

**AGENDA**  
**VILLAGE OF FLAT ROCK COUNCIL MEETING**  
**VILLAGE HALL ASSEMBLY ROOM**  
**110 VILLAGE CENTER DRIVE**  
**MARCH 13, 2025**  
**9:30 AM**

**Call to Order**

**Moment of Silence**

**Pledge of Allegiance**

**Public Comments**

**Agenda Approval/Changes**

**Consent Agenda**

1.
  - February 3, 2025 – Agenda Workshop Minutes
  - February 13, 2025 – Council Meeting Minutes

**Special Reports**

2. Administration – Village Administrator Christie
3. Park Update – Council Member Carpenter
4. Foundation Update – Vice Mayor Toner
5. Transportation Update – Council Member Whitmire
6. Tax Report – Council Member Stuller

**Old Business**

7. Q & A FY 2025/2026 Budget – Vice Mayor Toner

**New Business**

8. Garden Kaleidoscope – Council Member Carpenter
9. Discussion of Asset Disposal Policy – Mayor Coletta
10. Baker Change Order – Park Director Dages

**Other Business**

11. Mayor-Council Reports

**Public Comments**

**Adjournment**

**VILLAGE OF FLAT ROCK COUNCIL MEETING MINUTES**  
**VILLAGE HALL – ASSEMBLY ROOM**  
**110 VILLAGE CENTER DRIVE**  
**MARCH 13, 2025**  
**9:30 A.M.**

Mayor Coletta presided over the March 13, 2025, council meeting at 9:30 a.m. Those present in addition to Mayor Coletta were Vice Mayor Toner, Council Members Carpenter, Gregory, Jeter, Stuller, and Whitmire, Village Clerk Parker and Village Administrator Christie.

**MOMENT OF SILENCE /PLEDGE OF ALLEGIANCE**

Mayor Coletta led the group in a moment of silence. She then led the group in the Pledge of Allegiance.

**Public Comments**— Council Member Gregory introduced Captain Jordan Warren, the Village of Flat Rock’s new district captain with the Henderson County Sheriff’s Office.

Lisa Bryant, Artistic Director with the Flat Rock Playhouse, gave an update of events at the Playhouse post pandemic, pre-Helene, post-Helene, and what is up-coming in the 2025 season.

Riley Oates with the U.S. Small Business Administration, Office of Disaster and Recovery Resilience talked about the disaster loan programs available for anyone that suffered residential or business damages from Hurricane Helene.

**Agenda Approval/Changes**

Council Member Carpenter made a motion to approve the agenda as presented, seconded by Council Member Jeter. The motion was carried by unanimous vote.

**Consent Agenda**

1. The Consent Agenda consisted of the following:
  - February 3, 2025 - Agenda Workshop Minutes
  - February 13, 2025 – Council Meeting Minutes

Council Member Gregory moved to approve the Consent Agenda, seconded by Vice Mayor Toner. The motion was carried by unanimous vote.

**Special Reports**

2. Administration – Village Administrator Christie

Village Administrator Christie reviewed the February 2025 zoning report dated March 11, 2025, and the Village Administrator report dated March 10, 2025 (see attached reports).

3. Park Update – Council Member Carpenter

Council Member Carpenter gave the following update from the February 27, 2025, Park Commission meeting:

- Member Rachelle Lyons is gathering information from the City of Hendersonville to

determine if the Village of Flat Rock wants to proceed with the Bee City USA designation.

- Commission continues to review Ordinance No. 91 – Park Rules & Regulations.
- Commission is moving forward in search of a Landscape Architect who will help develop design elements for the entire Park, with the initial focus on the south end of the Park along Highland Lake Road. Village Administrator Christie is looking for candidates to submit quotes.
- Vehicle attendance as of February 26 was 445 cars per day.
- Park Commission made a motion to submit to Village Council a proposal to purchase a Garden Kaleidoscope.

4. Foundation Update – Vice Mayor Toner

Vice Mayor Toner reported that the Park Foundation met Monday, March 10, 2025.

- February fundraising collected over \$10,000 for the Gator. The Park Foundation is to cover all costs.
- Fundraising now shifts in emphasis to the 10<sup>th</sup> Anniversary. Permanent balloon signage is being put together and will be in the Park soon.
- Associated with this, there is a new online funding dropdown for “10<sup>th</sup> Anniversary/South Side Improvements” fund.
- Yoga in the Park will begin in April: Thursday, April 3 at 6:00 p.m. (change from the traditional 5:00 p.m.) and Saturday April 5 at 10:00 a.m. These programs are Foundation funded as the Foundation is still waiting for final approval from Pardee.
- April 5<sup>th</sup>, PBS film crew will be at the Park to film material for an upcoming show. Details are still to be completed with likely start at 9:30 a.m. Mayor Coletta and possible other council members may be asked to support this effort, which will not only showcase the Park, but provide a venue for highlighting the 10th Anniversary and other funding opportunities.
- The Foundation is preparing a press release and fliers for Saturday, May 3, 2025, Arbor Day/Tree City USA event.
- Upcoming events in June include support for the annual Ice Cream Social on June 7, 12:00 p.m. – 4:00 p.m., and a Friends Thank You BBQ (details to follow).
- At the next Board meeting, members will vote on a Board President to replace Sharon Nunnelee, who will be moving North mid-year. Once approved, Council Member Toner will bring to Council for a vote and if desired have personal meetings. In addition, Tracey Daniels will meet with a possible new board member, Ann Marrano from Kenmure on March 20, 2025.
- Foundation financials are in good shape. Marion Connor has completed her first report, which was very well received, and the Foundation has \$639,000 cash on hand.
- Tracey Daniels and Sharon Nunnelee are beginning to work on next year’s budget. They will attempt to utilize the same budget account funding scheme that has really helped streamline reimbursement of Park expenditures to the Village this year.

5. Transportation Update – Council Member Whitmire

Council Member Whitmire reported the next Flat Rock Transportation Advisory Committee

meeting is scheduled for March 31, 2025, at 11:30 a.m.

At the last Henderson County Transportation Advisory Committee meeting, February 19, 2025, there were discussions about projects that were decommitted as well as projects that were delayed, which included the N. Highland Lake Road project.

Mayor Coletta reported that Jonathan McCall, the NCDOT project engineer for the N. Highland Lake Road project, has received a cost estimate for repairing the King Creek culvert and those are being reviewed by NCDOT.

Council Member Whitmire reported there were drop-in sessions with NCDOT in February. She expects to receive an update from those sessions at the FBRMPO and HCTAC meetings next week.

Carol Richard has contacted NCDOT regarding the missing speed limit sign and the Village's speed radar sign that was located before the entrance to the Flat Rock Playhouse. She is waiting for a response from NCDOT.

6. Tax Report – Council Member Stuller

Council Member Stuller reported that, as of March 13, 2025, the current fiscal year tax collections are at \$1,685,206.69 (99.20 percent) total collected (see attached report). She and Mayor Coletta will be visiting each fire station to deliver the March 2025 fire department payments.

**Old Business**

7. Q & A FY 2025/2026 Budget – Budget Officer Toner

Budget Officer Toner reported a new FY 2025/2026 spreadsheet with February actuals are included in the council member packets. He asked for everyone's estimated figures to be given to him by March 31, 2025. The budget workshop will be after the regular council meeting on April 10<sup>th</sup>. Council Member Stuller and Nick Weedman are meeting today to review the revenue figures.

**New Business**

8. Garden Kaleidoscope – Council Member Carpenter

The volunteers of the Pollinator Garden are recommending the purchasing and installation of a garden kaleidoscope. Council Member Carpenter made a motion to approve the purchase of the garden kaleidoscope for the total cost not to exceed \$12,000 for installation near the Pollinator Garden, seconded by Council Member Jeter. Tracey Daniels with the Park Foundation stated there are three donors for the purchase of the kaleidoscope, but they do not have a donor for the concrete base. The Park Commission has unanimously approved this recommendation. The Park Foundation will reimburse the Village for the total cost in next year's budget. After discussions, the motion was carried by unanimous vote.

9. Discussion of Asset Disposal Policy – Mayor Coletta

Mayor Coletta presented a draft copy of Ordinance No. 127, An Ordinance Prescribing Procedures

for Disposing of Personal Property Valued at Less Than \$5,000. Mayor Coletta suggested increasing the disposal of personal property from \$5,000 to \$10,000. Council Member Gregory made a motion to approve Ordinance No. 127 with the policy change (see attached copy), seconded by Council Member Carpenter. The motion was carried by unanimous vote.

10. Baker Change Order – Park Director Dages

Park Director Dages reported Dye Creek is almost finished. There was one fifty-foot section of Dye Creek that was omitted from the restoration plans due to a construction easement of the N. Highland Lake Road project. The easement has been removed, and now we have access to this overgrown section. He has spoken with Baker Grading & Landscaping to restore this section to finish the Dye Creek Restoration Project, receiving a change order totaling \$28,800.00. Council Member Carpenter made a motion to approve the Baker Change Order not to exceed \$32,000 to the existing contract to finish the Dye Creek project. The motion was seconded by Council Member Gregory and was carried by unanimous vote.

**Other Business**

11. Mayor – Council Reports

Council Member Jeter mentioned at the Land of Sky Regional Council meeting that it was reported that ham radios were used for emergency communications in some areas after Hurricane Helene, with each registered ham radio responsible for an area to physically check. They are looking into a regional approach to emergency communications. Blue Ridge Broadband Alliance discussed what they did for communications during the storm. The North Carolina Governor's GROW NC office gave the following statistics: \$59.6 billion estimated damages, 106 NC residents died, 5,000 miles of state roads were damaged, 7,000 private roads damaged, 50 million cubic yards of debris, and 163 water & sewer systems were damaged.

Vice Mayor Toner mentioned the FY 24-25 budget is in good shape. The 25-26 budget development is underway, and he is asking for input worksheets to be turned in by March 31, 2025.

In Public Health there was a significant respiratory spike in January-February.

Council Member Gregory mentioned Shred Day is Thursday, May 1, 2025, 10:00 a.m. – 12:00 p.m. She gave an update of the animal call activity in Flat Rock from the Sheriff's Office.

Council Member Stuller mentioned an incident in Lake Lure during the hurricane of someone burning AT&T cable lines to get the copper inside, not knowing that the casing around the fiber optic communication system was petroleum based and causing the lines to catch on fire.

She mentioned at the Tryon International Equestrian Center have shops set up for Lake Lure retailers.

The annual Ice Cream Social is June 7, 2025, 12:00 p.m. – 4:00 p.m. This year, the mammogram bus will be at the ice cream social, but mammogram appointments need to be made through Pardee Hospital beforehand.

Council Member Stuller mentioned that there will be a City of Hendersonville Water & Sewer Committee meeting on April 28, 2025, 4:00 p.m. – 6:00 p.m., at City Hall, but she will be out of

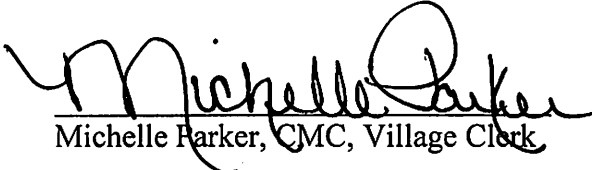
town. Council Member Jeter is the council liaison backup, so she will attend the meeting in place of Council Member Stuller.

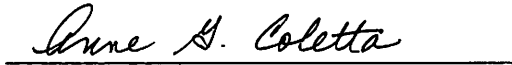
Mayor Coletta thanked Carol Richard for her work in getting the March 2025 Village Record newsletter printed and mailed. The next newsletter is scheduled for September. Mayor Coletta also mentioned that she and Vice Mayor Toner had attended the annual Salvation Army Volunteer Luncheon as well as her visit to Upward Elementary to participate in Read Across America Week by reading to a third-grade class.

**Public Comments – None**

**Adjournment**

At 10:58 a.m., Council Member Carpenter made a motion to adjourn the meeting, seconded by Council Member Gregory. The motion was carried by unanimous vote.

  
Michelle Parker, CMC, Village Clerk

  
Anne G. Coletta, Mayor



To: Mayor and Council  
 Planning Board Members

From: Zoning Administrator

Date: March 11, 2025

## Ordinances Activity Report for February 2025

Ordinance Activities	This Month	2025 YTD	2024 YTD
Compliance Certificates Approved for SFD's	1	2	10
Temporary Compliance Certificates Approved	0	0	0
All Other Compliance Certificates Approved	1	4	20
Certificates of Occupancy/Compliance Approved	3	4	33
Variance Applications	0	0	0
Special Exception Application	0	0	0
Special Use Permit Applications	0	0	0
Appeal Applications	0	0	0
Special Use Permit Amendment Applications	0	0	0
Rezoning/Text Amendment Applications	0	0	0
Subdivision Application	0	0	0
Floodplain Development Application	0	0	0
Sign Permits	0	0	0
Historic Landmark Status Application	0	0	0
Ordinance Fees Received	\$225.00	\$525.00	\$3,075.00

### February 2025 Ordinances Activity Report

**Certificates of Zoning Compliance applications approved:**

- 1 – Single Family Dwelling - (Kenmure)
- 1 – Solar Panels on Roof - (Highland Lake Unit 6)

**Highland Lake PMUD:** Letter of credit for Unit 4 has expired. Unit 1 Block 1, now called Park Residences at Highland Lake Village closed on financing on September 13<sup>th</sup>. They secured the bond which was reviewed by the Village Attorney and deemed acceptable. The permit and completion assurance agreement were issued on January 3<sup>rd</sup>, 2025. Tree removal is now taking place at the site.

### **Misc. zoning and other ordinance issues:**

- The audit of our Land Development Ordinance (LDO) is ongoing. The consultant has reviewed the existing LDO for compliance with 160D, received feedback from Council, and reviewed possible policy changes with the Planning Board. There are some concerns with the recent bill SB 382 which will be reviewed by our attorney for compliance with that bill. Once the Planning Board makes a recommendation and all the language is agreed upon by Council with final approval by our attorney, it will need to be adopted at a public hearing. Status: Work as paused to work on the Flood Damage Prevention Ordinance but restarted at the January meeting. Our consultant is sending the current draft to the attorney for review prior to a formal recommendation to Council.
- Ravenswood: Property on Meminger Dr. went up for sale. Specifically, it is a lot with an existing SFD that is located right on Little River Road and is zoned C-1. Have spoken to neighbors and the HOA president. Looked at old zoning maps dating back to 1998, and it appears that the property has been zoned commercial since that time. Met with someone representing a developer and found out that same day that the property is now under contract with someone else. Status: Per HC GIS, property now owned by Namaste Flat Rock LLC.
- Working on a recombination plat for an existing lot in the Southlake subdivision in Highland Lake adjacent to Lake Cove Road. Have contacted the village attorney to advise.
- Received a complaint about an overgrown lot on Robert E. Lee Drive.
- Received a complaint about an overgrown lot on Little River Road.
- Signed off on 2 construction forms not requiring a certificate of zoning compliance (CZC) on Little River Road and in Kalimar Heights.

### **SCO, TPO, FDPO, HLO:**

- After meeting with the state NFIP representatives, Council approved a contract with Land of Sky for a flood ordinance update as well as technical assistance with the administration of the ordinance moving forward. Kaitland Finkle, a regional planner with Land of Sky, led a discussion of the comparison of our current ordinance language with the model ordinance from the state at several Council meetings. The public hearing set for December 12<sup>th</sup>, 2024, was continued to January 9<sup>th</sup>, 2025, where it was approved.
- The Historic Landmark Commission last held a meeting in April 2022. The situation at Beaumont (fire) may necessitate the involvement of the commission soon. According to HFR, the current owner intends to sell the property to someone who wants to restore it. Recently I had a discussion with a local general contractor who is interested in buying and restoring the house. I urged him to also contact Historic Flat Rock, Inc. as a resource.

### **Planning Board and Board of Adjustment Meetings:**

- The Board of Adjustment did not meet in February. They are still planning on looking at their bylaws at a future meeting. An organizational meeting is recommended.
- The Planning Board met on February 4<sup>th</sup> continue/wrap up LDO discussions. They cancelled the March meeting, so the next meeting scheduled is April 1<sup>st</sup>, 2025.

**Village Administrator Report  
March 10, 2025**

**Flat Rock Crime Reports:**

Information obtained from the Citizen Connect incident map link on Henderson County Sheriff's Dept. website shows a map with icons indicating an incident, but with no street names (or dates) to confirm location. The map icon locations are historically inaccurate and cannot be verified as being within Village boundaries. Therefore, they are not included.

**Reporting period of February 1, 2025 – February 28, 2025: To be reported by Councilmember Gregory.**

**Website/Facebook Report/EV Charging Station Stats:**

**Reporting period of February 1, 2025 – February 28, 2025:**

- Gov Office reports there were 24,841 - page views on the home page of the website, which would be a decrease of 11,531 from the previous month but significantly higher than the previous average. We believe there is still a glitch in the system.
- The calendar did not have more views than the default home page this month with a total of 17,508 views.
- Following the default home page views, the following 12 sections were viewed most, in descending order: Calendar, Media Archives, Mayor and Council, Park Facilities Reservation Calendar, About Us, Contact Us, Park Facility Reservations, Park FAQ, Village Property Tax Information, Boards/Commissions, Staff, How Do I ....
- Items added or updated: Park facilities reservation calendar information, calendar, updates of scheduled meetings of council, boards and committees, approved council meeting minutes, council meeting agenda, links to community events, road construction updates and closures, and information about the Dye Creek Project, and Hurricane Helene related info.
- Facebook stats for February 2025: There are new metrics being reported now.
  - Views: 3687
  - Content Interaction: 45
  - Reach: 900
  - Follows: 14
- Electric Vehicle Charging Station Uses:
  - February 2025: 16- Utility cost for last 30 days=\$36.00 for 242 kWh based on \$0.15 per kWh. Session Fees are the amount ChargePoint collects and remits to the Village. For February 2025 it was \$45.33.

**Village Hall Office, Grounds, Park, Misc. and Communications:**

- For the upcoming month, notices emailed regarding the Village monthly meetings and events. Updated online meeting calendar for 2025. Updated website as needed.

- Park related issues and staff support: Worked with Council Member Carpenter, Council Member Toner, Michael Dages, and Tracey Daniels. The Park Commission meeting was held on February 27<sup>th</sup>, 2025. Mayor Coletta was in attendance. The next meeting scheduled is March 27<sup>th</sup>, 2025.
- February's Park updates include Dye Creek, foundation events, and a pollinator garden kaleidoscope, review of the park Rules, Bee City USA designation, and Arbor Day event planning.
- The Park Foundation meeting was held on February 10<sup>th</sup>, 2025. Discussed 10<sup>th</sup> anniversary, Dye Creek, reimbursements, and hiring of an intern,
- Dye Creek- The Park Foundation received one grant of \$20,000 for signage, and another grant through the Community Foundation for \$10,000. They also provided the village with the resources to apply for a grant from the North Carolina Division of Water Resources which was fully funded at \$190,580.00. Fundraising for the Dye Creek project has exceeded expectations.
- The Foundation has already reimbursed the Village \$107,000 for Dye Creek. They approved an additional \$193,000 to bring the total to \$300,000.
- Michael has submitted four reimbursement requests to NCDEQ. The fourth submission is the final submission. Three have been received. A final walk-thru needs to be scheduled.
- Dye Creek Project Management Contract- The amended contract was approved and signed. It looks like we may have an overage for the construction support (bridges) contract moving forward. An amendment or change order has been requested
- The bridges have been added to the Villages insurance.
- Council awarded the Dye Creek project to Baker Grading and Landscaping. They have completed all the earth work except for final plantings which began this past week. They have been asked to price the last section near the NCDOT temporary construction easement near Highland Lake Road. This work only involves the banks of the creek, and we hope to add the work via a change order. This is coming before Council today.
- Council awarded the bridges contract to Enterprise G. Work was interrupted during the flooding associated with Hurricane Helene but is now complete. We have been invoiced for the work with one change order. The invoice has been paid.
- Due to the impending purchase of a Polaris Ranger to replace the John Deere Gator, research was conducted for language for an asset disposal policy. Michael and I contacted local Park Directors and Managers for examples. Mayor Coletta is presenting a policy to Council today.
- Land of Sky ARP - Staff and Council continue to work with Mary Roderick as needed. She submitted our annual report April 25<sup>th</sup>, 2024. We will need to report again this year. She has received the FY24 annual reports for the VOFR Community Assistance Program from all recipients.
- The Flat Rock Transportation Advisory Committee previously met on December 10<sup>th</sup>, 2024. Radar speed signs for Little River Road have been received. Hannah Bagli, Regional Transportation Planner with Land of Sky attended. The next meeting is scheduled for March 31<sup>st</sup>, 2025.

- Attended multiple public assistance related meetings with our Land of Sky consultants, FEMA liaison, and FEMA/NCEM representatives both in person and via zoom and/or teams due to Hurricane Helene.
- FEMA Public Assistance update: have had our exploratory and recovery scoping meetings (November 7<sup>th</sup>, and 14<sup>th</sup>). Next step will be a site inspection of the park by FEMA which took place March 6<sup>th</sup>, 2025.
- Michael has been working with the Land of Sky consultants to complete the damage inventory report on the FEMA grants portal. We are still waiting for Buchanan to provide an itemized invoice to us to complete that report. We met with FEMA after our site inspection and showed them what we have thus far. We think we have found a way to satisfy the requirements. The Damage Inventory is due March 14<sup>th</sup>, 2025.
- Laserfiche has been transferred to the cloud. Due to technical issues, Carol was just able to get on to it last week.
- Edmunds migrated to the cloud-based system on December 10<sup>th</sup>, 2024. This would enable the park director, the budget officer and finance officer to have access to do account reviews.
- Renewed our Canada Goose registration.
- Shealy Electric in the office to replace exit/emergency lights.
- Carolina Blinds contacted to replace the lower blinds in the assembly room.
  - Met with Desmond Worrell from NCLM in office on February 26<sup>th</sup> to discuss Helene recovery. I ended up discussing the NCLM announcement that we received on February 24<sup>th</sup>, that they will no longer provide health, dental, vision, life or disability insurance coverage.
- Attending SOG planning and zoning office hours every other Thursday to stay up to date with SB 382.
- Attended the first two “Zone PA and Debris meetings” held by NCDPS held weekly on Thursdays.

**Community Meetings, Networking, Agency Contacts:**

*Hendersonville Lightning*

HC Permits and Inspections

Hendersonville Development Assistance Dept

Blue Ridge Fire Dept

Town of Mills River Manager, Clerk, and Park Director

City of Hendersonville Manager, Public Works Director, Planning Manager

Town of Fletcher Manager, Park Director, and Planning Director

Town of Laurel Park Manager

Henderson County Planning Director, and Planning Staff

Henderson County Director of Site Development

Henderson County Emergency Operations

Attended the Helene Recovery meeting for Managers and Mayors hosted by NCLM, NACC and local COG’s with Mayor Coletta on February 11<sup>th</sup>, 2025.

Attended the FBRMPO TCC meeting (virtually) on February 13<sup>th</sup>, 2025.

Attended a FEMA meeting (virtually) on February 14<sup>th</sup>, 2025.

Attended the Henderson County TAC meeting (virtually) on February 19<sup>th</sup>, 2025.

Report prepared by:  
Patricia Christie, CZO  
Village Administrator

Thursday, March 13, 2025

VILLAGE OF FLAT ROCK  
Property Tax

Description	Fiscal 2024/25	Penalty	Total
Carry forward from 23/24	120.90	9.70	130.60
Billing	<b>1,682,809.86</b>	-	<b>1,682,809.86</b>
Utilities Billing	<b>13,741.76</b>	-	<b>13,741.76</b>
Interest Billed	-	<b>2,156.13</b>	<b>2,156.13</b>
TOTAL BILLED	<b>1,696,672.52</b>	<b>2,165.83</b>	<b>1,698,838.35</b>
Payments	<b>(1,683,509.86)</b>	<b>(1,696.83)</b>	<b>(1,685,206.69)</b>
Reversals	-	-	-
Adjustments	-	-	-
Totals	13,162.66	469.00	13,631.66

99.20% COLLECTED

**ORDINANCE NO. 127**  
**AN ORDINANCE PRESCRIBING PROCEDURES FOR DISPOSING OF PERSONAL**  
**PROPERTY VALUED AT LESS THAN \$10,000**

**WHEREAS**, it is necessary from time to time for the Village to dispose of personal property that is no longer needed for the provision of Village services; and

**WHEREAS**, Village Council recognizes the need to prescribe procedures for disposing of said personal property in an efficient and cost effective manner; and

**WHEREAS**, Village Council is authorized by North Carolina General Statute 160A-266C to prescribe specific procedures pertaining to the disposal of personal property valued at less than \$30,000.

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE**  
**VILLAGE OF FLAT ROCK, NORTH CAROLINA THAT:**

**Section 1.** The Village Administrator or his/her written designee is hereby authorized to declare as surplus and dispose of any personal property owned by the Village of Flat Rock, whenever he or she determines, in his or her discretion, that:

- a) The item or group of items has a fair market value of less than ten thousand dollars (\$10,000.00); and,
- b) The item is no longer necessary for the conduct of public business; and,
- c) Sound property management principles and financial considerations indicate that the interests of the Village of Flat Rock would best be served by disposing of the property.

**Section 2.** The Village Administrator or his/her written designee may dispose of any such surplus personal property by any means which he or she judges reasonably calculated to yield the highest attainable sales price in money or other considerations, including but not limited to the methods of sale provided in article 12 of N.C. General Statute Chapter 160A. Such sale may be public or private, and with or without notice and minimum waiting period.

**Section 3.** The surplus property shall be sold to the party who tenders the highest offer or exchanged for any property or services useful to the Village if greater value may be obtained in that manner. The Village Administrator or his/her written designee is hereby authorized to execute and deliver any applicable title documents. If no offers are received within a reasonable time, the Village Administrator or his/her designee may retain the property, obtain any reasonably available salvage value, or cause it to be disposed of as waste material.

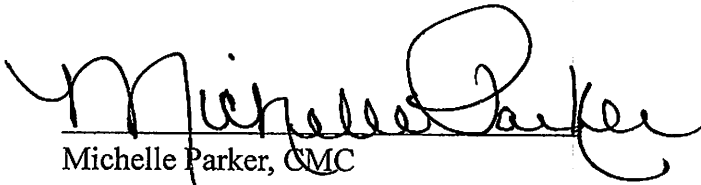
No surplus property may be donated to any individual or organization except by resolution of the Village Council.

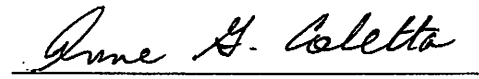
**Section 4.** The Village Administrator or his/her written designee is not permitted to dispose of surplus property by private sale to him/herself, any Village employee or his/her immediate family member.

**Section 5.** The Village Administrator or his/her written designee shall keep a record of all property sold under authority of this ordinance and that record shall generally describe the property sold or exchanged, to whom it was sold or with whom it was exchanged, and the amount of money or other consideration received for each sale or exchange. A report to the Village Council summarizing the above-described information is required.

**Section 6.** This ordinance shall become effective upon its adoption and approval.

Adopted this 13<sup>th</sup> day of March 2025.

  
Michelle Parker, CMC  
Village Clerk

  
Anne G. Coletta, Mayor