday	
Independence Day	July 4, 2025	Friday	
Labor Day	September 1, 2025	Monday	
Veteran's Day (observed)	November 11, 2025	Tuesday	
Thanksgiving Day	November 27, 2025	Thursday	
Day After Thanksgiving	November 28, 2025	Friday	
Christmas Eve	December 24, 2025	Wednesday	
Christmas Day	December 25, 2025	Thursday	
Christmas Holiday	December 26, 2025	Friday	

Commissioner Representatives/Assignments

Friends of the Ecusta Trail (FOET)

George Banta

Traffic Advisory Board (TAC)

George Banta

French Broad River Metropolitan Planning Board (MPO)

George Banta

Local Government Committee for Cooperative Action (LGCCA)

Mayor O'Cain

Paul Hansen

Kristin Dunn

Water Sewer Advisory Committee (WSAC)

Paul Hansen

Valley Hill Fire Department Board

Deb Bridges

BOA

None

Planning Board

Paul Hansen

Parks & Greenways

George Banta

Centennial Committee

Paul Hansen

ABC

None

FLP

Deb Bridges

Item 6A: Presentation by FEMA Individual Assistant Representatives

Presenter: FEMA Intergovernmental Affairs Specialist, Mark Bartlett

Attachment(s): Yes/No

Summary of Item: This presentation is to help inform residents of their options for damages related to Hurricane Helene.

Suggested Motion: None.

Item 6B: Discussion of Town Council FY26 Goals

Presenter: Town Manager, Cara R. Reeves

Attachment(s): Yes/**No**

Summary of Item: Mrs. Reeves is asking the Town Council to start thinking about the budget process. This first step is to declare goals for the coming fiscal year. This will give staff the direction required in budget requests.

Suggested Motion: None.

Item 6C: Discussion of ARPA Funds

Presenter: Town Manager, Cara R. Reeves

Attachment(s): Yes/No

- Budget Ordinance 2022-5

Summary of Item: As a result of the COVID-19 pandemic, the Town received ARPA funds in the amount of \$742,565.04. That sum was appropriated Coronavirus State and Local Fiscal Recovery Grant Project Fund, with 100% of the funds budgeted to invest in stormwater infrastructure. Currently, we have \$158,371.25 left of those funds. Town Manager Reeves and Financial Consultant Burleson recommend the Town Council transfer the remaining funds to the budget line C of the grant project ordinance to provide for government services

Suggested Motion: None.

ORD 2022-5

**Grant Project Ordinance for the Town of Laurel Park
Coronavirus State and Local Fiscal Recovery Funds**

BE IT ORDAINED by the Town Council of the Town of Laurel Park, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project(s) to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The Town of Laurel Park received the first tranche on July 13, 2021 in the amount of \$371,282.52 of CSLRF funds. The total allocation is \$742,565.04, with the remainder to be distributed to the town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

- A. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- B. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- C. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- D. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- E. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

- A. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff; \$0
- B. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector; \$0

C. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;	\$0
D. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,	\$0
E. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.	\$742,565.04
Total CSLRF Project	\$742,565.04

Section 3: The following revenues are anticipated to be available to complete the project:

CSLRF Funds	\$742,565.04
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Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this 19th day of April, 2022

J. Carey O’Cain
Mayor

Tamara Amin, CMC
Town Clerk

Item 6D: RAISE Grant Letter of Support - Above the Mud**Presenter:** Town Manager, Cara R. Reeves**Attachment(s):** Yes/No

- Executive Summary

Summary of Item: The Above the Mud project will provide multimodal infrastructure that will spur small-town economic development, jobs, and tourism while rebuilding a trail segment damaged by recurring flooding and Hurricane Helene. The project will extend the 19-mile regional Ecusta Trail that is expected to generate significant rural economic impact, bringing residents and tourists safely into Downtown Hendersonville. It will also reconnect to underserved neighborhoods, improving safety and access.

This project focuses on creating a loop of multimodal transportation access, ultimately connecting three major developing regional trail systems. The infrastructure effort will make Hendersonville a hub and beacon of tourism and economic activity. The project will reconnect historic black neighborhoods, build new connections, improve existing greenway impacted by recent flooding, and rebuild an aging three-block stretch of South Main Street, near the Ecusta Trail, as a regional activity hub and Festival Street that directly connects Downtown Hendersonville with the regional trail network.

Suggested Motion: Motion to approve/deny the support for Above the Mud.



EXECUTIVE
SUMMARY

FY 2025 RAISE GRANT APPLICATION

HENDERSONVILLE, NC ABOVE THE MUD

Creating Connections • Promoting Small-Town Economic Development • Strengthening Resilience



ABOVE THE MUD HENDERSONVILLE, NC

LEGEND

- 'Above the Mud' Trail
- 7th Ave Streetscape Improvements
- Festival Street
- Oklawaha Greenway Boardwalk
- Existing Streetscape Improvements
- Oklawaha Greenway
- Ecusta Trail
- Proposed Saluda Grade Rail Trail
- Other Proposed Greenways
- NCDOT Projects
- Future Streetscape Improvements
- Buildings
- Water Bodies
- Wetlands
- 100-Year Floodplain
- Parks, Open Space, & Conserved Land
- Railroad
- Hendersonville Municipal Boundaries
- Downtown Hendersonville

COMPONENT 2
7th Ave. Streetscape
Improvements

Funded sidewalk
improvements

COMPONENT 4
Oklawaha Greenway
Boardwalk

Future streetscape
improvements

**DOWNTOWN
HENDERSONVILLE**

COMPONENT 1
'Above the Mud'
Trail

COMPONENT 3
Festival Street

Roundabout / trail
crossing improvements
NCDOT U-6049

Sidewalk improvements
NCDOT EB-5963

NCDOT U-5886

0 500 1,000 FEET



PROJECT SUMMARY

The Above the Mud project will provide multimodal infrastructure that will spur small-town economic development, jobs, and tourism while rebuilding a trail segment damaged by recurring flooding and Hurricane Helene. The project will extend the 19-mile regional Ecusta Trail that is expected to generate significant rural economic impact, bringing residents and tourists safely into Downtown Hendersonville. It will also reconnect to underserved neighborhoods, improving safety and access.

This project focuses on creating a loop of multimodal transportation access, ultimately connecting three major developing regional trail systems. The infrastructure effort will make Hendersonville a hub and beacon of tourism and economic activity. The project will reconnect historic black neighborhoods, build new connections, improve existing greenway impacted by recent flooding, and rebuild an aging three-block stretch of South Main Street, near the Ecusta Trail, as a regional activity hub and Festival Street that directly connects Downtown Hendersonville with the regional trail network.

Components of this project include:



Location

City of Hendersonville,
North Carolina



Total Mileage

2.58 miles of improvements

Including improved safety, increased accessibility, multi-use paths, sidewalks, streetscape improvements, pedestrian-friendly streets, and strengthened climate resiliency.



COMPONENT 1

'Above the Mud' Trail

A 1.56 mile separated shared use pathway for bicyclists and pedestrians through natural areas, connecting the Oklawaha Greenway to the regional Ecusta Trail, future Saluda Grade Trail, and downtown Hendersonville.



COMPONENT 2

7th Avenue Streetscape Improvements

A safe and walkable .41 mile connection between northeastern neighborhoods and downtown with improved sidewalks, lighting, green infrastructure, pedestrian amenities, and ADA compliance.



COMPONENT 3

Festival Street

A .28 mile pedestrian-focused street and flexible event space catalyzing economic development for businesses, with limited automobile access, connecting downtown to three regional trails.



COMPONENT 4

Oklawaha Greenway Boardwalk (on existing trail)

A .33 mile elevated boardwalk, retrofitting the current trail to be a safer and stormwater resilient trail connection for pedestrians and bicyclists along the Oklawaha Greenway.

PROJECT OUTCOMES & DETAILS



A vibrant, safe, and active community, through street and trails that prioritize pedestrians and bicyclists and serve users of all ages and abilities.



Greatly improved access to downtown, disadvantaged neighborhoods, schools, food, businesses, and parks and natural areas.



More livable, resilient streets that use trees and stormwater best practices to shade, clean the air and water, and better manage flooding.



Economic revitalization by connecting a critical regional trail link and improving 7th Avenue and South Main Street.

7TH AVE. STREETSCAPE

Downtown Hendersonville
Photo courtesy of NCTripping.com



ABOVE THE MUD TRAIL & OKLAWAHA BOARDWALK

Northwest Arkansas Razorback Regional Greenway
Photo courtesy of Experience Fayetteville



FESTIVAL STREET

S. Main St., Hendersonville
Conceptual rendering



Led by:



Brent Detwiler
Public Services Director
City of Hendersonville

(828)697-3060

bdetwiler@hvlnc.gov

In partnership with:





Town of Laurel Park
Town Council Regular Meeting
December 17, 2024 at 9:30 AM
Town Hall - 441 White Pine Drive, Laurel Park, NC 28739

Microsoft Teams: [join the meeting now](#)

Meeting ID: 299 114 033 32

Passcode: LVba8U

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
- 4. Approval of the Agenda**
- 5. Consent Agenda**
 - A. November Monthly Report
 - B. Minutes for the November 14, 2024 Work Session
 - C. Minutes for the November 19, 2024 Regular Meeting/Public Hearing
 - D. Minutes for the November 19, 2024 Closed Session
- 6. Old Business**
 - A. ARPA Funds Budget Amendment
- 7. New Business**
- 8. Town Manager's Report**
- 9. Department Head Reports**
 - A. Public Works
 - B. Fire Department
 - C. Police
 - D. Administration
- 10. Mayor and Commissioner Comments**
- 11. Adjournment**