



Town of Laurel Park  
Town Council Regular Meeting  
October 15, 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. Minutes for the September 12, 2024 Work Session
  - B. Minutes for the September 12, 2024 Closed Session
  - C. Minutes for the September 17, 2024 Regular Meeting
  - D. Minutes for the September 17, 2024 Closed Session
  - E. Minutes for the October 4, 2024 Special Meeting
- 6. Old Business**
  - A. Email Transition From .org to .gov
  - B. WXZ Performance Improvement Guarantee Extension
- 7. New Business**
  - A. Hurricane Helene Update – Roads, Landslides and Culverts
  - B. Public Hearing for Text Amendments to Sign Chapter 7
  - C. Creation of Comprehensive Plan Update Steering Committee
  - D. Board Appointments
- 8. Town Manager's Report**
- 9. Department Head Reports**
  - A. Public Works
  - B. Fire
  - C. Police
  - D. Administration
- 10. Mayor and Commissioner Comments**
- 11. Adjournment**

**Item 6A:** Email Transition From .org to .gov

**Presenter:** Town Manager, Cara Reeves

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

**Summary of Item:** This project would be adding the new .gov domain to the current Office 365 tenant and then reconfiguring email profiles to point to the .gov. This process would also entail updating the local Active Directory/Azure sync connect in O365 and working with each user to test/confirm the reconfigured profiles.

Per Town Council's request, Travis Bonnema looked at the quote and gauged the necessity. His determination was that it doesn't have to happen now, especially at that rate. If the Town minimizes or stops using VC3, the cost should be significantly lower.

**Suggested Motion:** Motion to approve/deny the cost for the email transition from .org to .gov.

**Item 6B:** WXZ Performance Improvement Guarantee Extension**Presenter:** Town Manager, Cara Reeves**Attachment(s):** Yes/No

- Site Plan and Specifications for Picnic Shelter, Mail Kiosk, and Pump Station

**Summary of Item:** Because WXZ Inc. has completed some but not all of the roads and infrastructure the Town wants assurance that the surety bond remains in the full amount in case they need to finish the project. These subdivision regulations commonly include installation of adequate water and sewer, construction and dedication of subdivision streets that meet Town or NCDOT standards, and provision of parks and recreation space.

“To assure compliance with these and other ordinance requirements, the ordinance may provide for performance guarantees to assure successful completion of required improvements.” (NCGS § 160A-372; 153A-331). If such guarantee is required the developer may choose a performance bond, a bank-issued letter of credit, funds held in escrow, or other financial assurances. A performance guarantee could assure improvements regardless of whether they will be dedicated to the public or remain private.

**Suggested Motion:** A motion to approve/deny the performance improvement guarantee extension for WXZ Inc. to complete all infrastructure related to public utilities by December 31, 2024.

# Arcadia Views Phase 1

433A BREVARD RD

2900

106

402C

2760

Mail Kiosk

Pump Station Control Bldg

2710

Covered Gazebo

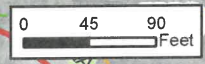
GOLDEN ASTER DR

BELFLOWER LN

401B

Trash Corral

LILY CT



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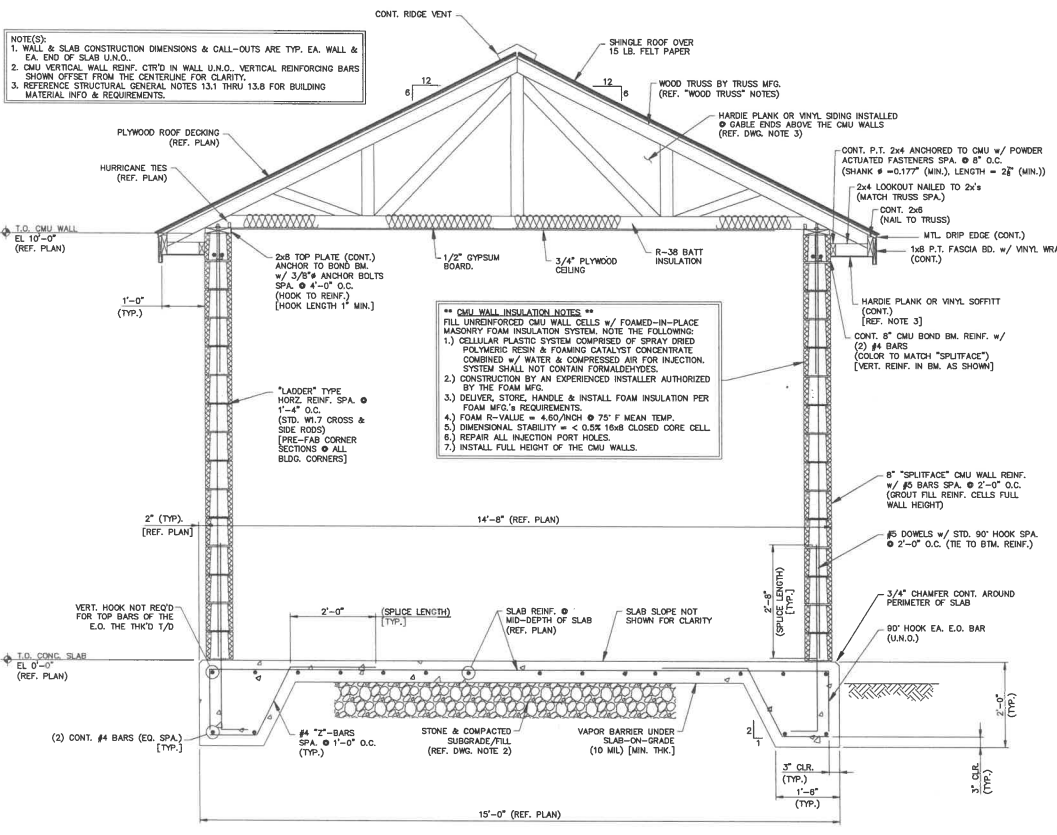
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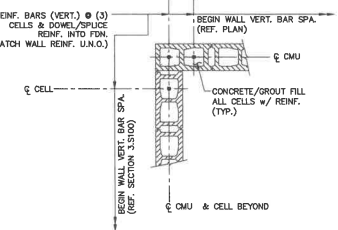
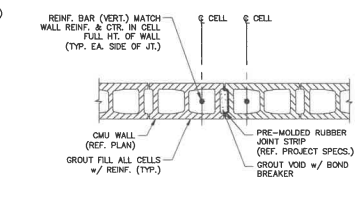
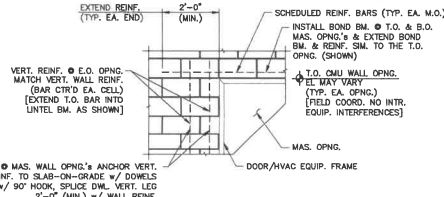




- NOTE(S):  
 1. WALL & SLAB CONSTRUCTION DIMENSIONS & CALL-OUTS ARE TYP. EA. WALL & EA. END OF SLAB U.N.O.  
 2. CMU VERTICAL WALL REINF. CTR'D IN WALL U.N.O. VERTICAL REINFORCING BARS SHOWN OFFSET FROM THE CENTERLINE FOR CLARITY.  
 3. REFERENCE STRUCTURAL GENERAL NOTES 1.3.1 THRU 1.3.8 FOR BUILDING MATERIAL INFO & REQUIREMENTS.

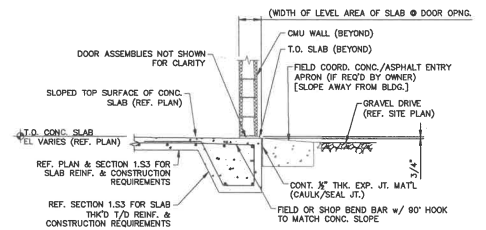
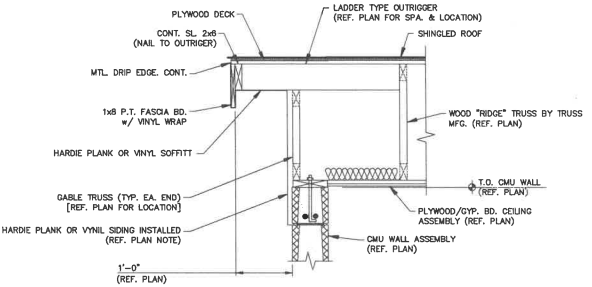


1 - SECTION - THRU PUMP STATION BLDG.  
 SCALE: 3/4" = 1'-0"



CMU MASONRY WALL LINTEL SCHEDULE				
LINTEL MARK	OPENING CLR. SPAN	LINTEL DEPTH	LINTEL REINF.	END BRG. @ EA. END
L1	1'-4" TO 3'-4"	8"	(2) #4	24"
L2	WB X 31	8"	N/A	8"

5 - SCHEDULE - MAS. WALL LINTELS  
 SCALE: N/A



- NOTES:  
 1. REFERENCE DWG. S1 FOR ADDITIONAL GENERAL NOTES, MATERIAL SPECIFICATIONS & REQUIREMENTS, DESIGN CRITERIA AND LEGEND.  
 2. REFERENCE FOUNDATION PLAN NOTES & GENERAL STRUCTURAL "FOUNDATION" NOTES DWG. S1 FOR SUBGRADE PREPARATION & STONE BASE REQUIREMENTS.  
 3. GABLE END SIDING & SOFFIT MAT'L SHALL BE CONSTRUCTED OF HARDIE PLANK OR VINYL SIDING MATERIAL AS DIRECTED BY THE CITY. HARDIE PLANK SHALL BE COATED w/ EXTERIOR OIL BASED PRIMER & TOP COAT PAINT FINISH ASSEMBLY, PAINT COLOR, PRODUCTS & COATING REQUIREMENTS AS DIRECTED AND APPROVED BY THE CITY.  
 4. PER NC G.S. 143-128 (2013), NO ENERGY CONSERVATION CODE PROVISIONS SHALL APPLY TO ANY STRUCTURE FOR WHICH THE PRIMARY OCCUPANCY CLASSIFICATION IS GROUP F, S, OR U. THIS EXCLUSION SHALL APPLY TO THE ENTIRE BUILDING AREA.

NO.	REVISION	DATE

NO.	REVISION	DATE

**MCKIM & CREED**  
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 License: F-1222  
 www.mckimcreed.com

**CITY OF HENDERSONVILLE, NC**  
 "The City of Four Seasons"  
 City of Hendersonville Engineering Department  
 305 Wilshire Street  
 Hendersonville, NC 28792  
 (252) 697-3000 (office)  
 (252) 697-3088 (fax)  
 www.cityofhendersonville.org

**CITY OF HENDERSONVILLE**  
 TYPICAL DUPLEX SUBMERSIBLE WASTEWATER PUMP STATIONS 5HP TO 25HP  
 ELECTRICAL BUILDING BUILDING SECTIONS, FOUNDATION & FRAMING SECTIONS & DETAILS

DATE: JUNE 2018  
 WSE PROJ. # 8495-0004F  
 DRAWN: DAW/WFB  
 DESIGNED: DAW/WFB  
 CHECKED: WFB  
 PROJ. MGR.: DJH

SCALE: HORIZONTAL: AS NOTED VERTICAL: NA

SCALE: SD401  
 SHEET: S3

STATUS: FINAL SUBMITTAL FOR REFERENCE ONLY

**Item 7A:** Hurricane Helene Update – Roads, Landslides and Culverts

**Presenter:** Town Manager, Cara Reeves and Town Engineer, Will Buie

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

- Helene Damage Assessment Map
- Helene Damage Summary Report
- Helene Presentation

**Summary of Item:** Mrs. Reeves and Mr. Buie in addition to town staff, drafted the map, reports and presentation for Town Council’s viewing. As you know, this map is not the final product, as we are likely to stumble upon additional damages in the coming months. Mr. Buie has worked tirelessly on giving the Town a head start on where and what we are facing.

**Suggested Motion:** None.





**Town of Laurel Park**  
**Summary of Hurricane Helene Damage**  
**10/10/24**

**Slide Areas and Washouts**  
**Step 2 Projects (Public Safety Concern)**

NCLP-FD#1S – Fairway Drive

Major slide with impact to roadway and impact to golf course below.

NCLP-FD#2S– Fairway Drive

Major slide with possible impact to roadway shoulder and roadway.

NCLP-FD#3S – Fairway Drive

Major slide with impact to roadway and impact to property below.

NCLP-PD#1S – Panaroma Drive

Major slide with impact to gravel road and impact to property below.

NCLP-LPH#1WO – Laurel Park Highway

Wash out of shoulder to depth of 4 – 5 feet and loss of rip rap stabilization. Utilities exposed.

NCLP-OLD#1S– Old Laurel Drive

Major slide with washout of retaining wall with impact to upper and lower roadway. Retaining wall will be required based on limited area between roads.

NCLP-OLD#2S– Old Laurel Drive

Slide area on the upper side of Old Laurel Drive that has impacted drainage swale and culverts. Material must be removed from ditches, shoulder and roadway.

NCLP-WD#1S– Westwood Drive

Major side with impact to roadway and stream below.

NCLP-DM#1S– Davis Mountain Road

Slide area on the lower side of Davis Mountain Road that has impacted the road way and damaged homes below.

NCLP-HR#1S – Hebron Road

Slide area on lower side of Hebron Road above the Poplar Lodge that has impacted the shoulder and will impact the roadway.

NCLP-HR#2S– Hebron Road

Major slide on lower side of the road with impacts to the roadway and stream below.

NCLP-HR#3S – Hebron Road

Major slide on lower side of the road with impacts to the roadway, utilities and stream below.

NCLP-HR#4S– Hebron Road

Major slide on lower side of the road with impacts to the roadway, utilities and stream below.

NCLP-RD#1S – Roberts Drive

Major slide at the intersection of Roberts Drive and Rowland Drive below the road with impacts to the road and utilities.

NCLP-SR#1S– Sunny Ridge Road

Slide affecting the road and blocking a culvert creating an impoundment of water. Culvert will likely have to be replaced.

NCLP-OC#1S – Orchard Circle

Slide affecting the road and blocking a culvert creating an impoundment of water. Culvert will likely have to be replaced.

NCLP-LPH#2S– Laurel Park Highway

Major slide both above and below the road affecting the ditch line and culvert with possible impact to the road.

NCLP-WH#1S – Winter Holly Lane

Major slide affecting the roadway and utilities.

NCLP-WL#1S – Woodbyne Lane

Major slide on lower side of the road with impacts to the roadway and property below.

NCLP-WL#1WO – Woodbyne Lane

Major washout of the gravel road affecting shoulders, road surface, etc.

### **Slide Areas and Washouts**

#### **Step 3 Projects (No Immediate Public Safety Concern)**

NCLP-LPH #1S – Laurel Park Highway

Multiple slide areas on the upper side of Laurel Park Highway that has impact drainage swales and culverts. Material must be removed from ditches, shoulder and roadway.

NCLP-OC#2S– Orchard Circle

Slide above the road that has blocked a culvert and affected the road.

NCLP-TC#1S – Tower Circle

Slide and evidence of slope instability on Tower Circle between Orchard Circle and Toms Drive.

NCLP-LPH#3S– Laurel Park Highway

Slide above the road blocking inlet and affecting the road.

NCLP-LPH#4S– Laurel Park Highway

Slide above the road blocking inlet and affecting the road.

NCLP-PC#1S– Pinewood Circle

Slide above the road blocking inlet and affecting the road and ditch line.

NCLP-PC#2S – Pinewood Circle

Slide above the road blocking inlet and affecting the road ditch line.

NCLP-PC#3S– Pinewood Circle

Slide above the road blocking inlet and affecting the road and ditch line.

NCLP-BC#1S– Beechwood Circle

Slide above the road blocking inlet and affecting the road and ditch line.

## **Culverts**

### **Step 2 Projects (Public Safety Concern)**

NCLP-DM#1C – Davis Mountain Road

Culvert at intersection of Davis Mountain Road and Old Orchard Drive has partially washed out. The culvert will have to be replaced and the road repaired.

NCLP-DM#2C – Davis Mountain Road

Culvert between Azalea Ridge Road and Country Ridge has washed out affecting the road and utilities. Culvert will have to be replaced and the road repaired.

NCLP-WL#1C – Woodbyne Lane

Culvert washout with impact to the road at the intersection of Woodbyne Lane and Sliver Springs Drive. Culvert will have to be replaced and road repaired.

NCLP-PD#1C – Panorama Drive

Culvert washout with impact to the road. Culvert will have to be replaced and road repaired.

NCLP-RD#1C – Ransier Drive

Culvert and roadway completely washed out. Culvert will have to be replaced and road repaired.

NCLP-OLD#1C– Old Laurel Drive

Culvert and roadway partially washed out. Culvert will have to be replaced and road repaired.

NCLP-OC#1C– Orchard Circle

Culvert blocked due to shoulder slide on the road. Slide will have to be repaired and culvert will likely have to be replaced.

NCLP-HR#1C – Hebron Road

Culvert blocked due to slide area. Culvert will have to be cleaned out and assessed for replacement.

NCLP-HR#2C – Hebron Road

Culvert blocked due to slide area. Culvert will have to be cleaned out and assessed for replacement.

NCLP-HR#3C – Hebron Road

Culvert damaged due to slide area. Culvert will have to be replaced.

NCLP-HR#4C – Hebron Road

Culvert damaged due to slide area. Culvert will have to be replaced.

NCLP-SR#1C– Sunny Ridge Road  
Culvert blocked due to slide area. Culvert will likely have to be replaced.

NCLP-CW#1C– Camillia Way  
Culvert partially washed out. Area will have to be backfilled and repaired.

NCLP-BD#1C– Briarcliff Drive  
Culvert washout with damage to roadway.

NCLP – LD#1C culvert – Lake Drive  
Culvert washout with sink hole and damage to roadway.

### **Culverts**

#### **Step 3 Projects (No Immediate Public Safety Concern)**

NCLP-WL#2C – Woodbyne Lane  
Culvert is blocked with mud and other storm debris. Area will need to be cleaned up and culvert assessed for replacement.

NCLP-SS#1C – Silver Springs Drive  
Culvert was partially washed out during the storm. Wash out area will have to be backfilled with stone and road repaired.

NCLP-PD#2C– Panorama Drive  
Culvert partially washed out with minor impact to the road.

NCLP-LPH#1C – Laurel Park Highway  
Culvert outlet impact by washout of runoff over the roadway. Culvert outlet and shoulder will have to be stabilized.

NCLP-SD#1C – Skyway Drive  
Culvert damaged and sink hole beginning to form. Culvert will have to be replaced.

NCLP-PC#1C – Pinewood Circle  
Culvert blocked and possibly damaged due to slide area.

NCLP-PC#2C – Pinewood Circle  
Culvert blocked and possibly damaged due to slide area.

NCLP-PC#3C – Pinewood Circle  
Culvert blocked and possibly damaged due to slide area.

NCLP-BC#1C– Beechwood Circle  
Culvert blocked and possibly damaged due to slide area.

NCLP-CW#2C – Camilia Way  
Culvert partially washed out with damage to the shoulder. Culvert will likely have to be replaced.

Town of



# *Hurricane Helene Damage Assessment*

# Summary From the Storm

- Practically every road in Laurel Park was impacted in some way (trees over roads, culverts washed out/damaged, landslides).
- Henderson County received over 20" of rain from September 25 – 27.
- The public works and police departments were on site and working before noon on Friday, September 27<sup>th</sup> to clear roads and provide access and assistance to our residents.

# Summary Assessment

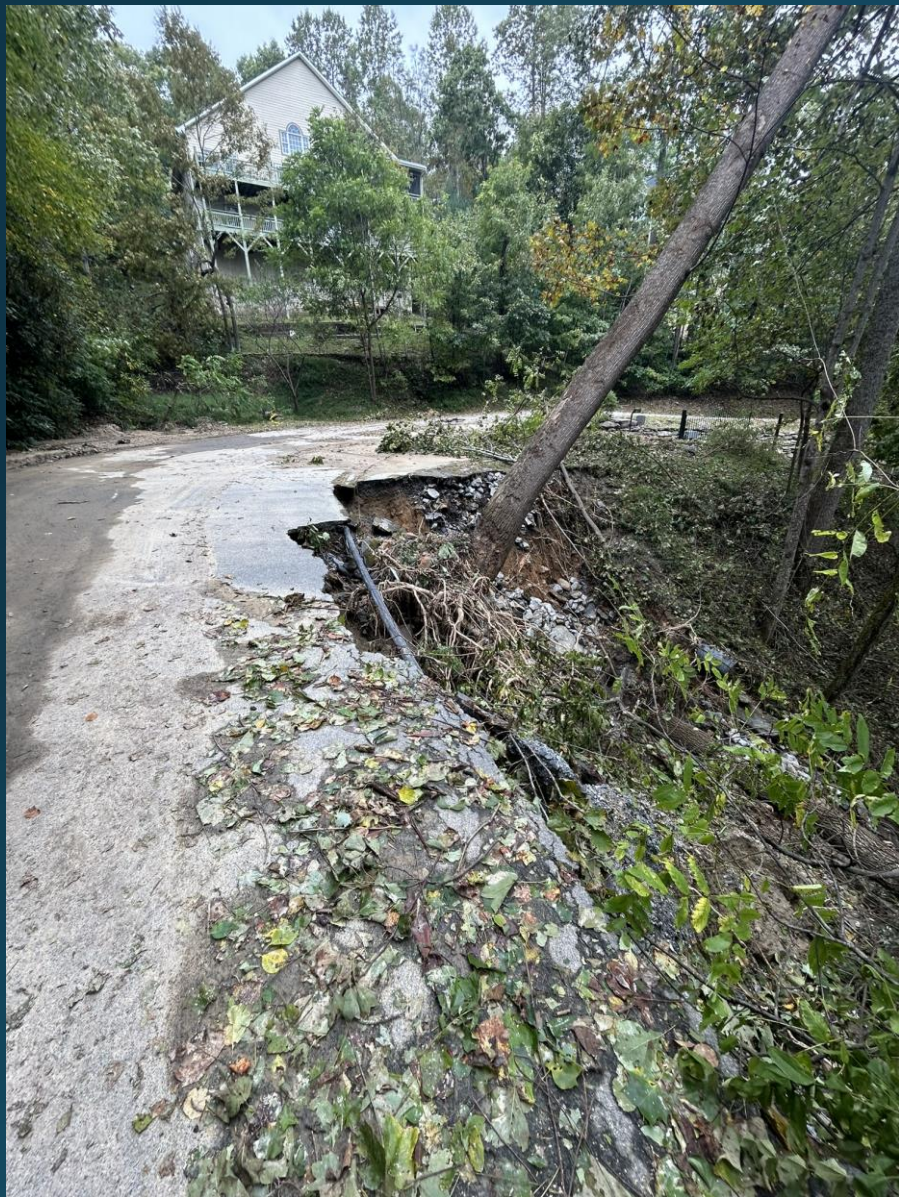
- WGLA began assessing roads and stormwater facilities on the afternoon of September 27<sup>th</sup>.
- So far, we have recorded:
  - 27 total landslide affecting Town roads and facilities
  - 18 “major” slides and 9 “minor” slides
  - 24 culvert failures or washouts
  - 13 “major” failures and 11 “minor” washouts



# Landslides - Davis Mountain Road



# Landslides - Hebron Road



# Landslides - Pinewood Circle



# Landslides - Roberts Drive





Culvert - Ransier  
Drive

# Culvert - Camellia Way



# Assessment Map

10/10/24

NCLP-LPH#1S

Major Landslides Affecting Roads

Shoulder Wash Out

NCLP-HR#1S

Culverts & Stream Crossings with Major Damage

Culverts Damaged

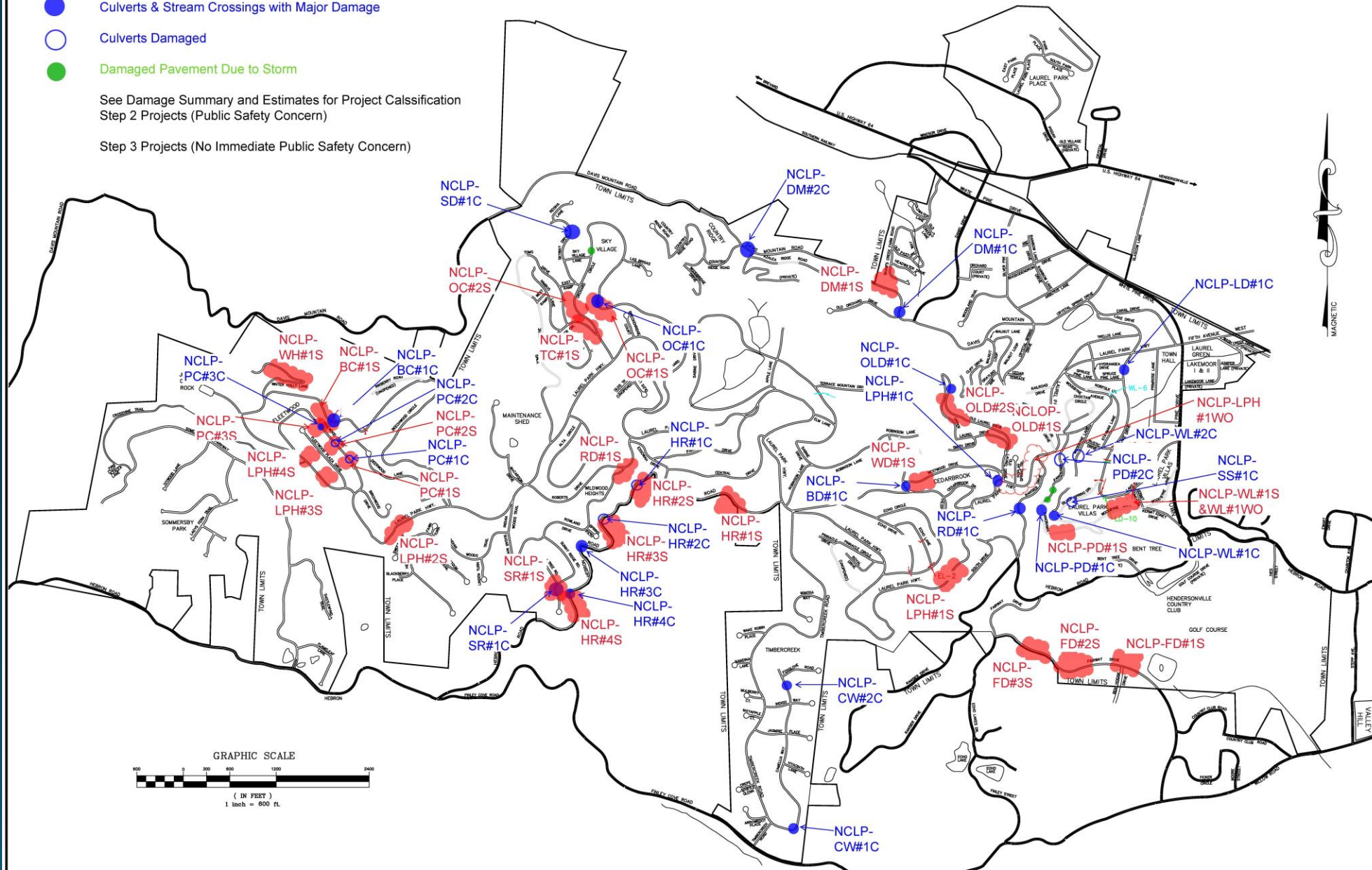
Damaged Pavement Due to Storm

See Damage Summary and Estimates for Project Classification  
Step 2 Projects (Public Safety Concern)

Step 3 Projects (No Immediate Public Safety Concern)

## TOWN OF LAUREL PARK NORTH CAROLINA

Town of Laurel Park  
Drainage Project  
2024-2025



# Next Steps...

- Projects are being divided into two categories
  - Step 2 Projects – Public Safety Concerns
  - Step 3 Projects – No Immediate Public Safety Concerns
- Step 2 projects can proceed very quickly without formal biddings; however, some level of design is required for many of the projects.
- Step 3 projects will proceed as formal bid projects since immediate public safety is not a concern.

**Item 7B:** Public Hearing for Text Amendments to Sign Chapter 7

**Presenter:** Interim Zoning Administrator, Kaitland Finkle

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

**Summary of Item:** The text amendment will include changes to UDO sections 7.3.8: Exclusions and 7.8.7: Signage Standards. Due to the storm, both Planning Board and Parks & Greenways were cancelled in October. NC General Statute 160D-604 (c) requires all proposed amendments to zoning regulations to be reviewed and commented on by the Planning Board.

**Suggested Motion:** A motion to open and continue the public hearing to the next regularly scheduled meeting on November 19<sup>th</sup> at 9:30 AM.



**Item 7C:** Creation of Comprehensive Plan Update Steering Committee**Presenter:** Interim Zoning Administrator, Kaitland Finkle**Attachment(s):** Yes/No

- Ordinance 2025-02

**Summary of Item:** The existing Comprehensive Plan was adopted by Town Council on July 16, 2016 with a ten year horizon running through 2026. The existing plan suggests needing to be updated every 5 to 10 years in response to land use trends, changes in population, or any major events that may affect Laurel Park's future. As a condition of adopting and applying zoning regulations, North Carolina General Statute 160D states that a local government shall adopt and reasonably maintain a comprehensive plan. While the statutes do not specifically define the time frame needed to reasonably maintain, the School of Government says in general, professional practice calls for plans to be updated every five to ten years.

Statute requires plans and any subsequent amendments to be adopted by the governing board as a legislative decision with the advice and consultation of the planning board. Some communities may decide to appoint a separate Steering Committee. In 2016 the Town created a Steering Committee, previously in 2005 the Plan update relied on the Planning Board. Additional support and input will come from Town Boards and Committees, stakeholder interviews, and public engagement sessions.

**Suggested Motion:** Motion to approve Ordinance 2025-02 to form a Steering Committee for the Comprehensive Plan Update deciding on the number of members and any necessary ex-officio members (in 2016 this included the Mayor and Town Manager).

ORDINANCE NO. 2025-02

AN ORDINANCE CREATING THE TOWN OF LAUREL PARK  
COMPREHENSIVE PLAN STEERING COMMITTEE

WHEREAS The Town of Laurel Park first adopted a Land Use Plan in 1988, with significant updates in 2005; and

WHEREAS Land use plans serve as the cornerstone for long-range planning efforts including establishing a vision and goals for the future and policy statements to guide future development and land uses within the community; and

WHEREAS North Carolina General Statute 160D states that a local government shall adopt and reasonably maintain a comprehensive plan as a condition of adopting and applying zoning regulations; and

WHEREAS The Town Council adopted a Comprehensive Land Use Plan in 2016 with a 10-year period of review; and

WHEREAS The adopted a Comprehensive Land Use Plan suggests needing to be updated every 5 to 10 years in response to land use trends, changes in population, or any major events that may affect Laurel Park's future meaning it is now time to update the Comprehensive Land Use Plan with new census and community data; and

WHEREAS The Town Council is looking for volunteers to be appointed to a new Comprehensive Plan Steering Committee; and

BE IT FURTHER ORDAINED THAT:

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**A. Purpose:** The Town of Laurel Park utilizes active and informed citizen volunteers per the Vision Directions in the Town of Laurel Park 2016-2026 Comprehensive Plan, which reads: “We are a caring community working together. We have high levels of volunteerism, a strong sense of identity, and pride in our community’s story.” This ordinance exists to provide guidance, leadership, and standard operating policies and procedures to the Council-appointed Comprehensive Plan Steering Committee. The Comprehensive Plan Steering Committee is a representative body created by the Laurel Park Town Council for the purpose of directing the development of the comprehensive plan and subsequent updates.

**B. Member Appointment and Terms:** The ordinance intent is to engage a wide variety of citizen participation in local government by appointing members who represent community diversity. The town does not discriminate on the basis of gender, age, ethnic, or socio-economic background. The following rules apply:

1. Applications for steering committee membership shall be forwarded by the Town Clerk or Town Manager to the Town Council to evaluate and/or interview each applicant in a timely manner and shall then make appointments.
2. Each member is expected to serve for the duration of the Comprehensive Plan Update.
3. A non-resident of the town may be appointed when the Council presumes the service to be especially beneficial, including business owners.
4. A Council member may only serve in an ex-officio (see “Definitions”) capacity.
5. When the steering committee has completed its mission or is no longer functioning productively, the Town Manager may recommend to the Council that the steering committee be disbanded in its entirety after reasonable notification to the full steering committee.
6. Steering committee service is critical to how the town functions. Members sacrifice valuable time that could be devoted to their families, homes, hobbies, and other interests and they make significant contributions to our community.

**C. Membership Composition:** Membership shall include up to \_\_\_\_\_ members and \_\_\_\_\_ ex-officio members (the Mayor and Town Manager). Other ex-officio membership may be granted as approved by Council, but does not count toward the \_\_\_\_\_ voting member maximum.

**D. Member Compensation:** Steering committee members will not be compensated for their volunteer time while serving on the steering committee. In appreciation of the volunteered time, talent, knowledge, and efforts, steering committee volunteers will be recognized. All steering committee members will be invited to an annual volunteer appreciation event, as budgeted.

**E. Steering Committee Duties and Responsibilities:** Advise on all aspects of the comprehensive plan update including: long-range planning efforts, vision and goals, policy statements, future development, and recommendations for land use regulations.

## F. Organization, Rules, Records, and Meetings

1. **Organizational Meeting:** A steering committee organizational meeting shall be held at the inception of the comprehensive plan update to elect officers and adopt a regular meeting schedule.
2. **Officers:** The steering committee shall have the following organizational structure: Chair, Vice-chair, and Secretary. An ex-officio member cannot serve as an officer. Each position is described as follows:
  - a) **Chair:** Responsible for setting steering committee agenda and organizing and running steering committee meetings and activities. The Chair shall provide an oral or written report to Council at each regular Council meeting.
  - b) **Vice-Chair:** Responsible for fulfilling the duties of the Chair if the Chair is unable or unavailable to fulfill the role.
  - c) **Secretary:** Responsible for taking required minutes of all meetings. If the Secretary is not available for a meeting, then it is the Chair's responsibility to delegate the role to ensure required minutes are completed.
3. **Minutes:** Minutes shall be taken of all meetings.
4. **Meeting Notice:** Each steering committee shall establish a regular meeting schedule noting meeting date, time, and location and make every effort to not deviate from the schedule. Additional meetings or changes to meeting dates shall be made at least two weeks in advance. Special meetings shall be utilized as little as possible and must be called at least three business days in advance, except in extraordinary circumstances. Notice of any additional or special meetings shall be forwarded to the Town Clerk and Town Manager as soon as possible after the meeting is called. The Town Clerk will post all meeting notices at Town Hall, on the Town's website, and will inform Council of all meetings.
5. **Meeting Conduct:** The steering committee shall make every effort to conduct its business in a professional and timely manner, that all representatives have the opportunity to contribute, and that all sides of an issue are investigated to the best of the steering committee's ability. Parliamentary procedure shall follow the *Suggested Rules of Procedure for Small Local Government Boards* (second edition) publication produced by the UNC School of Government's Institute of Government.
6. **Quorum:** Every effort will be made by members to attend all steering committee meetings. Virtual meeting participation may be allowed as long as the member participating remotely can hear and participate effectively. The minutes should reflect any remote participation.

If a steering committee member misses more than 25% of the regular meetings within any twelve-month period, the Chair will inform the Town Manager with a recommendation for either removal or continuance on the steering committee. Any request for removal must be in writing and cite dates missed along with any special circumstances pertaining to absences. The circumstances of each individual will be taken into account before a recommendation to remove is forwarded to Council.

A quorum shall be determined by dividing the total number of voting members minus any vacant positions in half (rounding down), then adding one. *Example #1:* a 12-

member committee with no vacant seats =  $(12/2) + 1 = 6 + 1 = 7$ , so 7 members are required for a quorum. *Example #2:* a 12-member committee with 1 vacant seat =  $(12-1)/2 + 1 = 5 + 1 = 6$ , so 6 members are required for a quorum.

**G. Ethics and Conflicts of Interest:** Each steering committee member is expected to act in a manner to maintain their integrity and independence yet be responsive to the interests and needs of the town, Council, and staff.

1. Steering committee members shall understand the steering committee's role as an advisory board and respect the decisions made by the Council and staff.
2. Steering committee members have legitimate interests (economic, professional, and vocational) of a private nature. Steering committee members shall not be denied, nor should they deny to other steering committee members or citizens the opportunity to acquire, retain, and pursue private interests, economic or otherwise, except when conflicts with their responsibility to the public cannot be avoided. Steering committee members must exercise their best judgment to determine when this is the case.
3. Steering committee members will understand that the actions of the steering committee may interfere with, or be counter to, the actions of another Town board. When this occurs, it is incumbent upon steering committee members to properly discuss the issues arising from such conflict and be willing to accept the decisions made by other Town boards, staff, and Council as acting in the best interest of the citizens of Laurel Park.
4. Steering committee members should conserve town resources in their charge and employ town equipment, property, funds, and personnel only in legally-permissible pursuits and in a manner that exemplifies excellent stewardship.
5. Steering committee members have a fiduciary duty (see "Definitions") to the town and steering committee, not their own or other private interests. Any possible fiduciary conflicts shall be disclosed to the steering committee, Town Manager, and Council.

**H. Complaints Against Steering Committee Members:** Steering committee members hold a position of trust and responsibility within the community. Complaints made regarding their actions or behavior must be made in writing with as much detail as possible about the circumstances of the complaint. Complaints will be reviewed by the Town Manager and reported to Council for further action.

**I. Grounds for Removal of a Steering Committee Member:** Steering committee members serve solely at the pleasure of Town Council and it reserves the right to remove any member from the steering committee at any time for any reason. The Town Manager may recommend removal of a member for Council's consideration. Examples that could lead to removal include, but are not limited to, the following:

1. Excessive absences from regular steering committee meetings.
2. Verbally or physically abusive behavior toward the public, members, staff, or Council.
3. Inability to work for the common good of the steering committee and town.
4. Violations of the "Ethics and Conflicts of Interest" section of this ordinance.

5. Violations of any other section of this Steering Committee Ordinance or other town ordinances, policies, or procedures.
6. Past or present criminal charges, judgments, or professional misconduct actions.

**J. Definitions:** For purposes of this ordinance, the following definitions apply:

1. *Resident*: a Town of Laurel Park citizen who resides inside the corporate town limits or the extra-territorial jurisdiction.
  2. *Ex-officio*: either a resident or non-resident appointed to a serve and offer input to the steering committee who doesn't have the full rights and privileges to vote on steering committee matters.
  3. *Fiduciary duty*: a legal relationship between two or more parties that is highlighted by good faith, loyalty, trust, and a duty not to profit from their fiduciary position without express knowledge and consent; a fiduciary cannot act with a conflict of interest.
- 

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Laurel Park, North Carolina that this ordinance serves to provide guidance, leadership, and standard operating policies and procedures to the Council-appointed steering committee and this ordinance shall be in full force and effect from and after the date of its adoption.

Adopted and approved this 15th day of October, 2024.

Attest:

\_\_\_\_\_  
Mayor J. Carey O'Cain

\_\_\_\_\_  
Town Clerk Tamara Amin, NCCMC, CMC

**Item 7D: Board Appointments****Presenter:** Town Clerk, Tamara Amin**Attachment(s):** Yes/No

- Douglas Sparks - Board of Adjustments and/or Planning Board
- Pat LaSalle (Bee Committee Member) - Parks and Greenways
- Karen Newberry - Parks and Greenways
- Philip Wiehe (Planning Board Chair) - Comprehensive Plan Update Steering Committee
- Pamela Flasch - As Needed
- Mary Margaret Licisyn (Planning Board Vice Chair) - Comprehensive Plan Update Steering Committee
- Nancy McKinley (Ecusta Trail Committee Member) - Board of Adjustment
- Mark Packard - Board of Adjustments
- Paul D. Bell - Planning Board, Board of Adjustment and Comprehensive Plan Update Steering Committee
- Luke Costlow (Planning Board Member) - Comprehensive Plan Update Steering Committee
- Dino Zogzas - Planning Board
- Joseph W. Amy - As Needed
- Germaine G. Weldon - Planning Board
- Wesley Belew - Board of Adjustment and ABC Board
- Edward Eaves - Planning Board

**Summary of Item:** The Town Council appoints volunteers to serve on the four (4) standing advisory boards, and any other boards and commissions as needed. Current members may be reappointed, or new applicants appointed. Town staff has solicited the public for applications on the Town's Facebook page and website, and the bimonthly newsletter. We have received 15 applications.

**Board of Adjustments - 3 positions - 3-year term, term ending 12/31/27. One position is for the ETJ.**

**Board of Adjustments - 1 position- Term ending December 31, 2025**

**Board of Adjustments - 1 position- Term ending December 31, 2026**

**Board of Adjustments - 1 ETJ position- Term ending December 31, 2026**

1. Ray Goetsch (does not wish to complete his term)
2. Ritch Holt (ETJ member does not wish to complete his term/moving and no longer eligible)
3. Susan Laborde (wishes to renew her term)
4. Mark Morse (wishes to renew his term)
5. Travis Bonnema (no longer eligible after 12/31/2024)

*Applications:*

1. Susan Laborde (wishes to renew her term)
2. Mark Morse (wishes to renew his term)
3. Douglas Sparks
4. Pamela Flasch
5. Nancy McKinley (Ecusta Trail Committee Member)
6. Mark Packard
7. Joseph W. Amy
8. Wesley Belew

**Planning Board - 3 positions: Each is a 2-year term (ending 12/31/26). One position is for the ETJ.**

1. Ritch Holt (ETJ member does not wish to complete his term)
2. Mary Margaret Licisyn (wishes to renew her term)

- 3. Luke Costlow (wishes to renew his term)

*Applications:*

- 1. Mary Margaret Licisyn
- 2. Luke Costlow
- 3. Douglas Sparks
- 4. Pamela Flasch
- 5. Paul D. Bell
- 6. Dino Zogzas
- 7. Joseph W. Amy
- 8. Germaine G. Weldon
- 9. Edward Eaves

**Parks and Greenways Board- 3 positions: Each is a 2-year term (ending 12/31/26).**

- 1. Gary Anderson (does not wish to complete his term)
- 2. Terry Pierce (does not wish to renew her term)
- 3. John McGregor (wishes to renew his term)

*Applications:*

- 1. John McGregor
- 2. Pat LaSalle (Bee Committee Member)
- 3. Karen Newberry
- 4. Pamela Flasch
- 5. Joseph W. Amy

**Steering Committee for the Comprehensive Plan**

Town Council will need to determine who and how many to include on this Committee.

*Applications:*

- 1. Philip Wiehe (Planning Board Chair)
- 2. Pamela Flasch
- 3. Mary Margaret Licisyn (Planning Board Vice Chair)
- 4. Paul D. Bell
- 5. Luke Costlow (Planning Board Member)
- 6. Joseph W. Amy

**Suggested Motion:**

Move to appoint \_\_\_\_\_ for the \_\_\_\_\_ as a \_\_\_\_\_, for a term ending December 31, \_\_\_\_\_.



**Entry #:** 1 - Douglas Sparks      **Status:** Submitted      **Submitted:** 8/30/2024 7:15 PM

**Name**

Douglas Sparks

**Mailing Address**

520 Davis Mountain Rd, Laurel Park, North Carolina 28739

**Physical Address**

520 Davis Mountain Rd, Laurel Park, North Carolina 28739

**Cell Phone**

(828) 209-7342

**Work/Home Phone**

**Email**

chappedmind@juno.com

**I am interested in serving on:**

Board of Adjustment

Personal Information

**Spouse Name**

N/A

**High School**

Nova High School

**College (Undergrad)**

South College

**College (Graduate)**

**Employer**

US Postal Service

**Job Title**

retired Postmaster

Prior Public Service

**Board/Commission/Civic Organization**

Guardian Ad Litem, NC Court District 42

**Dates**

2008 - present

**Board/Commission/Civic Organization**

Chairman, Henderson County Library Board

**Dates**

2000 - 2009

**Board/Commission/Civic Organization**

Board of Trustees, Russian Relief Foundation

**Dates**

2002 - 2004

**Comments**

As a resident of HendersonCounty for over 40 years, I have a keen interest in preserving our scenic beauty and maintaining our local quality of life. I would cherish the opportunity to serve my community on the Board of Adjustment. I am a good listener, am fair and honest, and have many years of experience in interpreting rules and regulations. I look forward to hearing the requests that come before the Board, considering them carefully, and impartially applying the decisions that will best serve Laurel Park.

**Entry #:** 2 - Douglas Sparks      **Status:** Submitted      **Submitted:** 9/2/2024 8:40 PM

**Name**

Douglas Sparks

**Mailing Address**

520 Davis Mountain Rd, Laurel Park, North Carolina 28739

**Physical Address**

520 Davis Mountain Rd, Laurel Park, North Carolina 28739

**Cell Phone**

(828) 209-7342

**Work/Home Phone**

**Email**

chappedmind@juno.com

**I am interested in serving on:**

Planning Board

Personal Information

**Spouse Name**

N/A

**High School**

Nova High School

**College (Undergrad)**

South College

**College (Graduate)**

**Employer**

US Postal Service (retired)

**Job Title**

Postmaster

Prior Public Service

**Board/Commission/Civic Organization**

Guardian Ad Litem - NC Courts District 42

**Dates**

2008 - present

**Board/Commission/Civic Organization**

Chairman, HendersonCounty Library Board

**Dates**

2000 - 2009

**Board/Commission/Civic Organization**

Board of Trustees, Russian Relief Foundation

**Dates**

2002 - 2004

**Comments**

We live in a beautiful mountain setting, but it takes effort to maintain. There is a delicate balance between growth and the protection of our quality of life. In over 40 years as a Henderson County resident, I have seen changes handled well, and handled poorly. The Planning Board would be a welcome challenge for me to serve my community and help keep Laurel Park an attractive place to live.

I am a careful, thoughtful listener, and I have spent decades interpreting and applying rules. My career in government taught me how to present my positions, to build consensus, and to cooperate with all walks of people.

**Entry #:** 3 - Pat La Salle    **Status:** Submitted    **Submitted:** 9/11/2024 7:13 PM

**Name**

Pat La Salle

**Mailing Address**

48 Nandina Lane, Hendersonville, North Carolina 28739

**Physical Address**

48 Nandina Lane, Hendersonville, North Carolina 28739

**Cell Phone**

(908) 507-8943

**Work/Home Phone**

**Email**

pat\_lasalle@hotmail.com

**I am interested in serving on:**

Parks and Greenways Board

**Personal Information**

**Spouse Name**

Patricia Manning La Salle

**High School**

Mother Seton Regional HS  
Clark, NJ

**College (Undergrad)**

Stevens Institute of Technology  
Hoboken NJ  
Bachelor of Engineering - Electrical Engineering

**College (Graduate)**

**Employer**

Retired

**Job Title**

Prior Public Service

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

Bee City USA of Laurel Park Committee

May, 2023 - present

**Board/Commission/Civic Organization**

**Dates**

Laurel Park Garden Volunteers

April, 2023 - present

**Comments**

Having graduated from the Henderson County Master Gardeners class in 2023, I feel that I can lend my expertise to the Parks and Greenways Committee. I actively participate in the LP Garden Volunteers and enjoy working to keep our town as beautiful as possible. I feel that my engineering, organizational and planning skills make me uniquely qualified to make a positive contribution to the Parks & Greenways Committee. I look forward to a positive response to my candidacy.

**Entry #:** 5 - Karin Newberry      **Status:** Submitted      **Submitted:** 9/19/2024 5:15 PM

**Name**

Karin Newberry

**Mailing Address**

2781 Laurel Park Hwy, Laurel Park, North Carolina 28739

**Physical Address**

2781 Laurel Park Hwy, Laurel Park, North Carolina 28739

**Cell Phone**

(469) 766-2058

**Work/Home Phone**

**Email**

Karinjnewberry@gmail.com

**I am interested in serving on:**

Parks and Greenways Board

Personal Information

**Spouse Name**

Sam Newberry

**High School**

**College (Undergrad)**

Marietta College- BS economics

**College (Graduate)**

Vanderbilt- MBA

**Employer**

Retired

**Job Title**

Prior Public Service

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Comments**

Willing to volunteer part time on various projects

**Entry #:** 4 - Philip Wiehe

**Status:** Submitted

**Submitted:** 9/19/2024 3:14 PM

**Name**

Philip Wiehe

**Mailing Address**

3676 Laurel Park Highway, Hendersonville, North Carolina 28739

**Physical Address**

3676 Laurel Park Highway, Hendersonville, North Carolina 28739

**Cell Phone**

(530) 575-7420

**Work/Home Phone**

**Email**

pfwiehe@gmail.com

**I am interested in serving on:**

As needed

Personal Information

**Spouse Name**

Philip Wiehe

**High School**

Williston Academy

**College (Undergrad)**

Johns Hopkins University

**College (Graduate)**

Yale Divinity School

**Employer**

retired

**Job Title**

clergy

Prior Public Service

**Board/Commission/Civic Organization**

Planning Board, Laurel Park

**Dates**

2020 - 24

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Comments**

The last 20 years of my professional life included consulting with churches and other non-profit organizations for strategic planning and conflict management. Now retired, I would like to offer this training and experience to Laurel Park where I have lived for the last ten years. I regard this opportunity as a logical choice given my four years on the Planning Board.



**Entry #:** 6 - Pamela Flasch    **Status:** Submitted    **Submitted:** 9/19/2024 9:40 PM

**Name**

Pamela Flasch

**Mailing Address**

6 Cedarbrook Drive, Hendersonville, North Carolina 28739

**Physical Address**

SAME, Hendersonville, North Carolina 28739

**Cell Phone**

(540) 742-3862

**Work/Home Phone**

(864) 823-7743

**Email**

catvorrang@yahoo.com

**I am interested in serving on:**

As needed

**Personal Information**

**Spouse Name**

Mark V Flasch

**High School**

Parkersburg (WV) HS

**College (Undergrad)**

University of South Carolina

**College (Graduate)**

UVA certified Planning Commissioner; Texas A&M Disaster Mgmt Certification; FEMA Certified Advanced Public Information Officer; University of SC Project Mgmt Certification

**Employer**

Greenville Water

**Job Title**

Director of Communications

**Prior Public Service**

**Board/Commission/Civic Organization**

Luray, VA Town Council, Planning Commission, BZA, Comp Plan Committee, Bicentennial Director

**Dates**

2004-2015

**Board/Commission/Civic Organization**

Junior League: Spartanburg and Greenville SC

**Dates**

1994-present

**Board/Commission/Civic Organization**

**Dates**

**Comments**

I am interested in serving where needed and most useful. I am beginning a Citizen's Planning Academy in Greenville in my work role. My work schedule is somewhat flexible.

**Entry #:** 7 - Mary Margaret Licisyn    **Status:** Submitted    **Submitted:** 9/22/2024 8:09 PM

**Name**

Mary Margaret Licisyn

**Mailing Address**

100 Poplar Spring Trail, Laurel Park, North Carolina 28739

**Physical Address**

100 Poplar Spring Trail, Laurel Park, North Carolina 28739

**Cell Phone**

(828) 575-3962

**Work/Home Phone**

**Email**

mmlicisyn@gmail.com

**I am interested in serving on:**

As needed

Personal Information

**Spouse Name**

**High School**

**College (Undergrad)**

BA - University of Colorado, International Affairs

**College (Graduate)**

MBA-Real Estate Development - UNC-Chapel Hill  
MURP (Master of Urban and Regional Planning) - University of Colorado

**Employer**

Surface Area Partners, LLC

**Job Title**

Managing Principal

Prior Public Service

**Board/Commission/Civic Organization**

Laurel Park Planning Board

**Dates**

2023-present

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Comments**

Consider this my application to serve on the Steering Committee for the update to the Laurel Park Comprehensive Plan. I have 20+ years of experience in real estate as a professional planner (formerly AICP certified), urban designer, real estate developer, and visionary. I have unique experience as I have worked on both the creation of guiding documents and codes in addition to implementation in the real world as developer/builder. I've got a portfolio of housing and mixed-use projects to draw upon for best practices. I'm passionate about creating a process that gives a voice to the local community and creates a plan that follows their views while preparing for a sustainable future. Thank you for your consideration. - Mary Margaret

**Entry #:** 8 - Nancy McKinley    **Status:** Submitted    **Submitted:** 9/24/2024 9:42 AM

**Name**

Nancy McKinley

**Mailing Address**

116 Country Ridge Rd, Laurel Park, North Carolina 28739

**Physical Address**

116 Country Ridge Road, Laurel Park, North Carolina 28739

**Cell Phone**

(828) 243-8275

**Work/Home Phone**

**Email**

nancypmckinley@gmail.com

**I am interested in serving on:**

Board of Adjustment

Personal Information

**Spouse Name**

**High School**

**College (Undergrad)**

**College (Graduate)**

**Employer**

**Job Title**

Prior Public Service

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Comments**

Like to serve on comprehensive plan

**Entry #:** 9 - Mark Packard      **Status:** Submitted      **Submitted:** 9/25/2024 4:34 PM

**Name**

Mark Packard

**Mailing Address**

276 Orchard Circle, Laurel Park, North Carolina 28739

**Physical Address**

276 Orchard Circle, Laurel Park, North Carolina 28739

**Cell Phone**

(910) 690-5368

**Work/Home Phone**

**Email**

mwpackman1@gmail.com

**I am interested in serving on:**

Board of Adjustment

Personal Information

**Spouse Name**

Louise Hackney

**High School**

RL Fike

**College (Undergrad)**

NC State. BA in Business Management and Economics

**College (Graduate)**

**Employer**

BB&T/Truist

**Job Title**

Executive Vice President

Prior Public Service

**Board/Commission/Civic Organization**

Chairman United Way, Chairman Chamber of Commerce, Founding board member Economic Development Committee, Moore County, Founding Board Member for the first NC Chapter of First Tee Program. Paul Harris Fellow Rotary International, Vestry and Finance Chairman of Episcopal Church, in the early 90's Republican delegate to the NC Convention as well other volunteer organizations.

**Dates**

Various over past 30+ years.

**Board/Commission/Civic Organization**

**Dates**

**Board/Commission/Civic Organization**

**Dates**

**Comments**

I feel that with my 30 + years in finance, many at the executive level, I'm highly qualified to handle the responsibility of the position. I have also served at the executive level on numerous civic boards, including Moore County, NC (Pinehurst) Board of Equalization and Review.

# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name Paul D. Bell Date 7-31-2024

Mailing Address 198 Birchwood Dr Street Address 198 Birchwood Dr  
Laurel Park NC Laurel Park NC  
28739 28739

Home/Cell Phone 917-232-9015 Work Phone NONE

Email Address paulbell55@gmail.com

### I Am Interested In Serving On:

- Planning Board     ABC Board     As Needed  
 Board of Adjustment     Parks and Greenways Board

### PERSONAL INFORMATION

Spouse Name: Colleen Whitt Bell

High School: Ramapo H.S. Franklin Lakes NJ

College: UNC Greensboro Degree B.A. Political Science and History

College: Univ Maryland Degree MPA

Employer: Retired: Dow Jones & Co, Inc & iHeartMedia

Job Title: VP/General Manager

### PRIOR PUBLIC SERVICE

Board/Commission/Civic Org.	From	To
<u>Lake George (NY) Land Conservancy</u>	<u>Current</u>	<u>incoming Board chair</u>
<u>Hypocent Valley Education Foundation</u>	<u>2014-2017</u>	
<u>Pennington (NJ) Planning Board</u>	<u>1995-2005</u>	
<u>Silver Bay YMCA Board</u>	<u>{2018 - current}</u>	<u>{2004 - 2015}</u>

### COMMENT (Statement of why you want to serve on this Board)

profile available on linked in. Happy to contribute time and commitment to my adopted home town  
Interest in land use, conservation, environmental stewardship. I do have time available to make a contribution.

Attach additional information as needed



# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name LUKE COSTLOW Date 10/1/21

Mailing Address 100 SPRINGHEAD TRAIL Street Address  
HUL, 28739

Home/Cell Phone 812-270-0502 Work Phone \_\_\_\_\_

Email Address luke.costlow@gmail.com

### I Am Interested In Serving On:

- Planning Board       ABC Board       As Needed  
 Board of Adjustment       Parks and Greenways Board       steering committee

### PERSONAL INFORMATION

Spouse Name: Macon York Costlow

High School: Marion De High School

College: University of South Degree \_\_\_\_\_

College: Indiana Degree \_\_\_\_\_

Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_

### PRIOR PUBLIC SERVICE

Board/Commission/Civic Org.	From	To
<u>Planning Board</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

COMMENT (Statement of why you want to serve on this Board)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Attach additional information as needed*

# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name Dino Zogzas Date 10/30/23

Mailing Address 316 Silver Pine Drive Street Address same

laurel Park NC 28739

Home/Cell Phone 828 697 1351 Work Phone mobile 828 699 1957

Email Address \_\_\_\_\_

### I Am Interested In Serving On:

Planning Board  ABC Board  As Needed

Board of Adjustment  Parks and Greenways Board

### PERSONAL INFORMATION

Spouse Name: Frances S Zogzas

High School: Hendersonville High School 1973

College: UNC - Chapel Hill 1977 Degree B.A.

College: Campbell University School of Law 1982 Degree J.D.

Employer: retired

Job Title: \_\_\_\_\_

### PRIOR PUBLIC SERVICE

Board / Commission / Civic Org.	From	To
<u>N/A</u>		

### COMMENT (Statement of why you want to serve on this Board)

i am interested in helping see that our town grows according to a plan decided on by it's residents and not left to chance or the whims of market interests.

*Attach additional information as needed*

# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name Joseph W. Amy Date 2/23/24

Mailing Address 1935 TRELLIS LANE Street Address \_\_\_\_\_  
HENDERSONVILLE, NC \_\_\_\_\_  
28739 \_\_\_\_\_

Home/Cell Phone 843-860-6446 Work Phone same

Email Address JamyBanker@gmail.com

RECEIVED  
FEB 23 2024  
TOWN OF  
LAUREL PARK

### I Am Interested In Serving On:

- Planning Board       ABC Board       As Needed  
 Board of Adjustment       Parks and Greenways Board

### PERSONAL INFORMATION

Spouse Name: Jennie Lou Amy

High School: Klondike High School, Tippecanoe County, IN

College: See Resume Degree \_\_\_\_\_

College: See Resume Degree \_\_\_\_\_

Employer: See Resume

Job Title: Retired

### PRIOR PUBLIC SERVICE

Board/Commission/Civic Org.	From	To
<u>Center Park HOA</u>	<u>1/2018</u>	<u>3/2022</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

COMMENT (Statement of why you want to serve on this Board)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach additional information as needed

**Joseph W. Amy**  
1953 Trellis Lane  
Hendersonville, NC 28739  
(843) 860-6446 Mobile  
E-mail: Jamybanker@gmail.com

## SUMMARY

Currently a retired commercial banker and available to volunteer. Previous experience and employers:

## PROFESSIONAL EXPERIENCE

### **JAmy Advisor, LLC**

2016 - 2023

President and sole member

- Performing consultation engagements for commercial businesses and financial institutions.

### **Jacksonville Bancorp, Inc. (The Jacksonville Bank), Jacksonville, FL**

2014-2016

Executive Vice President & Chief Credit Officer

- Led the restoration of credit risk quality to board and regulatory requirements with the coverage ratio improving from 51.2%, 9/30/14 to 17.5%, 12/31/15 through the resolution of problem credits.
- Rewrote the Credit Policy and Credit Underwriting guidelines meeting state regulatory and FDIC requirements.
- Conducted a loan portfolio stress test satisfying regulatory requirements.
- Improved the loan portfolio credit quality thereby supporting the successful sale of the bank to Ameris Bank on 3/11/16.

### **First Financial Holdings, Inc. (First Federal Bank), Charleston, SC**

2009 - 2013

Executive Vice President & Chief Credit Officer

- Built a credit risk management foundation enabling the company to convert from a thrift charter to a state chartered commercial bank and Federal Reserve member in February 2012.
- Established comprehensive Credit Policy and Underwriting Guidelines meeting all regulatory requirements as a basis for prudent lending with a conservative risk appetite.
- Developed ALLL methodology including quantitative and qualitative factors to address regulatory and audit requirements.
- Established processes to support the bank's vendor management and compliance programs as a part of the enterprise risk management program.
- Established a Special Assets Group staffed by internal and external candidates with active coordination with specialized FDIC Loss Share accounting unit.
- Led the credit team in 2011 distressed debt sale of \$202 million in contractual balances.
  - Reduced NPA ratio from 4.84% (3/31/11) to 1.43% (6/30/11) without significant post-debt sale credit quality deterioration.
  - Achieved \$20.8 million gain on sale from original credit mark to final bulk sale of distressed assets.
- Improved loan portfolio credit quality thereby supporting the successful sale of the bank to South State Bank in 7/26/13.

### **Crowe Horwath LLP. Grand Rapids, MI**

2008 - 2009

Consultant

- Validated ALLL methodology for community bank clients ensuring compliance with accounting standards and interagency regulatory policy.
- Led an internal group in the construction of a commercial real estate, loan portfolio stress test model

enabling firm clients to understand the risk characteristics of their CRE exposures and comply with regulatory guidance.

- Delivered credit policy and underwriting guideline reviews and recommendations enabling clients to respond to or avoid regulatory criticism and improve the client's credit culture.

**Fifth Third Bank**, Grand Rapids, MI  
Bancorp Regional Credit Officer

2004 - 2007

- Senior credit risk management executive responsible for ensuring the credit quality of a \$9.1 billion commercial and industrial loan portfolio of the three Michigan bank affiliates. Principal C & I credit approver of exposures outside the affiliate banks' approval authority.
- Led the Michigan affiliates' senior lenders and senior credit officers, formulated credit-underwriting guidelines for auto supplier sector. Sought and received approval of the Bancorp Credit Policy Committee for use of the guidelines throughout the company.

**U. S. Bank**, Cincinnati, OH  
Senior Vice President/ Senior Credit Officer

1999 - 2004

- Provided transaction structuring advice and approval; oversaw internal credit quality processes.
- Established collaborative working relationship with Government Banking managers and lenders across the bank's 24 state footprint forging consistent credit risk management practices.
- Achieved highest internal audit/loan review credit process rating for large corporate portfolio.

**National City Bank** (and predecessors through mergers)  
Executive Vice President National City Bank of PA, Pittsburgh, PA

1991 – 1998

- Implemented special integration assignments reporting to Chief Credit Officer and Vice Chairman.
- Led team of ten credit professionals in the design and successful implementation of dual signature, credit approval process, thereby decreasing average approval time by 50% and improving decision quality.
- Established rigorous problem asset review program, confirming asset valuation, and approving individual credit management strategies. Problem assets fell by over 50% over 3-year span.
- Joined a team of experienced externally sourced executives assembled to develop and implement turnaround of a troubled \$3.5 billion institution with NPAs in excess of 8.0%.
- Restructured credit policy, reduced credit administration support costs by 40 %, and implemented new loan approval processes for \$2.8 billion commercial loan portfolio.

**MELLON BANK, N.A.**, Pittsburgh, PA

1974 - 1991

Senior Vice President

- Managed capital market product risks and approving risk limits for international bank counterparties.
- Led bank's business strategy in Europe, Middle East, and Africa from London Branch.
- Built and serviced a large corporate banking portfolio in the Midwest.

## EDUCATION

MBA-Finance, University of Michigan, Ann Arbor, MI  
BA-Economics, DePauw University, Greencastle, IN

## VOLUNTEER ACTIVITIES

St. Alban's Anglican Chapel Society, Board Member and Treasurer, 2020 -2023

North Carolina Guardian Ad Litem, A Child's Advocate in Court (Henderson County) 2022 - Present

# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name GERMAINE G. WELDON Date 10/23/23

Mailing Address 405 White Pine  
Laurel Park  
NC 28739

Street Address same

Home/Cell Phone 728-324-6956 Work Phone 828-330-9221

Email Address germainegweldon@gmail.com

### I Am Interested In Serving On:

- Planning Board       ABC Board       As Needed  
 Board of Adjustment       Parks and Greenways Board

### PERSONAL INFORMATION

Spouse Name: Dr. John S. Weldon

High School: St. Joseph Academy, New Orleans, LA

College: University of MS Degree B.A.

College: University of Southern MS Degree M.A.

Employer: Inspired Financial Planners, LLC

Job Title: partner, CFP®, CPA/PFS

### PRIOR PUBLIC SERVICE

Board/Commission/Civic Org.	From	To
<u>North Carolina CPA Association</u>	<u>2020</u>	<u>current</u>
<u>Chair of Financial Planning Group</u>		
<u>Walter Anderson Museum of Art</u>	<u>2009</u>	<u>2022</u>
<u>executive board, board, volunteer, endowments</u>		
<u>St. John's Episcopal Endowments, MS</u>	<u>2012(?)</u>	<u>2018</u>

COMMENT (Statement of why you want to serve on this Board)

To volunteer locally, I serve on a state committee with  
CPA's. Would like to contribute more locally. Plus, I live  
right next door to the Town Hall!

Attach additional information as needed

# Town of Laurel Park

## BOARDS AND COMMISSIONS APPLICATION

Name Wesley Belew Date Sept 6, 2023

Mailing Address \_\_\_\_\_ Street Address 149 Westwood DR  
LAUREL PARK, NC 28739

Home/Cell Phone 704-724-4110 Work Phone \_\_\_\_\_

Email Address Wbelew@gmail.com

### I Am Interested In Serving On:

- Planning Board     ABC Board     As Needed  
 Board of Adjustment     Parks and Greenways Board

### PERSONAL INFORMATION

Spouse Name: SANDRA L. HARDIN

High School: Gordon High Decatur GA

College: GEORGIA STATE UNIVERSITY Degree BBA - ACCOUNTING - FINANCE

College: WOP Degree MBA

Employer: RETIRED

Job Title: \_\_\_\_\_

### PRIOR PUBLIC SERVICE

Board/Commission/Civic Org.	From	To
<u>Red Cross</u>	<u>1968</u>	<u>1973</u>
<u>Boy Scout</u>	<u>1987</u>	<u>1991</u>
_____	_____	_____
_____	_____	_____

### COMMENT (Statement of why you want to serve on this Board)

I want to PERFORM public SERVICE. My SENIOR MANAGEMENT AND MERGER - ACQUISITION EXPERIENCES would be A BENEFIT TO LAUREL PARK

*Attach additional information as needed*

**Entry #:** 10 - Edward Eaves      **Status:** Submitted      **Submitted:** 10/8/2024 4:06 PM

**Name**

Edward Eaves

**Mailing Address**

2504 LAUREL PARK HWY, Laurel Park, North Carolina 28739

**Physical Address**

2504 LAUREL PARK HWY, Laurel Park, North Carolina 28739

**Cell Phone**

(828) 489-2289

**Work/Home Phone**

**Email**

edward.eaves@gmail.com

**I am interested in serving on:**

Planning Board

Personal Information

**Spouse Name**

Stephanie Ann Eaves

**High School**

Elbert County / Elberton GA

**College (Undergrad)**

Georgia Southern University

**College (Graduate)**

University of Santa Monica- Spiritual Psychology

**Employer**

Self

**Job Title**

Personal / Business Coach

Prior Public Service

**Board/Commission/Civic Organization**

Big Brothers and Big Sisters

**Dates**

2004-2010

**Board/Commission/Civic Organization**

Hospital Chaplain

**Dates**

2014-2016

**Board/Commission/Civic Organization**

**Dates**

**Comments**

I attend Commissioner meetings on a regular basis, and I want to be involved at a higher level to serve the community.