



Town of Laurel Park
Town Council Regular Meeting
March 18, 2025 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. February Monthly Report
 - B. February 13, 2025 Work Session
 - C. February 18, 2025 Regular Meeting
 - D. February 25, 2025 Annual Budget Retreat
- 6. New Business**
 - A. Street Closure Request
 - B. Discussion of Comprehensive Plan Guiding Statements
 - C. FY24 Audit Presentation
 - D. FY25 Budget Amendments
- 7. Town Manager's Report**
- 8. Department Head Reports**
 - A. Public Works
 - B. Fire Department
 - C. Police
 - D. Administration
- 9. Mayor and Commissioner Comments**
- 10. Closed Session-** N.C. Gen. Stat. §143-318.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee, which privilege is hereby acknowledged.
- 11. Adjournment**

Item 5: Approve the Consent Agenda

Presenter: Mayor O'Cain

Attachment(s): Yes

- Monthly Report

Summary of Item: See report.

Suggested Motion: Approve the Consent Agenda and Minutes.

February Monthly Report

Planning & Zoning

| Status of Single-Family Residential Dwellings (SFRD) | | | |
|--|--|------------------------------------|---------------------------|
| 2022-31 | Lot 10 Fawn Turn Ln | Sigfrid Della Valle | NC |
| 2023-4 | 200 Rowland Dr. | Loyd Alexander | LPZCP |
| 2023-5 | 152 Clays Cv. | Josh Youngblood | NC |
| 2024-11 | Lot 6 Tudor Lane | DMH Builders Inc. | LPZCP |
| 2024-24 | 101 Reisha Ln. | Jack Collina | LPZCP |
| 2024-46 | Willow Road PIN 9558829924 | Stephen Lammens | LPZCP |
| 2024-52 | Lot 3 Fawn Turn Ln. | James & Sherri Devine | LPZCP |
| 2024-53 | 805 Somersby Pkwy. | Roger & Tammy Angle | Awaiting Landscaping Plan |
| 2025-13-H | 320 Crystal Spring Dr (Hurricane Rebuild) | Frances Miles | Awaiting Landscaping Plan |
| Status Legend | | | |
| LPZCP = Laurel Park Zoning Compliance Permit | | UC = Under Construction | |
| NC = Nearly Complete | | CO=Certificate of Occupancy Issued | |
| Monthly Permits Other Than SFRD | | | |
| Deck | 160 South Dr (Hurricane), 350 Roberts Dr, 2500 Laurel Park Highway | | 3 |
| Fence or Retaining Wall | 2007 Laurel Park Highway | | 1 |
| Additions or Remodel | | | 0 |
| Accessory Use or Structure | 641 Ransier Dr (Hurricane), 203/205 Moore St, 134 Birchwood Dr AT&T Maintenance, 704 Davis Cir, 123 Clays Cove | | 5 |
| Subdivision | Ecusta Crossing Lighting Plan | | 1 |
| Temporary Use or Structure | 203/205 Moore St | | 1 |
| Total for February | | | 11 |

Item 6A: Street Closure Request

Presenter: Interim Town Planner Finkle

Attachment(s): Yes

- Street Closure Process Packet
 - Request for Closure of Unopened ROW
 - Street Closure Process
 - Resolution of Intent

Summary of Item: A request was submitted to town staff to close a portion of an unopened ROW located between 330 Fairway Drive and 336 Fairway Drive.

Suggested Motion: Approve/deny the request.

Andy Spoone
330 Fairway Drive
Hendersonville, NC 28739
andyspoone@gmail.com
803-920-4678

February 24, 2025

Town of Laurel Park
441 White Pine Drive
Laurel Park, NC 28739

Subject: Request for Closure of Unopened Right of Way (ROW)

Dear Town Officials,

I am writing to formally request the closure of a portion of an unopened Right of Way (ROW) located between 330 Fairway Drive and 336 Fairway Drive. As required, I am submitting this written request along with a detailed map highlighting the section of the unopened ROW and proposed division of land between the two adjoining properties.

In addition to myself, the owner of the neighboring property adjacent to Fairway Drive (listed below) are in agreement with this request and the proposed division of property as represented in the attached map.

Sue Hembree
336 Fairway Drive
Laurel Park, NC 28739

I kindly ask the Town of Laurel Park to consider this request and inform me of the next steps in the process. If any further documentation or clarification is needed, please do not hesitate to contact me.

Thank you for your time and consideration.

Sincerely,

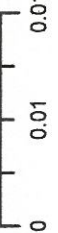


Andy Spoone
330 Fairway Drive
Hendersonville, NC 28739
andyspoone@gmail.com
803-920-4678

Attached: Proposed_Fairway_ROW_Closure.pdf

Proposed Closure of Unopened ROW

2019 Orthoimagery Parcels
Red: Band_1 ROW Closure
Green: Band_2
Blue: Band_3



Map by: Meghan Woods

9568037834

Fairway Drive

9558838414

Add to 9558838414

Add to 9558931359

9558931359

9558829924

NOCAA, NC 911 Bequa, Serreese Corp, Altivia, DG, USGS, NGA, NASA, CGWR, N. Robinson, NCCAS, NCS, OS, NMA, Geobase, Geospatial, Esri, GIS, GEACOM, FEMA, Intermap and the GIS user community, Cart Community, Maple, Centrus, State of North Carolina, DOT, O Open Streets, Map, Microsof, Esri, TerraTom, Gamma, Safegraph, Geotechnologies, Inc., MET/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, North Carolina Department of Information Technology, Transportation, GIS Unit

Closure of Unopened ROW

It is the position of the current Town Council to NOT close roads which may be of future use for walking trails or utilities.

The Process

1. The Town must receive a written request from a property owner adjacent to the street, and a map, survey, or drawing detailed enough to describe the street. Applicants may also include additional information that may be of help to the Council in considering the request.
2. At a regularly scheduled meeting, the Town Council may adopt a resolution of intent to close the street, and call for a public hearing.
3. The resolution must be published for four (4) successive weeks in the newspaper, and mailed to adjoining property owners.
4. The Council will conduct the public hearing at a regularly scheduled meeting, as stated in the original resolution and notices. Anyone may speak and advocate a position at the public hearing.
5. At that same meeting the Council may then vote to adopt an order closing the street. If passed, the order is then recorded with the Register of Deeds, and the street is closed.

Applicant Cost

The Town requires payment from the petitioning property owner for all public notification costs associated with the request, included the newspaper advertisement. The last requested street closure was in 2016, at a cost of approximately \$400 to the petitioning property owner. If presented with a written request for closure, we will draft a resolution and request a quote to advertise from the newspaper so we can provide you with a more up-to-date cost estimate. Payment is required no matter the outcome.

Please note that if the property includes two different unopened streets, each would need to be addressed separately. There is nothing to prevent the Town from considering two requests concurrently (i.e. consider the resolutions of intent and the public hearings at the same two meetings), but they require separate advertising and notice.

Town Council Meeting Schedule

The Laurel Park Town Council meets on the 3rd Tuesday of each month at 9:30 a.m. in the Laurel Park Town Hall. Requests, including all background material, must be received by 12:00 p.m. (noon) on the 2nd Tuesday for inclusion in the agenda packet.

Reference

NCGS §160A-299. Procedure for permanently closing streets and alleys

§ 160A-299. Procedure for permanently closing streets and alleys.

(a) When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street, or any portion thereof, is located.

(b) Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. In appeals of streets closed under this section, all facts and issues shall be heard and decided by a judge sitting without a jury. In addition to determining whether procedural requirements were complied with, the court shall determine whether, on the record as presented to the city council, the council's decision to close the street was in accordance with the statutory standards of subsection (a) of this section and any other applicable requirements of local law or ordinance.

No cause of action or defense founded upon the invalidity of any proceedings taken in closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun within 30 days after the order is adopted. The failure to send notice by registered or certified mail shall not invalidate any ordinance adopted prior to January 1, 1989.

(c) Upon the closing of a street or alley in accordance with this section, subject to the provisions of subsection (f) of this section, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

The provisions of this subsection regarding division of right-of-way in street or alley closings may be altered as to a particular street or alley closing by the assent of all property owners taking title to a closed street or alley by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each such owner. The plat shall be signed by each property owner who, under this section, has an ownership right in the closed street or alley.

(d) This section shall apply to any street or public alley within a city or its extraterritorial jurisdiction that has been irrevocably dedicated to the public, without regard to whether it has actually been opened. This section also applies to unopened streets or public alleys that are shown on plats but that have not been accepted or maintained by the city, provided that this section shall not abrogate the rights of a dedicatory, or those claiming under a dedicatory, pursuant to G.S. 136-96.

(e) No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto.

(f) A city may reserve a right, title, and interest in any improvements or easements within a street closed pursuant to this section. An easement under this subsection shall include utility, drainage, pedestrian, landscaping, conservation, or other easements considered by the city to be in the public interest. The reservation of an easement under this subsection shall be stated in the order of closing. The reservation also extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the city.

(g) The city may retain utility easements, both public and private, in cases of streets withdrawn under G.S. 136-96. To retain such easements, the city council shall, after public hearing, approve a "declaration of retention of utility easements" specifically describing such easements. Notice by certified or registered mail shall be provided to the party withdrawing the street from dedication under G.S. 136-96 at least five days prior to the hearing. The declaration must be passed prior to filing of any plat or map or declaration of withdrawal with the register of deeds. Any property owner filing such plats, maps, or declarations shall include the city declaration with the declaration of withdrawal and shall show the utilities retained on any map or plat showing the withdrawal. (1971, c. 698, s. 1; 1973, c. 426, s. 47; c. 507, s. 5; 1977, c. 464, s. 34, 1981, c. 401; c. 402, ss. 1, 2; 1989, c. 254; 1993, c. 149, s. 1; 2015-103, s. 1.)

Resolution of Intent

WHEREAS, the Town of Laurel Park received a petition to close a section of Fairway Drive located between properties addressed 330 and 336 Fairway Drive; and,

WHEREAS, G.S. 160A-299 provides procedures for municipalities to permanently close streets and alleys; and,

WHEREAS, the Town Council of Laurel Park considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of a section of the dedicated unopened road, Fairway Drive.

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

- (1) A public hearing will be held at 9:30 a.m. on the 20th day of May, 2025 in the Laurel Park Town Hall to receive public comment on closing a section of the dedicated unopened road, Fairway Drive.
- (2) The Town Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks in the Times News, or other newspaper of general circulation in the area.
- (3) The Town Clerk is further directed to transmit by registered or certified mail a copy of this Resolution of Intent to each owner of property adjoining that portion of said street.
- (4) The Town Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted along said street, as required by G.S. 160A-299.

Adopted this 18th day of March, 2025.

ATTEST:

Stephanie K. Banks
Town Clerk

J. Carey O’Cain
Mayor

Item 6B: Discussion of Comprehensive Plan Guiding

Statements **Presenter:** Mayor Pro Tem Hansen

Attachment(s): Yes

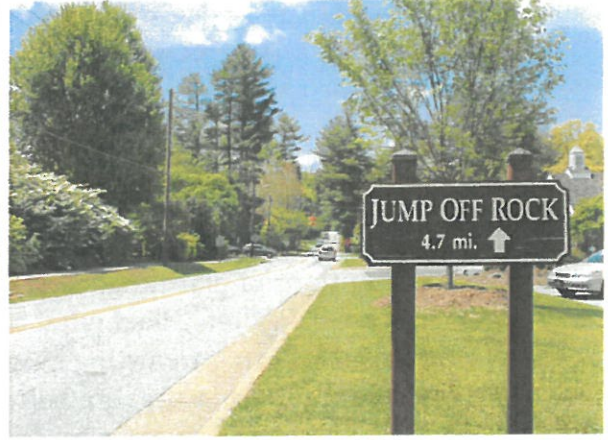
- Comprehensive Plan Steering Committee Vision
- Example Comprehensive Plan Steering Committee Overview

Summary of Item: As we gear up to begin the Comprehensive Plan update Mayor Pro Tem Hansen suggested reviewing the Steering Committee's mission statement.

Suggested Motion: Approve the Consent Agenda and Minutes.

The Laurel Park Vision

“The Town of Laurel Park values its people, its strong sense of community, and its mountain environment. The Town envisions a future where balanced decision-making results in a quality community where people have choices. Our Town is responsive to the needs of residents today and adapts to serve our neighbors of tomorrow.”



Vision Directions

Community:

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.

Government:

Town officials work to make Laurel Park a great place to live. We spend money carefully and tax the community fairly in order to deliver efficient and effective services, including providing excellent police protection.

Living:

Laurel Park's residential and commercial properties are visually appealing. The renewed town center and commercial areas provide opportunities for us to meet, shop, dine, and relax, with a variety of small shops and restaurants. Our neighbors work from their homes, with reliable access to broadband service. Additionally, nearby medical and professional services and small businesses are accessible to us. The environment supports small business creation and maintenance.

Recreation & Culture:

Laurel Park has adequate recreation facilities for people of all ages, including parks, paths for walking, rail trail access, safe options for bicycling, and neighborhood activities that further build a sense of community.

Development & Infrastructure:

Laurel Park provides water and wastewater treatment services through partnerships with local landowners (private systems) and the City of Hendersonville. Future development is matched with infrastructure availability and capacity. Town roads are in good shape, include safe intersections, and speeding and traffic problems are rare.

Environment:

We protect our environmental resources and scenic views. Programs are in place to protect and preserve water resources, wildlife habitat and woodlands, and scenic views.

Housing Choice:

We have a variety of housing choices and sizes where our neighbors in all stages of life can live in Laurel Park, and we are a desirable place where our children and grandchildren choose to live and raise their families.

Action

The context and the vision drive the action items recommended throughout this Plan. The actions are divided into six action areas rooted in the background data contained in early plan chapters. The action areas and goals are:



Recreation & Cultural Resources

- Ecusta Trail is an economic driver in Laurel Park.
- Laurel Park's recreation resources are connected through story-telling and connections.



Natural & Ecological Resources

- New Development Implements Environmentally Sound Practices
- Laurel Park preserves and restores ecological systems.
- Laurel Park has a natural and rural character.



Public Facilities & Services

- Laurel Park citizens have access to high quality and sustainable water service.
- The US 64 Corridor has the infrastructure to support development.
- Laurel Park Citizens are served by a fully functional police department.
- Laurel Park Citizens are Served by a Fully Functional Town Hall
- Laurel Park provides brush collection at least two times each year.
- Laurel Park residents have reliable broadband access.



Transportation

- Laurel Park has a well-maintained and safe roadway network for all users.
- Laurel Park residents have multi-modal transportation choices.



Existing & Future Land Use

- Laurel Park is financially stable and has a diversity of funding sources for project investment.
- Build Political Support for the Future Land Use Plan (Henderson County, Hendersonville, State Elected Officials)
- Laurel Park has the structure to implement the Future Land Use Plan.



Implementation

- Laurel Park maintains up-to-date information to monitor and plan for services that match development activity.
- The Implementation chapter also includes the full implementation matrix.

Getting Started

Many of the strategies in this Plan are long term goals - they will take diligent and dogged work to achieve. Yet the CPSC also recognized the need to act quickly. The final section of this Executive Summary highlights Laurel Park's Top Seven Implementation Items - the top actions the Town can and should begin working on as soon as this Plan is adopted.

COMPREHENSIVE PLAN STEERING COMMITTEE OVERVIEW

ORGANIZATION AND MANAGEMENT OF THE PLAN

What is a Comprehensive Plan? A comprehensive plan is an essential feature of long-term planning for cities and counties all over the United States, as both the process and the documentation for creating a broad, long-term vision for future land uses and the built environment of communities. A comprehensive plan contains a map of future land uses for the entire planning jurisdiction, addressing all of the physical elements in the area, for a long time period. In current planning practice, comprehensive plans usually set a planning horizon of 20 years—a duration that avoids the uncertainty of long-term economic and population growth patterns while also avoiding short-term thinking that can weaken a cohesive vision for the future.

What is the purpose of a Comprehensive Plan? A comprehensive plan lays the foundation for zoning codes, the legal tool for implementing the vision of the future contained in the comprehensive plan. The process of drafting and approving a comprehensive plan is often confused with the process of changing the zoning code.

What do Comprehensive Plans enable us to do? State law requires that if a local government wants to enforce zoning the local government must have and maintain a comprehensive plan or land-use plan (G.S. 160D-501(a)). In general, professional practice calls for plans to be updated every five to ten years. Factors determining the frequency of plan updates include rate of growth and change as well as physical, economic, and social conditions. If the community has experienced limited change, then a plan that was adopted up to ten years ago might still be useful. If the community has experienced rapid change, then an update every five years may be more appropriate. The state requirement is for reasonable maintenance. There is no mandate for a complete rewrite of a community's comprehensive plan.

The Role of the Land of Sky Regional Council - Land of Sky Regional Council (LOSRC) is a Council of Governments that serves Buncombe, Henderson, Madison, and Transylvania counties and their municipalities by providing supportive services to grow and advance this area of the state. LOSRC is tasked with updating the comprehensive plan. These tasks include:

1. Draft, prepare, and revise the comprehensive plan including reviewing contextual information, evaluating progress on strategies/actions for implementation, and developing new goals as needed. Overall plan development includes visioning, objective development, and plan preparation.
2. Facilitate public involvement for up to 3 public engagement sessions, 4 steering committee meetings, 3 planning board meetings, and 3 council meetings. Additional one-on-one stakeholder interviews are possible to hear ideas and concerns from specific interest groups.
3. Develop survey, distribute, and analyze results.
4. Present the draft comprehensive plan update in-person to the Planning Board for a formal recommendation. Revise plan as needed.
5. Present the final draft of the comprehensive plan update in-person to Town Council. Revise plan as needed and present the final comprehensive plan in-person to Town Council during a Public Hearing.

The Role of the Public - Public participation is an essential component of high-quality, meaningful Comprehensive Planning. Inclusive and well-attended public participation is necessary to determine the vision of a community. Town residents will be asked to provide their ideas, share their experiences, and give feedback through every phase of the planning process. The goal is to reach as many individuals as possible through in-person, virtual, and hybrid activities. One of the first things that LOSRC will do is develop a public engagement plan. The public is invited to review the draft and provide feedback on the final document.

YOUR ROLE AS A STEERING COMMITTEE MEMBER

The Steering Committee provides detailed and direct feedback and assists staff in preparing the plan. Members are made up of Town residents, subject matter experts, and others. Your role as a Steering Committee member is crucial to the success of the Comprehensive Plan Update. You have been selected because of your knowledge of the area, expertise in a focus matter, and/or interest in the future of the community. The following are the general roles of Steering Committee members:

- *Plan Development* - You will be asked to provide perspective and insight on information gathered as well as feedback on draft policies and implementation actions.
- *Learning and Sharing Information* - Over the course of the planning process you may be introduced to new ideas about development, demographic trends, new technology, and other information. You may also find other ideas that you wish to share with the Steering Committee and staff. We ask that you bring an open mind and an understanding that this process is collaborative and requires that we seek to hear all voices, and together as a group consider the best path forward.
- *Networking, Recruiting, and Support* - You are asked to advocate for the Comprehensive Plan Update by telling neighbors and friends about planning activities, upcoming events, or providing information about the purpose and potential impact of an updated Comprehensive Plan.

Attendance and Time Commitment - Meeting attendance is vitally important to the success of the Steering Committee and the planning process. We ask that you make attendance a top priority since each member brings a unique perspective that will be crucial to the success of the Comprehensive Plan Update. The Steering Committee is anticipated to meet at least four times over the course of the planning process. We understand that there are extenuating circumstances. Therefore, if you are not able to attend a meeting please email Kaitland Finkle, kaitland@landofsky.org in advance of any meetings you are not able to attend. All Steering Committee meetings are open to the public.

Etiquette and Values

- *Decision-Making* - The Steering Committee will function as a collaborative workgroup reaching decisions/recommendations by consensus.
- *Active Participation* - Members are expected to not only attend meetings but to participate fully.
- *Everyone Gets to Share* - The group can discuss reasonable time limits on how long individuals speak; however, the goal is to create a culture in which everyone is able to participate and share their views.
- *Respect* - Listening is the ultimate sign of respect; interrupting people will not be tolerated. There will be space in the conversation for questions and differing viewpoints.
- *Advocacy* - Outside of meetings Steering Committee members are ambassadors of the Comprehensive Plan Update. Help family, friends, neighbors, and colleagues get involved and have their voices heard!

References:

<https://www.planetizen.com/definition/comprehensive-plans>

<https://canons.sog.unc.edu/2021/08/comprehensive-plans-and-land-use-plans-required-for-zoning/>

Item 6C: FY24 Audit Presentation

Presenter: Carter, Francine Noel, CPA

Attachment(s): Yes

- FY24 Audit Final Draft

Summary of Item: As required by S.L. 159-34, the Town's contracted CPA will present our annual audit to the Town Council.

Suggested Motion: None.

Item 6D: FY25 Budget Amendments

Presenter: Finance Officer Kidd

Attachment(s): Yes

- Various Budget Amendments for FY25

Summary of Item: This amendment is submitted for approval by the Finance Officer and the governing board as per local government guidelines. Upon approval, the amended budget will be enacted for the remainder of the fiscal year.

Suggested Motion: Approve/deny the proposed budget amendments for FY25.

**Town of Laurel Park
Budget Amendment No. 2
For the Fiscal Year 2025**

Date: March 18, 2025

Amendment Summary: This amendment is being made to increase the capital outlay line items in the budget in order to account for three new lease contracts with Enterprise. The following changes are proposed:

- **Increase in Capital Outlay Line Items:**
 - **10-4310-5100 (Capital Outlay – Police):** Increase by **\$128,000**
 - **10-4510-5100 (Capital Outlay – Public Works):** Increase by **\$93,500**
- **Increase in Revenue Line Item:**
 - **10-3920-0000 (Financing Proceeds):** Increase by **\$221,500**

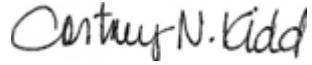
Details of Amendment: The amendment increases the budget for the Police and Public Works Funds to accommodate the lease contracts for vehicles from Enterprise. The corresponding revenue increase of \$221,500 is necessary to reflect the funding required to cover these capital expenses.

Amended Budget Overview:

| Account Code | Description | Original Budget | Amendment Amount | Amended Budget |
|---------------------|-------------------------------|------------------------|-------------------------|-----------------------|
| 10-4310-5100 | Capital Outlay – Police | \$24,000 | +\$128,000 | \$152,000 |
| 10-4510-5100 | Capital Outlay – Public Works | \$132,000 | +\$93,500 | \$225,500 |
| 10-3920-0000 | Financing Proceeds | \$0.00 | +\$221,500 | \$221,500 |

Approval:

This amendment is submitted for approval by the Finance Officer and the governing board as per local government guidelines. Upon approval, the amended budget will be enacted for the remainder of the fiscal year.



Finance Officer

Approved by: _____ Date: _____
J. Carey O’Cain, Mayor

Adopted this 18th day of March 2025.

ATTEST: _____
Stephanie Banks
Town Clerk/Deputy Tax Collector

**Town of Laurel Park
Budget Amendment No. 3
For the Fiscal Year 2025**

Date: March 18, 2025

Budget Amendment Request – Powell Bill Expenditure & Revenue Adjustments for Camilla Way Repairs

Amendment Summary: This amendment request is to allocate necessary funds to cover the costs of emergency repairs already completed on Camilla Way. These emergency repairs are essential for maintaining road safety and in compliance with Powell Bill allowable funding requirements. The following changes to the budget are requested:


- 1. Establish Powell Bill Expenditure Account:** The Powell Bill expenditure account currently has no budget. It is requested that this account be established with a total funding amount of \$217,000. This amount will cover the costs of emergency repairs on Camilla Way, and will be funded as follows:
 - o \$87,499 from the remainder of prior year **restricted Powell Bill** funds
 - o \$122,701 from the appropriated fund balance.
 - 2. Increase Powell Bill Revenues:** The revenue projections for Powell Bill funds are being increased from \$120,000 to \$126,800 to reflect the additional funding available for this expenditure.
-

Amended Budget Overview:

| Account Code | Description | Original Budget | Amendment Amount | Amended Budget |
|---------------------|---------------------------------|------------------------|-------------------------|-----------------------|
| 10-4510-5910 | Powell Bill Expenditure Account | \$0.00 | +\$217,000 | \$217,000 |
| 10-3316-330 | Powell Bill Revenue Account | \$120,000 | +\$6,800 | \$126,800 |
| 10-3070-0000 | Appropriated Fund Balance | \$627,733.68 | +\$210,200 | \$844,733.68 |

Approval:

The amendment is submitted for approval by the Finance Officer and the governing board as per local government guidelines. Upon approval, the amended budget will be enacted for the remainder of the fiscal year.



Finance Officer

Approved by: _____ Date: _____
J. Carey O’Cain, Mayor

Adopted this 18th day of March 2025.

ATTEST: _____
Stephanie Banks
Town Clerk/Deputy Tax Collector