

Town of Franklin Council
Agenda
August 3, 2026
6:00 p.m.

- 1. Call to Order-** Mayor Stacy J. Guffey
- 2. Pledge of Allegiance** – Vice Mayor Mike Lewis
- 3. Adoption of the August 3, 2026 Town Council Agenda** - Town Council
- 4. Approval of the Consent Agenda for August 3, 2026** - Town Council
 - A.) Approval of Minutes
 1. July 6, 2026 Regular Meeting
 2. July 14, 2026 Special Called Meeting
 - B.) Budget Amendments
- 5. Introduction/Recognition**
 - A.) Brian Tallent, Wastewater Treatment Operator – introduction by Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC
 - B.) Jake Slagle, Wastewater Treatment Plant Operator, received Wastewater Lab Analyst II Certification – presented by Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC
 - C.) Jeff Shuler, Water Treatment Plant Operator received C Surface Certification – presented by Kyle Pocquette, Water Treatment Plant Supervisor/ORC
 - D.) Pedro Ruiz, Water Treatment Plant Operator, received Plant Maintenance Technologist I – presented by Kyle Pocquette, Water Treatment Plant Supervisor/ORC
 - E.) Kyle Pocquette, Water Treatment Plant Supervisor/ORC, received Plant Maintenance Technologist I – presented by Bill Deal, Public Works Director
 - F.) Chris Waldroop, Streets Supervisor received OSHA Manager of Environmental, Safety and Health (MESH) Certification – presented by Bill Deal, Public Works Director
- 6. Presentations**
 - A.) Quarter Cent Sales Tax Referendum – Former Mayor Jack Horton and Commissioner Gary Shields
 - B.) Franklin TDA – Strategic Plan – Chairman Tim Crabtree and Subcommittee Chair Colin McGinnis
- 7. Public Session**
- 8. Items from Council**
 - A.) Resolution of the Town Council of the Town of Franklin to Designate the Town of Franklin as a Purple Heart Community – Mayor Stacy J. Guffey
 - B.) Proclamation Recognizing the Town of Franklin as a Purple Heart Community and Observance of August 7, 2026 as National Purple Heart Day – Mayor Stacy J. Guffey
 - C.) Proclamation Recognizing August 28, 2026 as 828Vets Day – Mayor Stacy J. Guffey
 - D.) Proclamation Recognizing September 13 – 19, 2026 as Help Homeless Veterans Week – Mayor Stacy J. Guffey
 - E.) Main Street Update – Mayor Stacy J. Guffey

9. Public Hearing

- A.) Public Hearing on Monday, August 3, 2026 at 6:05 p.m. or as closely thereafter to gain public input on Rezoning of 1.10 acres at 85 Maple Street from Commercial C-2 to Commercial C-2 Conditional Zoning – Fire Chief/Town Planner Justin Setser

10. Old Business

- A.) Consider the waiver of continuing use fees for Southwestern Community College – Town Council and Town Manager Amie Owens

11. New Business

- A.) Request Approval of Economic Development Incentive Grants - Assistant Town Manager/ Finance Director Sarah Bishop
 - a. Kitchen Sink, Inc.
 - b. Nantahala Building Products
- B.) Request Approval of new five-year contract with J&B Disposal – Town Manager Amie Owens
- C.) Request Approval of award to HMC Paving Company, Inc. for multi-area paving and sidewalks – Town Manager Amie Owens
- D.) Request Adoption of the Utility Refunds Policy – Town Attorney John Henning, Jr.

12. Departmental Updates – Public Works

- A.) Public Works – Bill Deal, Public Works Director
- B.) Water Treatment – Kyle Pocquette, Water Treatment Plant Supervisor/ORC
- C.) Wastewater Treatment – Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC
- D.) Streets – Chris Waldroop, Streets Supervisor

13. Announcements

- A.) Special Called Meeting of Franklin Town Council – Tuesday, August 4, 2026 at 10:00 a.m. in the Town Hall Board Room
- B.) Next Town Council Meeting is Tuesday, September 8, 2026 – due to the Labor Day Holiday
- C.) Town Offices will be closed on Monday, September 7, 2026 in observance of the Labor Day Holiday in accordance with the North Carolina State Holiday Schedule
- D.) Pickin’ on the Square – August 8 and August 22, 2026 – 6:00 p.m. on the Gazebo Square
- E.) Special Pickin’ on the Square – September 5, 2026 6:00 p.m. on the Gazebo Square with fireworks show to follow
- F.) Fall Litter Sweep for the Town of Franklin – Saturday, September 26, 2026 8:00 a.m. until Noon

14. Adjourn



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 4-A 1 - 2

Department/Agency: Town Council

Subject Matter: Approval of Minutes

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

Request review and approval of the July 6, 2026 Regular Meeting Minutes and the July 14, 2026 Special Called Meeting Minutes.

Suggested Motion: If favorable – approve the minutes as presented.

Attachments: Yes X No

Action Taken: _____

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
REGULAR MEETING
JULY 6, 2026**

THE FRANKLIN TOWN COUNCIL held a regular meeting on Monday, July 6, 2026, at 6:00 p.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

1. CALL TO ORDER

Mayor Stacy Guffey called the meeting to order at 6:00 p.m. with the following members present – Vice Mayor Mike Lewis and Council Members: Joe Collins, Travis Higdon, Rita Salain, Robbie Tompa, and Jeff Berry.

Mayor Guffey opened with remarks expressing gratitude to the Macon County Farmers Market for providing food for the evening, and to Town staff and volunteers for organizing a successful Fourth of July celebration on the square in recognition of the country's 250th anniversary. Mayor Guffey also reflected on the meaning of patriotism as it relates to civic engagement, noting that the meeting had the highest attendance of any town council meeting in his experience, and that he appreciated the community's presence and investment in the proceedings.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Mayor Mike Lewis.

3. ADOPTION OF THE JULY 6, 2026 TOWN COUNCIL AGENDA

Vice Mayor Mike Lewis made a motion, seconded by Council Member Rita Salain to approve the Town Council Agenda for July 6, 2026 as presented. The motion carried unanimously. Vote: 6 – 0.

4. APPROVAL OF THE CONSENT AGENDA FOR JULY 6, 2026

- A.) Approval of the Minutes
 - 1. May 29, 2026 Special Called Meeting Minutes
 - 2. June 1, 2026 Regular Meeting Minutes
- B.) Budget Amendment

Council Member Rita Salain made a motion, seconded by Council Member Travis Higdon to approve the consent agenda for July 6, 2026 meeting, as presented. The motion carried unanimously. Vote: 6 – 0.

5. RECOGNITION

- A.) Angela Green, Code Enforcement Officer, Certified Zoning Official – presented by Fire Chief/Town Planner Justin Setser and Assistant Town Manager/Finance Director Sarah Bishop

6. PRESENTATION

- A.) Art Fest and Plein Aire Festival – Macon County Art Association at the Franklin Uptown Gallery
Paul Pieringer, President of the Macon County Art Association (commonly known as the Uptown Gallery), presented an overview of the organization's community programs and upcoming

events. He highlighted several ongoing initiatives, including an early childhood art program in partnership with Macon Program for Progress serving children ages one through five, and a quarterly art program for senior citizens at Grandview Manor, Franklin House, and the Macon County Senior Center. He reported that community response to these programs has been overwhelmingly positive.

Mr. Pieringer described Art Fest, August 8th on Main Street, as family-focused, featuring approximately 28 interactive art projects. He noted the event is designed to bring families through Main Street businesses, using a scavenger hunt-style activity with small "robot" figures placed in participating stores. The Plein Air Festival is scheduled for October 22nd through 24th, framed just after the Pumpkinfest weekend with the goal of encouraging visitors to extend their stay. Mr. Pieringer explained that plein air painting, a competitive, outdoor art form, would invite up to 35 artists this year to paint throughout the town and county, with work to be judged, awarded, and sold over the course of the festival. He also briefly highlighted the association's ongoing Veterans Portrait program, whose annual Veterans Day reception he described as a deeply emotional and meaningful community event.

7. PUBLIC SESSION

Mark Albrecht addressed the Council regarding traffic safety concerns at the Berry Boulevard entrance near Walmart and Captain D's, where he had witnessed near-collisions due to an absence of clear lane markings. He reported that the road is privately owned and falls outside NCDOT jurisdiction, and that he was directed to the Town by DOT. He requested that the Town use its authority to compel the responsible private entities (Franklin Commerce LLC and Walmart Real Estate LLC) to make the necessary improvements.

Daniel Lawton addressed the Council in support of his application to serve on the Franklin Tourism Development Authority. He noted his prior civic work in helping establish the Town's skate park. He expressed his desire to expand heritage and cultural tourism in Franklin, citing the Tartan Museum, the Scottish Festival (for which he recently became Vice President of Taste of Scotland), and examples like Cherokee and Helen, Georgia, as models for leveraging Celtic and Scottish cultural identity to boost tourism. He indicated he had additional ideas to share if appointed.

8. ITEMS FROM COUNCIL

- A) Resolution of the Town Council for the Town of Franklin to Appoint the Town Tax Collector – Mayor Stacy Guffey

Mayor Guffey read the resolution reappointing Sabrina Scruggs as Town Tax Collector for a one-year term expiring July 6, 2027, with a bond of not less than \$25,000, pursuant to North Carolina General Statute 105-349.

Council Member Joe Collins made a motion, seconded by Council Member Travis Higdon to adopt the Resolution for the Town of Franklin to appoint Sabrina Scruggs as the Town Tax Collector, as presented. The motion carried unanimously. Vote: 6 – 0.

- B.) Resolution of the Town of Franklin Establishing Required Attendance Policy for Appointed Boards, Authorities, Commissions and Committees- Mayor Stacy Guffey

Mayor Guffey introduced this Resolution, which he requested be placed on the agenda. He noted the importance of ensuring that board members, particularly those receiving a stipend from public funds, meet a minimum attendance standard. He noted that the resolution is effective immediately and applies to all current and future appointees.

Council Member Robbie Tompa made a motion, seconded by Council Member Rita Salain to adopt the Resolution Establishing Required Attendance Policy for Town Appointed Boards, Authorities, Commissions and Committees, as presented. The motion carried unanimously. Vote: 6 – 0.

- C.) Appointment of Councilman Jeff Berry as Co-Liaison to the Franklin ABC Board – Mayor Stacy Guffey

Mayor Guffey explained that Councilman Jeff Berry had been serving as an alternate liaison to the Franklin ABC Board, causing some confusion at the board level regarding his role. To resolve this ambiguity, Mayor Guffey formalized his appointment as a full Co-Liaison alongside Council Member Joe Collins.

9. CALL FOR PUBLIC HEARING

- A.) Call for Public Hearing on Monday, August 3, 2026 at 6:05 p.m. or as closely thereafter to gain public input on Rezoning of 1.10 Acres at 85 Maple Street from Commercial C-2 to Commercial C-2 Conditional Zoning – Fire Chief/Town Planner Justin Setser

Fire Chief/Town Planner Justin Setser presented the request for a call for public hearing. He noted that the applicant, OHNC LLC, is requesting a conditional rezoning of 1.10 acres at 85 Maple Street to allow construction of two townhomes, a reduction in minimum lot size, and modified setback requirements. The Planning Board reviewed and recommended the conditional rezoning at its June meeting. Conditions include granting the Town of Franklin a future sidewalk easement along the Maple Street frontage.

Mayor Guffey expressed personal support for the conditional rezoning, noting that the area is appropriate for increased density and is located across the street from a grocery store, making it a walkable location once sidewalk improvements are completed.

Council Member Joe Collins made a motion, seconded by Vice Mayor Mike Lewis to Call for a Public Hearing on Monday, August 3, 2026 at 6:05 p.m. or as closely thereafter to gain public input on Rezoning of 1.10 Acres at 85 Maple Street from Commercial C-2 to Commercial C-2 Conditional Zoning, as presented. The motion carried unanimously. Vote: 6 – 0.

10. PUBLIC HEARINGS

- A.) Public Hearing on Monday, July 6, 2026 at 6:05 p.m. or as closely thereafter to gain public input related to an Ordinance Establishing a Temporary Moratorium on New Data Center Development within the Town of Franklin's Planning Jurisdiction – Town Attorney John Henning, Jr.

Mayor Guffey opened with a statement on behalf of the full Council that no member of the board supports data center development within the Town of Franklin. He then invited Town Attorney John Henning, Jr. to explain the legal context for the moratorium before opening the floor to public comment.

Town Attorney John Henning, Jr. explained that North Carolina case law prevents a municipality from simply disallowing any use not specifically listed in the zoning ordinance. Without a clear definition of "data center" in the zoning code, the town would be in a legally precarious position if an application were submitted. The moratorium provides a legally defensible window of time to study the issue, develop definitions, and craft regulations that protect residents from impacts such as excessive noise, water consumption, energy drain, and industrial generator pollution. He emphasized that the town currently has no pending application for a data center and that the goal is to use this period to enact enforceable regulations making such development extremely difficult or financially prohibitive.

Council Member Collins clarified for the audience that the law does not permit an outright ban, but that the Council is committed to using every available legal mechanism to prevent or heavily restrict data center development within the Town and its ETJ. Vice Mayor Lewis and other Council members echoed this, emphasizing that a data center does not align with the Town's priorities of family, recreation, jobs, and tourism. Council Member Rita Salain and Council Member Travis Higdon both pledged personal commitment to opposing data center development. Mayor Guffey also addressed criticism directed at Town Manager Amie Owens on social media, clarifying that her public statements about parcels large enough to accommodate a data center were made in her capacity as a staff advisor warning the Council; not as an endorsement of such development.

Mayor Guffey and several Council members urged citizens to also bring their concerns to the Macon County Commissioners and to state legislators, noting that the town's legal authority extends only to the town limits and the extraterritorial jurisdiction (ETJ), approximately three miles outside town boundaries.

Mayor Stacy Guffey opened the Public Hearing at 6:43 p.m.

Judy Hartley thanked the board and attorney for their explanations. She raised concerns about existing infrastructure needs in town, such as the Kmart Plaza and the former Ingles building, and argued that the community needs industries that provide stable employment for young people. She voiced strong concern about the environmental impacts of data centers, water consumption, noise, light pollution, and toxic waste, and noted that other communities have faced drought and groundwater contamination after permitting such facilities. She indicated she would bring her concerns to the county commissioners.

Rob James, a former tech industry worker, expressed strong support for the moratorium. He argued that tech industry leaders are replicating the extractive patterns of past industries; draining water supplies, disrupting communities, and delivering minimal lasting employment. He cited reports of

wells and creeks running dry near data centers, noise and light pollution affecting residents' miles away, and the marginal job creation relative to the environmental impact. He also questioned the long-term financial viability of AI-driven data centers, noting that AI companies are largely not profitable and that the entire sector is propped up with borrowed capital, suggesting that any data center built in Franklin could be abandoned within a few years.

Matt Jackson, a local realtor, urged the Council to use the moratorium year not to study cost-benefit tradeoffs but to tighten development ordinances so that Franklin and its ETJ are never a viable location for large or small high-impact data centers. He noted that buyers do not seek proximity to data centers and that such facilities are a deterrent to real estate investment. He also encouraged the audience to attend the upcoming county commissioner meeting.

Michael Scarborough, a 40-year IT industry veteran, offered perspective on Moore's Law, noting that data center infrastructure has at best a ten-year useful life, potentially leaving the town with an abandoned industrial site. He argued that touted tax benefits rarely reach local communities, that data centers employ very few people locally, and that the town would benefit more from other types of economic development such as a distribution center.

Natalia McElroy thanked the Board for its proactive approach and encouraged the Town to learn from other communities, including Charlotte, Asheville, Holly Springs, and Chatham County, that have pursued moratoriums or restrictions. She urged collaboration with those communities to identify the most effective legal tools available under state law, and advocated for citizens to become more active with county officials and state representatives.

Michelle Montegut, a resident outside the Franklin town limits, asked the attorney whether a five-year moratorium would be legally possible. Attorney Henning responded that extensions are possible as long as the Town can demonstrate active study and progress toward permanent regulations. Ms. Montegut asked about the cost of the moratorium research, and expressed concern about the impact of data centers on farm animals and rural residents. Attorney Henning noted that research costs would be shared across communities working on the issue collaboratively.

David Medlock, a long-tenured IT professional, expressed appreciation for the transparency of the process but cautioned against optimism about data centers becoming economically unviable; in his view, once a data center is established, it is permanent and very difficult to remove. He strongly encouraged ongoing public updates as the moratorium process unfolds and urged attendees to email county commissioners and state representatives, specifically noting that Representatives Gillespie and Corbin have indicated that these decisions should remain at the local level.

Terri Pensabene expressed relief at the Council's opposition to data centers and skepticism that any data center operator would honestly represent the true impact of their facility on a community. She encouraged thorough research during the moratorium year.

Theresa Salisbury spoke emotionally about her desire to preserve Franklin's natural environment for her children and grandchildren, who enjoy hiking throughout the area.

John MacLean, a local commercial photographer, identified himself as a low-impact AI technology user and argued that data centers represent an environmental disaster for natural landscapes. He cited air, water, and noise pollution as primary concerns and referenced a PBS Terra YouTube documentary on the topic, urging the community to resist data center expansion at all costs.

Nathan Pannell expressed pride in the Council's unified stance and, drawing on Appalachian working-class identity, argued that organized community political action, including withholding votes from candidates who support data center expansion, is the most effective tool available. He described AI as an economic threat to the working class more broadly.

Timothy McGee expressed opposition to data centers throughout North Carolina, noting ongoing drought conditions in the state and citing concerns about increased electricity rates, potentially linked to data center power demands. He questioned the long-term value of technology upgrades being pushed on consumers and thanked the Council for its support of the moratorium.

Leland Shockley addressed the social media posts concerning Town Manager Owens, stating that while he appreciated her providing facts to the media, he objected to the framing that available land could "accommodate" data centers, as the word implies receptiveness. He raised specific concerns about drought conditions in Macon County, the risk of data center wastewater contamination in the event of a hurricane, the impact of diesel generators on air temperature and local fog conditions, and the inadequacy of financial deterrents given the enormous resources of data center operators. He also suggested exploring whether town-adjacent tribal lands, where the Eastern Band of Cherokee Indians has prohibited data centers, could serve as a buffer, and called for the Council to think creatively beyond financial disincentives.

Ellie Morrow presented quantitative research on water and electricity consumption. She noted that Macon County's 39,000 residents consume approximately 60,000 million gallons of water annually, while a single data center uses approximately 16.6 million gallons per year. She further noted that North Carolina's total power plant generation capacity is approximately 135,000 gigawatts per year, and that the state was already consuming approximately 103,000 gigawatts as of 2023, leaving a surplus of only 32,000 gigawatts; against which 93 existing data centers each draw approximately 492 gigawatts. She offered to provide her documentation to the Council and urged decision-makers to ground their deliberations in these figures.

Blaine Haaa raised concerns about the local economic benefit of data center construction, noting that large build-outs are typically awarded to national contractors with pre-existing relationships, bypassing local electricians, HVAC companies, and other tradespeople. He also highlighted that Meta has recently disclosed it has excess computing capacity and is pre-building data centers speculatively, suggesting that any facility built locally could be left without a tenant. He expressed concern that the community lacks the contractor base to manage such a project and that money generated would not recirculate locally.

Betsy Baste expressed gratitude for the Council raising the issue and encouraged community members to consciously reduce their personal reliance on AI tools as a form of individual resistance.

Mayor Guffey closed the public hearing by thanking attendees and observing that the room contained Democrats, Republicans, and Independents united by a common commitment to their community.

Mayor Stacy Guffey closed the Public Hearing at 7:32 p.m.

Vice Mayor Mike Lewis motion, seconded by Council Member Travis Higdon to approve the Ordinance Establishing a Temporary Moratorium on New Data Center Development within the Town of Franklin's Planning Jurisdiction, as presented. The motion carried unanimously. Vote: 6-0.

The Council took a brief recess and returned to session at 7:43 p.m.

11. NEW BUSINESS

A.) Request Approval of Memorandum of Understanding and Funding Request between Main Street Franklin, Inc. and the Town of Franklin – Assistant Town Manager/Finance Director Sarah Bishop

Assistant Town Manager/Finance Director Sarah Bishop presented the Memorandum of Understanding (MOU) and funding request from Main Street Franklin, Inc., a newly formed nonprofit organization tasked with stewarding the Town's reentry into the North Carolina Main Street Program. The MOU outlines key initiatives focused on downtown revitalization and economic development, with a primary near-term objective of formally rejoining the Main Street program to access grant funding and networking opportunities. The board of the nonprofit has met, approved an annual budget, and developed a work plan. The funding request is for \$60,000 that was allocated in the current fiscal year budget for this program.

Council Member Salain asked when the annual work plan and budget would be due; Assistant Town Manager/Finance Director Bishop confirmed these documents have already been completed and that annual reporting will continue on that basis.

Vice Mayor Mike Lewis made a motion, seconded by Council Member Jeff Berry to approve the Memorandum of Understanding between Main Street Franklin, Inc. and the Town of Franklin, as presented. The motion carried unanimously. Vote: 6 – 0.

Council Member Rita Salain made a motion, seconded by Vice Mayor Mike Lewis to approve the Funding Request of \$60,000 to Main Street Franklin, Inc., as presented. The motion carried unanimously. Vote: 6 – 0.

B.) Request Approval of Economic Development Incentive Grants for Franklin Machine Company – Assistant Town Manager/Finance Director Sarah Bishop

Assistant Town Manager/Finance Director Sarah Bishop presented an application for an economic development incentive grant from the new owner of Franklin Machine Company on Depot Street. The project involves exterior painting and new signage intended to significantly

improve the building's appearance. Code Enforcement Officer Angela Green assisted with coordinating the sign permit process prior to the application coming before Council. The proposed investment qualifies for the full \$5,000 painting match and a \$500 sign match, for a total grant request of \$5,500.

Vice Mayor Lewis expressed enthusiasm for the program and hoped the budget allocation for it would be doubled in the next cycle. Council Member Salain inquired how the owner learned about the grant program; Assistant Town Manager/Finance Director Bishop indicated she would follow up to find out.

Vice Mayor Mike Lewis made a motion, seconded by Council Member Robbie Tompa to approve the Economic Development Incentive Grants for Franklin Machine Company, as presented. The motion carried unanimously. Vote: 6 – 0.

C.) Request Approval of Renewal of Debt Book for GASB recording/reporting five (5) year contract - Assistant Town Manager/Finance Director Sarah Bishop

Assistant Manager Bishop presented a request to renew the town's five-year contract with Debt Book, a third-party vendor used for GASB (Governmental Accounting Standards Board) reporting. The town has used the platform for approximately three years, and it has streamlined audit processes and improved compliance with GASB regulations.

Council Member Joe Collins made a motion, seconded by Vice Mayor Mike Lewis to approve the five (5) year contract renewal of Debt Book for GASB recording/reporting, as presented. The motion carried unanimously. Vote: 6 – 0.

D.) Request Waiver of Availability Fee and Ongoing Usage Fees for Southwestern Community College Burn Building Project – Town Manager Amie Owens

Town Manager Amie Owens introduced the item, then turned the presentation over to Dr. Don Tomas, President of Southwestern Community College, and Curtis Dowdle, Dean of Public Safety Training.

Dr. Tomas explained that the college has had a partnership with the Town of Franklin for more than 40 years, during which time the town has provided access to two fire hydrants at the existing burn building facility at no cost. The existing burn building — located in a floodplain and approximately 40 years old — has surpassed its useful life and has been condemned for live burns. The college is now constructing a new fire rescue training burn prop at a site near the former National Guard armory, with a target completion date by the end of 2026. Macon County has contributed more than \$2 million toward the project, including bond funds from 2016.

The college is requesting two waivers from the Town: (1) waiver of the water availability fee of \$49,700 for the new connection, and (2) continuation of the existing arrangement of not metering or charging for hydrant water usage during training exercises.

Mr. Dowdle elaborated on the scope of the facility's service area, which includes fire departments across Macon, Jackson, and Swain Counties and the Qualla Boundary, serving approximately 345 firefighters. He explained that the new burn prop will incorporate LP gas and

digital technology that reduces water consumption compared to the current class-A-only facility. He also noted that training at the facility benefits surrounding counties' ISO ratings, which directly reduces homeowners' insurance premiums across the region.

Council members questioned whether the hydrants are currently metered (they are not), how often they are used (varying by season, primarily in four-hour training blocks), and whether other counties benefiting from the facility have been asked to help offset costs (they have not). Vice Mayor Lewis asked whether the new facility's fire suppression system would require water; Mr. Dowdle confirmed it has an emergency sprinkler and gas shutoff system.

Council Member Collins expressed comfort with waiving the availability fee but indicated he was not prepared to continue waiving usage fees indefinitely without further discussion, suggesting that Macon County should be approached to help cover ongoing water costs. Vice Mayor Lewis concurred, acknowledging that the Town's ratepayers fund the water system and that he had been unaware the usage had never been charged.

***Council Member Rita Salain made a motion, seconded by Council Member Travis Higdon to waive the \$49,700 water availability fee for the Southwestern Community College Burn Building Project, as presented. The motion carried unanimously.
Vote: 6 – 0.***

The question of waiving ongoing hydrant usage fees was tabled pending a meeting between the Mayor, Town Manager, and Macon County Manager to explore whether the county can assist in covering that cost. Dr. Tomas and Mr. Dowdle indicated this timeline would not delay the construction project, as the contractor has not yet been able to tap the lines pending the availability fee resolution.

E.) Request additional extension of payment for demolition of non-compliant structure – Town Manager Amie Owens and own Attorney John Henning, Jr.

Town Manager Amie Owens and Town Attorney John Henning, Jr. presented the matter. The property at 981 East Main Street was found out of compliance as far back as 2023 and was demolished following a public process. The property owners entered into a lien forbearance agreement in April 2024, agreeing to repay the \$16,000 demolition cost within 12 months. In June 2025, they returned to Council requesting a 12-month extension at 8% interest. That extension expired June 2, 2026, without payment. The owners have now returned requesting an additional extension, proposing to pay the 8% accrued interest plus \$6,000, with the remaining \$10,000 balance extended another 12 months. To date, no payment has been made.

Council members acknowledged the practical reality that the town is unlikely to receive full repayment until the property is sold, and that aggressive legal action would cost more than it would recover in the short term. Attorney Henning noted that foreclosure remains a legal option. The Council discussed adjusting the interest rate on the remaining balance going forward.

Council Member Joe Collins made a motion, seconded by Council Member Rita Salain to accept the property owners' offer of a \$6,000 payment plus accrued 8% interest through June 2, 2026, with the remaining \$10,000 balance extended for an additional twelve (12) months at a revised interest rate of 10%. The motion carried unanimously. Vote: 6 – 0.

F.) Request appointment of member to the Franklin Fire Fighters Relief Fund Board – Fire Chief Justin Sester

Fire Chief/Town Planner Justin Setser reported that one of the Town of Franklin's two appointed representatives on the five-member Franklin Firefighters Relief Fund Board had moved out of state and was no longer able to serve. The fire department solicited nominations from within its membership, and Assistant Chief Ryan Hersey expressed interest in filling the vacant seat.

Vice Mayor Mike Lewis made a motion, seconded by Council Member Travis Higdon to appoint Assistant Chief Ryan Hursey to the Franklin Firefighters Relief Fund Board, as presented. The motion carried unanimously. Vote: 6 – 0.

G.) Request appointment of member to the Franklin Tourism Development Authority (three vacancies) and the Franklin ABC Board (one vacancy) – Town Council

Town Manager Amie Owens explained that appointments to these boards are made by signed, individual paper ballots that remain as public records. The three TDA vacancies are three-year seats through June 30, 2029. The one ABC Board vacancy is a three-year seat through May 5, 2029 with the incumbent continuing to serve until a replacement is seated.

Town Clerk Nicole Bradley reported the following results:

ABC Board: Alton Sutton, Jr. was reappointed by a 6-0 vote.

TDA: Rob Real and Daniel Lawton were appointed in the initial ballot vote.

Jeff Berry: Connie Grubermann, Steve Crabtree, Robert Reale

Joe Collins: Robert Reale, Steve Crabtree, Bob Scott

Travis Higdon: Connie Grubermann, Steve Crabtree, Robert Reale

Mike Lewis: Daniel Lawton, Bob Scott, Robert Reale

Rita Salain: Abigail James, Daniel Lawton, Robert Reale

Robbie Tompa: Abigail James, Daniel Lawton, Robert Reale

A four-way tie among Bob Scott, Connie Lee Miller-Grubermann, Abigail James, and Steve Crabtree necessitated a runoff ballot, after which **Steve Crabtree** was appointed by a 4-2 vote.

Jeff Berry: Steve Crabtree

Joe Collins: Steve Crabtree

Travis Higdon: Steve Crabtree

Mike Lewis: Bob Scott

Rita Salain: Bob Scott

Robbie Tompa: Steve Crabtree

12. DEPARTMENTAL UPDATES

No updates were given at this meeting.

Council Member Joe Collins made a motion, seconded by Council Member Robbie Tompa to remove item 12 from the agenda due to the late hour, as presented. The motion carried unanimously. Vote: 6 – 0.

13. ANNOUNCEMENTS

- A.) Next Town Council Meeting is Monday, August 3, 2026
- B.) Special Called Meeting – Joint Meeting with ABC Board – Tuesday, July 14 at 8:00 a.m. in the Town Hall Board Room – notice will be posted
- C.) Pickin' on the Square- July 11, 2026 and July 25, 2026 – 6:00 p.m. on the Gazebo Square

14. ADJOURNMENT

Council Member Joe Collins made a motion, seconded by Council Member Travis Higdon to adjourn the meeting at 8:32 p.m. The motion carried unanimously. Vote: 6-0.

Stacy J. Guffey, Mayor

Nicole Bradley, Town Clerk

**MINUTES OF THE TOWN OF FRANKLIN TOWN COUNCIL
SPECIAL CALLED MEETING WITH ABC BOARD
JULY 14, 2026**

THE FRANKLIN TOWN COUNCIL held a special called meeting on Tuesday, July 14, 2026, at 8:00 a.m. in the Town Hall Board Room located at 95 East Main Street Franklin, NC.

CALL TO ORDER

Mayor Stacy J. Guffey called the meeting to order at 8:00 a.m. with the following members present:

Vice Mayor Mike Lewis (arrived at 8:07) Council Members: Jeff Berry, Joe Collins and Rita Salain.

Town Staff: Town Attorney John Henning, Jr, Town Manager Amie Owens, Assistant Town Manager/Finance Director Sarah Bishop and Town Clerk Nicole Bradley.

ABC Board Members: Chairperson Rhonda Tallent, Rocky Pattillo, Alton Sutton (joined via phone), William Duffell and Don Willis.

ABC Store Staff: Store Manager Todd Mason.

Media Present: Bobby Coggins and Shelby Powell.

ABC Board Chair Rhonda Tallent read the North Carolina Statute 18B-201 statement; a conflict-of-interest inquiry was conducted; no conflicts were reported by any ABC Board member present.

DISCUSSION

ABC Board Chair Rhonda Tallent reported that they had published a (RFQ) Request for Qualifications for architectural/engineering services related to a proposed new or refurbished ABC store facility, and received three responses: Smiths Sinnett Architecture- Raleigh, NC, Little Diversified Architectural Consultants - Charlotte, NC, and RRMM Architects- Chesapeake, VA.

Town Attorney John Henning, Jr. clarified that an RFQ is not a bid process but rather a qualifications-based selection process used by government agencies in North Carolina, with contract negotiation occurring afterward. He noted that all three respondents were comparably qualified, with the two North Carolina firms having prior ABC store construction experience.

ABC Store Manager Todd Mason brought the group's attention to a significant development: four ABC boards across North Carolina had recently paused or withdrawn plans to build or renovate facilities, citing growing concern over the potential privatization of ABC operations statewide. He noted that the conversation around privatization is "most vocal now than it's ever been," with larger boards such as Orange County among those putting construction plans on hold.

Member Don Willis framed the central dilemma: whether to proceed with hiring an architect and potentially purchasing property, or to pause all activity given the uncertainty. Member William Duffell argued that if privatization were to occur, a new buyer would be better served by a "blank slate" property rather than one mid-construction, and that the town's best posture is to maintain current operations until there is a clearer signal from the State. He stated plainly, "It's not our money. It's your money. It's our community's money. You guys gotta decide how you wanna spend it."

The group also discussed the financial exposure the Town would carry if a building loan of \$1.5–\$2 million were taken out, only for privatization to transfer control of the ABC store away from the Town. It was noted that while the State and municipalities would still receive some revenue under a privatized model, it would be significantly less than current distributions from the ABC board.

Town Attorney John Henning, Jr. reported that Senate Bill 938, a privatization-related bill, had been filed with a single sponsor and had been sitting in committee since April 30th with no further legislative movement. He cautioned, however, that such legislation can be attached to other bills without notice. Council Member Rita Salain observed that committee-level noise does not always translate to full floor action. Vice Mayor Mike Lewis and Council Member Joe Collins both expressed the view that privatization is likely "too big of an animal to kill" given the revenue and jobs at stake, though they acknowledged uncertainty.

The discussion touched briefly on potential building sites, including two adjacent lots near the Bojangles location, which had been previously identified as a viable option due to its visibility and traffic access. No other suitable properties had been identified. Council Member Joe Collins noted that while he has long advocated for the Town/ABC Board owning its own building, he is not inclined to move forward with purchasing land and building new construction given the current climate. He indicated he might support acquiring an already-built facility at significantly reduced cost if one became available, but no such option was currently known.

Mayor Guffey proposed that the most prudent course of action was to place all planning and expenditures on hold pending direct outreach to the legislative delegation to assess the true trajectory of privatization legislation. Council Member Collins endorsed this approach, and Council Member Berry agreed that the Town should wait for more definitive answers from the State before proceeding.

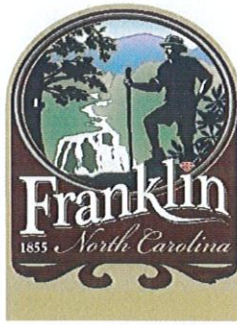
Mayor Guffey indicated he would reach out to Senator Kevin Corbin and Representative Karl Gillespie immediately, and Vice Mayor Mike Lewis committed to contacting the NC League of Municipalities' legislative director for additional insight. It was agreed that if the outreach revealed significant new information warranting further discussion, the two boards would reconvene. Member Duffell sought clarification that "on hold" meant no money or resources would be spent or committed in the interim, which was confirmed.

ADJOURNMENT

Council Member Joe Collins made a motion, seconded by Council Member Rita Salain to adjourn at the meeting at 8:33 a.m. The motion carried unanimously. Vote: 4-0.

Stacy J. Guffey, Mayor

Nicole Bradley, Town Clerk



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 4-B

Department/Agency: Finance

Subject Matter: Budget Amendments

Department Head's Comments/Recommendation: Recommend Approval.

Town Manager's Comments/Recommendation: Recommend Approval.

- Appropriate funds from Fire Department Fund Balance to Vintage Vehicle Maintenance - \$6,000
- Appropriate fund balance and transfer funds for Police ATV Purchase - \$30,000 – a portion of which was received as a donation.
- Appropriate Retained Earnings to Capital Project construction line for Clearwell Project - \$45,251.48. This is not an increase in the project cost - the last invoice received in FY 25/26 was for less than anticipated.

Suggested Motion: If favorable – approve budget amendments as presented.

Attachments: Yes X No

Action Taken: _____

Town of Franklin

To: Sarah Bishop, Finance Director
From: Justin Setser, Fire Chief
cc: Amie Owens Town Manager
Date: 7/24/2026
Re: 1137 Motor and Brake System Repairs

Back in June we discussed that in August the 37 Classic Fire Engine would be having some repairs made. We discussed that in August we would request moving money from our fund balance that was marked for the 37 to the operational budget for the repairs, I would like to make that request to move \$6,000 from the fire dept fund balance to the 26-27 budget for a PO.

BUDGET AMENDMENT

AMENDMENT #11-26/27

BUDGET CHANGE #'S:

FROM: CHIEF HOLLAND

DEPARTMENT: POLICE

EXPLANATION: APPROPRIATE FUND BALANCE AND TRANSFER FUNDS FOR POLICE ATV

PURCHASE

[illegible]

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY TOWN MANAGER

ACTION BY BOARD

APPROVED AND ENTERED ON MINUTES DATED _____

DATE CLERK ENTERED

BUDGET AMENDMENT
AMENDMENT #12-26/27
BUDGET CHANGE #'S:

FROM: S BISHOP
DEPARTMENT: FINANCE

EXPLANATION: APPROPRIATE RETAINED EARNINGS TO CAPITAL PROJECT
CONSTRUCTION LINE FOR CLEARWELL PROJECT

[illegible]

REQUESTED BY DEPARTMENT HEAD _____

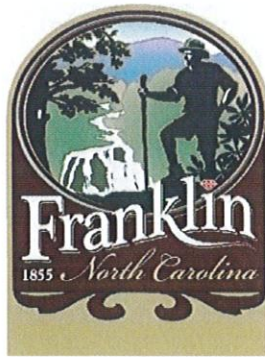
RECOMMENDED BY FINANCE OFFICER _____

APPROVED BY TOWN MANAGER _____

ACTION BY BOARD

APPROVED AND ENTERED ON MINUTES DATED _____

DATE CLERK ENTERED _____



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 5-A-F

Department/Agency: Public Works/Streets

Subject Matter: Introduction and Recognitions

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

A.) Brian Tallent, Wastewater Treatment Operator – introduction by Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC

B.) Jake Slagle, Wastewater Treatment Plant Operator, received Wastewater Lab Analyst II Certification – presented by Jason Hopkins, Wastewater Treatment Plant Supervisor/ORC

C.) Jeff Shuler, Water Treatment Plant Operator received C Surface Certification – presented by Kyle Pocquette, Water Treatment Plant Supervisor/ORC

D.) Pedro Ruiz, Water Treatment Plant Operator, received Plant Maintenance Technologist I – presented by Kyle Pocquette, Water Treatment Plant Supervisor/ORC

E.) Kyle Pocquette, Water Treatment Plant Supervisor/ORC, received Maintenance Technologist I – presented by Bill Deal, Public Works Director

F.) Chris Waldroop, Streets Supervisor received OSHA Manager of Environmental, Safety and Health (MESH) Certification – presented by Bill Deal, Public Works Director

Suggested Motion: For information only.

Attachments: Yes ____ No X

Action Taken: _____



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 6-A

Department/Agency: Quarter Cent Sales Tax Committee

Subject Matter: Quarter Cent Sales Tax Referendum Information

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

This is a local option sales tax under North Carolina law, meaning the county can levy it without state approval, but it must be approved by voters via referendum. Why consider it? To diversify revenue sources, reduce reliance on property taxes, and fund county needs without raising property rates.

Presentation by Former Mayor Jack Horton and Macon County Commissioner Gary Shields

Suggested Motion: For Information Only.

Attachments: Yes ____ No X

Action Taken: _____



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 6-B

Department/Agency: Tourism Development Authority Board

Subject Matter: 1 – 3 – 5-year Strategic Plan

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

At the December TDA Board meeting, there was discussion related to longer term planning efforts by the TDA and how to achieve long-term goals with a limited source of revenue. Chairman Crabtree and Councilman Robbie Tompa asked for the TDA Board to consider a subcommittee who could develop a plan for consideration by both the TDA Board and the Town Council. Town Staff, Council Representation, Stewart Communications and a number of TDA Board Members (less than a quorum) would meet to develop the priorities and goals as part of the budget preparation for FY 2026-2027.

The TDA Subcommittee has been meeting since March to develop 1-, 3- and 5-year strategic plan. This plan is being presented to the Town Council for approval and to show cohesiveness with current and future plans for the Town.

Suggested Motion: For Information Only.

Attachments: Yes X No

Action Taken: _____



Tourism Development Authority 1.3.5 Year Strategic Plan

August 3, 2026



Guiding Principles

The TDA acting as a cohesive team to bring together a comprehensive 1.3.5-year plan for the Town of Franklin tourism with clearly defined objectives.

Destination

Position the Town of Franklin as the premier destination for both day-trip and overnight visitors.

Accountability

Assign each initiative to a designated sub-committee lead and a TDA Board member to ensure ownership, accountability, and measurable progress.

Collaboration

Work strategically, coordinating efforts with the Franklin Area Chamber of Commerce (TDC) and the Highlands Chamber of Commerce, Visit Smokies, and other area organizations.

External Influences

Assess Raleigh's five-year economic recovery policy landscape and its implications for Western North Carolina's post-Helene tourism and business recovery.

How We Engage

The TDA has identified **four areas of focus** we believe are key to success. Every engagement begins with a **thorough understanding** of the Town's needs, constraints, and priorities, allowing us to function as an **extension of the Town**. This ensures **strategy precedes execution** and no opportunity is overlooked.

1

Event Funding

As occupancy tax funds our budget, event funding should prioritize attracting visitors from outside the region, and our application should reflect this goal.

2

Event Optimization

Strategically planning a year-round event calendar and partnering with event organizers to increase attendance, broaden reach, and support long-term growth.

3

Infrastructure (Incorporate Main Street Transformation & Beyond)

The overall **visitor experience** is defined by the Town's **visual appeal**, cleanliness, navigability, attractions, and landmarks. A coordinated and well-maintained approach to these assets is critical to reinforcing a strong and welcoming **destination identity**.

4

Marketing

Integrate research, analytics, and systems thinking to identify **emerging opportunities** beyond the scope of traditional marketing, improving the precision and **impact of our programs**.



Event Funding Plan Year 1

Refine the application process with stronger requirements and accountability measures to ensure alignment with strategic tourism goals



Application

Redesign the current application to support TDA objectives while outlining specific criteria and documentation requirements for funding requests.



Request for Funding Timing

Transition from a monthly request process to a quarterly request format to allow for more planning and more successful events.



Estimated Impact

The application will include sections for anticipated visitors and overnight stays.



Measurement and Reporting

Each funded event will be required to share how they will measure success and will be required to report back to the TDA at a subsequent meeting.



Event Optimization Plan Year 1

Through a more proactive and prescriptive approach to event development, we can strengthen event outcomes and drive growth in visitor counts and occupancy tax revenues..

Calendar

Create a strategic annual event calendar to showcase the Town of Franklin and support consistent visitor engagement throughout the year.

Develop an Event Support Package

Provide event package for planning, fundraising, budgeting, and marketing support to help organizations deliver successful events

Collaborate with Event Planners

Support event organizers in growing event size and attracting new audiences through additional activities, entertainment and experiences.

TDA Signature Event

Develop a TDA-sponsored signature event to drive day and overnight visitation utilizing strategic marketing to maximize awareness and attendance.



Infrastructure Plan Year 1

Make a lasting impression on visitors and residents by enhancing Town infrastructure creating memorable experiences.



Welcome to Franklin Signage

Identify gateway enhancements, coordinate design and procurement, supporting implementation with marketing to increase visitor awareness.



Murals

Develop an art program to identify and install murals, secure funding and approvals, and promote the installations enhance the **visitor experience**.



Directional Signage

Collaborate with the Town to implement thematic **directional**, street, and **totem** signage enhancing **wayfinding** and aligning with broader community and tourism initiatives



Sculptures and Artwork

Identify and **evaluate** locations, artwork types, themes, sizes, and costs to support future art commissions and budgeting decisions.



Marketing Plan Year 1

From breathtaking landscapes to **local culture**, tourism marketing highlights what makes a destination unique, **inspiring** visitors to choose experiences that leave a lasting impression.

Collaboration

Build on strategic **partnerships** with regional organizations (TDC, Visit Smokies) and influencers to **expand Franklin's** visibility and reach in key visitor markets.

Awareness

Ensure communications reflect **updated** terminology and **design** assets (murals) reinforcing **key destination** areas, such as the Historic District and River District.

Research and Analysis Awareness

Leverage **market intelligence tools** to identify where travelers passing through Franklin originate to analyze if they stop or continue to other destinations.

Targeted Outreach Strategy

Utilize targeted outreach including **methods, tools, and audiences**, and hospitality partnerships to **grow** destination awareness and **visitation**.



Years 3 - 5

It is the responsibility of the TDA to **monitor organizational progress**, implement corrective actions when necessary, **report performance** and results to the Town Council, and foster continuous process improvement while remaining steadfast in our mission.

Event Optimization	Infrastructure	Marketing
❖ Strengthen anchor events to achieve long-term sustainability and increased economic impact. ❖ Cultivate a year-round event calendar by strategically developing new events during key shoulder weekends. ❖ Create and elevate a flagship TDA signature event. ❖ Refine the event support program to improve effectiveness, consistency, overall experience, and return on investment.	❖ Enhance visitor amenities, including restrooms, kiosks, Main Street improvements, and dedicated event spaces. ❖ Leverage Main Street grants to advance downtown beautification initiatives. ❖ Create distinct district identities through coordinated infrastructure investments in receptacles, planters, wayfinding signage, etc. ❖ Collaborate with economic development partners to support hotel development and lodging growth.	❖ Increase private-sector investment through co-op funding initiatives to expand market reach and enhance penetration in key target markets. ❖ Strengthen and refine data analytics and market research efforts to continuously optimize and improve marketing strategies and programs. ❖ Expand and strengthen collaborative partnerships by aligning objectives, coordinated initiatives, and consistent communication.

This plan is intended to be a **living document** that will continue to **evolve** as **priorities change** and **objectives are achieved**. The **support** and **partnership** of the **Town Council** is essential to its **successful implementation**. By establishing **clear performance measures**, providing regular **progress updates**, and maintaining **open communication**, we can ensure accountability and achieve **meaningful results**.





Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 8-A-E

Department/Agency: Town Council

Subject Matter: Items from Council

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

A.) Resolution of the Town Council of the Town of Franklin to Designate the Town of Franklin as a Purple Heart Community – Mayor Stacy J. Guffey

B.) Proclamation Recognizing the Town of Franklin as a Purple Heart Community and Observance of August 7, 2026 as National Purple Heart Day – Mayor Stacy J. Guffey

C.) Proclamation Recognizing August 28, 2026 as 828Vets Day – Mayor Stacy J. Guffey

D.) Proclamation Recognizing September 13 – 19, 2026 as Help Homeless Veterans Week – Mayor Stacy J. Guffey

E.) Main Street Update – Mayor Stacy J. Guffey

Suggested Motion: For information only.

Attachments: Yes X No

Action Taken: _____



RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FRANKLIN TO DESIGNATE THE TOWN OF FRANKLIN AS A PURPLE HEART COMMUNITY

WHEREAS, Gregory Hunt, USMC Veteran 1980-1988 and 828VETS which was founded in 2022 as a patriotic veterans' organization and devoted to mutual helpfulness. Their commitment to the Veterans' and their families within the 828 area code of North Carolina and sponsorship of wholesome programs in our communities, advocating patriotism and honor, promoting strong national security, and continued devotion to our fellow service members and veterans submits this resolution for consideration;

WHEREAS, 828VETS is a nonpartisan, not-for-profit organization stands behind the issues most important to the local and nation's Veteran community, backed by decisions and actions by its volunteers and its volunteer leadership. 828VETS success depends entirely on those engaged in participation and volunteerism. It belongs to the people it serves and the communities in which it thrives;

WHEREAS, Veterans of the Town of Franklin has been blessed with a great community for which to serve and sincerely appreciates the support from the Town of Franklin North Carolina leadership and those it serves and the excellent support from all who selflessly gives of themselves and the community of which they serve.

WHEREAS, throughout the Town of Franklin North Carolina there are many Veterans that served it's Country and community with honor and distinction and were wounded in battle defending this Nation and community. Some wounded multiple times and have received the Purple Heart, the Nation's oldest military award, for their unselfish service. The Purple Heart is awarded to members of the Armed Forces of the U.S. who are wounded by an instrument of war in the hands of the enemy and posthumously to the next of kin in the name of those who are killed in action or die of wounds received in action. It is specifically, a combat decoration.

WHEREAS, in an attempt to honor those recipients of the Purple Heart medal for being wounded in battle, Gregory Hunt, USMC Veteran, and the Veterans of 828VETS wishes to recognize them by designating the Town of Franklin North Carolina a Purple Heart Community. This recognition will show all who enters the Town of Franklin, North Carolina we remember those who gave of themselves to maintain freedom for all.

NOW THEREFORE BE IT RESOLVED by the Mayor and Councilpersons in regular Council session assembled, at which a quorum is present that the Town of Franklin North Carolina be designated as a Purple Heart Community. Upon approval of this Resolution Gregory Hunt, USMC Veteran, and 828VETS will work with the Town of Franklin North Carolina and NC Department of Transportation to place proper signage to identify the Town of Franklin North Carolina as a Purple Heart Community.

BE IT FURTHER RESOLVED that any available help to fulfill the identifying signage locations and work to place signage in appropriate locations shall be provided by appropriate departments with the Town of Franklin North Carolina government.

BE IT FINALLY ORDAINED that all portions of this resolution inconsistent with any other resolutions or laws be compared and if possible combined; and that this resolution shall become effective upon ratification by the Mayor and Town Council of Franklin, North Carolina.

Adopted this the 3rd Day of August, 2026.

TOWN OF FRANKLIN

Stacy J. Guffey, Mayor

ATTEST:

Nicole Bradley, Town Clerk



Proclamation
**PURPLE HEART COMMUNITY
AND OBSERVANCE OF AUGUST 7
AS NATIONAL PURPLE HEART DAY**



WHEREAS, the people of the Town of Franklin North Carolina have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and

WHEREAS, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and

WHEREAS, the contributions and sacrifices of the men and women from the Town of Franklin North Carolina who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, many men and women in uniform have given their lives while serving in the Armed Forces; and

WHEREAS, many citizens of our community have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; and

WHEREAS, August 7th of each year, National Purple Heart Day, has officially been designated as the day in the Town of Franklin North Carolina to remember and recognize Veterans who are recipients of the Purple Heart Medal.

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mayor Stacy J. Guffey, on behalf of the Town Council of the Town of Franklin, North Carolina hereby proclaims the Town of Franklin as a Purple Heart Community and celebrates National Purple Heart Day on August 7, 2026, honoring the service and sacrifice of our Nation's men and women in uniform wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

TOWN OF FRANKLIN

Stacy J. Guffey, Mayor

PROCLAMATION RECOGNIZING AUGUST 28, 2026 AS 828VETS DAY

WHEREAS, 828VETS is an all-volunteer, charitable organization started in Franklin in October 2021; and

WHEREAS, 828VETS' Mission is to fill in gaps and support Veterans and their families by providing resources and services that may lie outside of the parameters of existing organizations and assistance programs; and

WHEREAS, 828VETS has an active team who meet weekly, and hold a monthly social on the last Friday of each month and encourage the community to attend; and

WHEREAS, all of the assistance provided in the form of household donations, home repairs, modifications for handicapped access, and volunteer activities are done within the (828) area code with more than 95% done locally; and

WHEREAS, 828VETS provide opportunities for Veterans to continue working with their fellow Veterans, as servant leaders, for the betterment of our community; and

WHEREAS, without dedicated Veterans, including 828VETS, our Country would not have been able to celebrate its 250th Anniversary

NOW, THEREFORE, by virtue of the authority vested in me as the Mayor of the Town of Franklin, I, Stacy J. Guffey, on behalf of the Town Council of the Town of Franklin do hereby deem it an honor to present this proclamation and formally recognize August 28, 2026 as

828VETS DAY

in the Town of Franklin and urge all citizens to recognize these Veterans' faithful and loyal devotion to the community and to each other.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the great Seal of the Town to be affixed this 3th day of August, 2026.

Stacy J. Guffey, Mayor
Town of Franklin, North Carolina

TOWN OF FRANKLIN

PROCLAMATION

WHEREAS, the Town of Franklin proclaims the week of September 13, 2026 through September 19, 2026 to be set aside as a week of public support for our homeless veterans, thereby encouraging our citizens to support the efforts to help homeless and distressed Veterans, and

WHEREAS, the efforts of the Men's Group of the First Presbyterian Church of Franklin have earned the goodwill and positive response from our local merchants, thereby allowing the Men's Group to place donation collection receptacles in their establishments, and

WHEREAS, the First Presbyterian Church Men's Group will manage the receptacles and collect the donations received to be used to support ongoing programs for our homeless veterans of Western North Carolina.

NOW THEREFORE, I, Stacey J. Guffey, Mayor, on behalf of the Town Council for the Town of Franklin, North Carolina, do hereby proclaim the week of September 13th through 19th as

HELP HOMELESS VETERANS WEEK

and commend its observance and encourage our citizens to support the efforts to help our homeless and distressed veterans.

This the day of 2026

Stacy J. Guffey, Mayor



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 9-A

Department/Agency: Planning Board/Town Council

Subject Matter: Public Hearing to gain public input on request for rezoning from Commercial C2 to Commercial C-2 Conditional Zoning (C-2 CZ) for property PIN# 6584982760, located at 85/89 Maple Street

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: Recommend approval.

The Planning Board reviewed the request at their June 15, 2026 meeting. The Planning Board voted unanimously to recommend approval of the rezoning from Commercial C-2 to Commercial C-2 CZ (Conditional Zoning). The property owner would like to put additional housing sites on the property with smaller than minimum lot sizes. The Planning Board recommends approval of this rezoning request.

Notice of the Public Hearing was published in the Franklin Press on July 22 and July 29, 2026.

Suggested Motion: If favorable –approve rezoning from Commercial C-2 to Commercial C-2CZ for property PIN# 6584982760, located at 85/89 Maple Street.

Attachments: Yes X No

Action Taken: _____

Ordinance No. 2026-004
AN ORDINANCE
APPROVING A CONDITIONAL ZONING FOR PROPERTY LOCATED AT
85/89 MAPLE STREET

WHEREAS, the Town of Franklin has authority pursuant to Article 1 of Chapter 160D of the North Carolina General Statutes to adopt development regulations, to establish zoning districts, and to classify property within its jurisdiction according to zoning district, and may amend said regulations and district classifications from time to time in the interest of the public health, safety, and welfare;

WHEREAS, the Town's zoning regulations are codified in Chapter 152 of the Town Code of Ordinances in the Unified Development Ordinance ("UDO"), and maps dividing and classifying the property within the Town's zoning jurisdiction are on file and maintained in the office of the Town Planner (the "Official Zoning Map");

WHEREAS, an application for a conditional zoning of real property consisting of approximately 1.1 acres and described in that deed recorded in Deed Book Z-42, pages 2225-2228 of the Macon County Registry, Macon County PIN #6584-98-2760 having an address of 85/89 Maple Street, was received submitted by OHINC. LLC (the "Applicant") on March 30, 2026;

WHEREAS, a public hearing for this text amendment and zoning map amendment was duly advertised in compliance with the North Carolina General Statutes;

WHEREAS, the Town Planning Board reviewed the application at its regular meeting of June 15, 2026, and voted 5-0 to recommend approval by the Town Council, subject to further conditions; and

WHEREAS, the Franklin Town Council held the public hearing on August 3, 2026 and, after hearing, now finds that the text amendments to the UDO and map amendment to the Official Zoning Map are consistent with the Town's adopted Comprehensive Land Use Plan in the following ways:

- 1) Providing for affordable housing and mix of housing options, as stated in Goal #4 of the Plan, for residents of Franklin;

- 2) Integrating higher-density housing with existing commercial uses into a future Urban Mixed Use area.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Franklin that:

Section 1. The Official Zoning Map be, and the same hereby is, amended as follows:

The zoning classification of that certain real property described in Exhibit "A" and identified on the Macon County tax map as PIN #6584-98-2760, being those lands described in that deed recorded in Deed Book Z-42 at pages 2225-2228 of the Macon County Public Registry and currently owned by OHNC, LLC is hereby rezoned from C-2 (Secondary Commercial) to C-2 CZ (Secondary Commercial – Conditional Zone). A copy of the Official Zoning Map showing the said parcel is attached hereto and made part hereof as Exhibit "A". Said rezoning is subject to the conditions set out in Exhibit "B," and shall be substantially compliant with the site plan as shown on Exhibit "C" and (except as varied by the conditions) substantially as described on the rezoning application in Exhibit "D," each attached hereto and made a part hereof. The conditions set forth herein are accepted and agreed to by the Applicant, as evidenced by the acknowledgment attached hereto as Exhibit "E".

Section 2. The Town Planner is hereby authorized and directed to make the changes as hereinbefore enacted in said Official Zoning Map.

Section 3. If any provisions of this Ordinance are for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, independent provision and such holding shall not affect the validity of any other provision thereof, and to that end, the provisions of this Ordinance are hereby declared to be severable.

Section 4. This Ordinance shall be enforced as provided in Chapter 152 of the Town of Franklin Code of Ordinances.

Section 5. This Ordinance shall be effective upon its adoption.

ADOPTED: This 3rd day of August, 2026, upon motion by Council Member _____, seconded by Council Member _____, and having been approved by a vote of ___ in favor and ___ against.

ATTEST:

TOWN OF FRANKLIN

Nicole Bradley, Town Clerk

Stacy J. Guffey, Mayor

INSERT EXHIBIT A – TAX MAP

Macon County Parcel Information

OHNC, LLC
50 BROOKWOOD CV

FRANKLIN NC 28734-0297

Property Address
85 MAPLE ST
MAPLE ST

Tax ID: TaxID
PIN: 6584982760

Acreage: 1.1

Elevation: 2047

Topo Desc: LEVEL

Utilities: A

Deed Ref: Z-42/2225

Date Recorded: DATE_RECORDED_STRING

Sale Price: 155000

Building Value: 437540

Land Value: 123750

Deferment: 0

Exemption: EXEMPTION

Assessed Value: 561290

Last Appraisal: 1752019200000

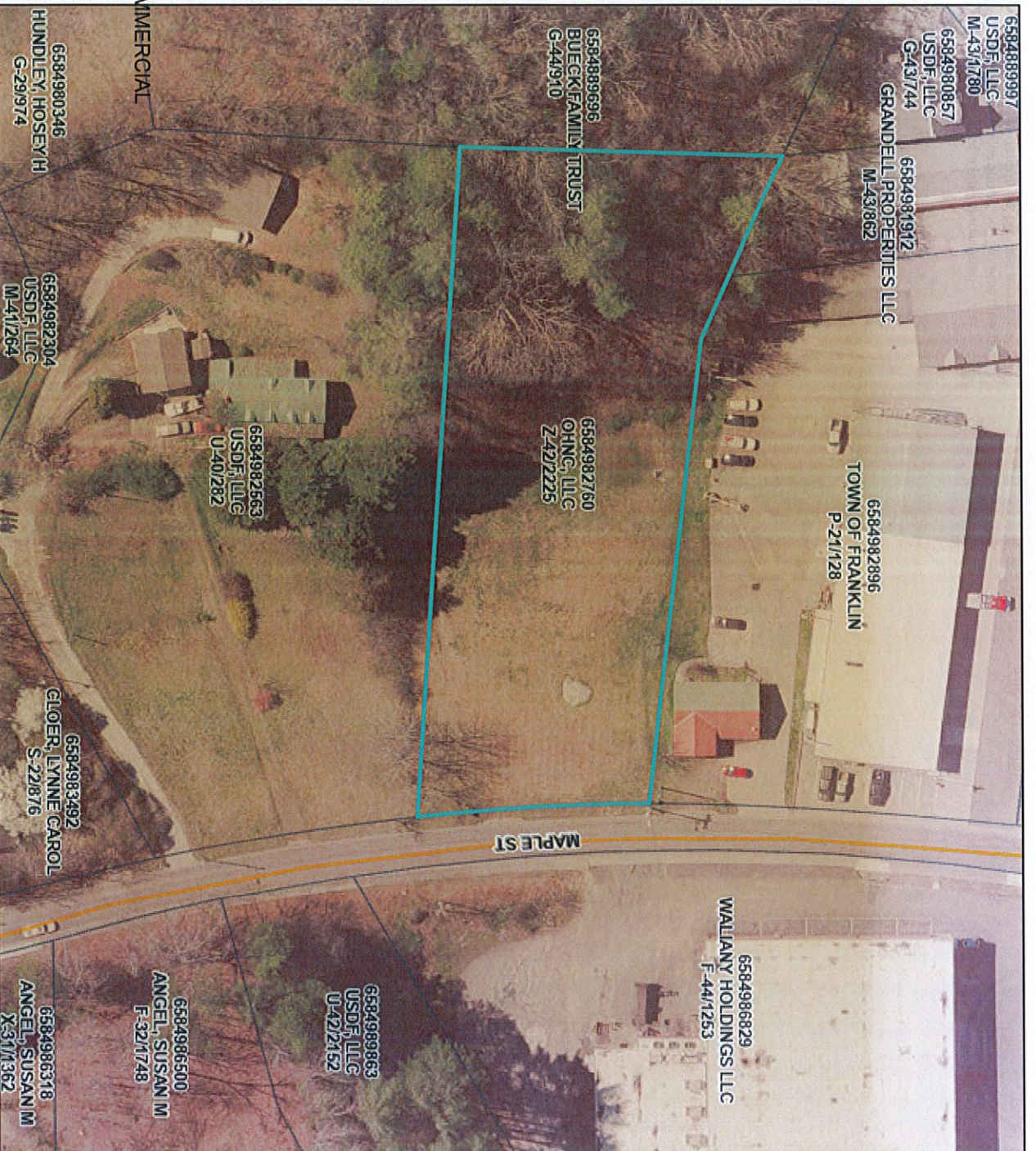
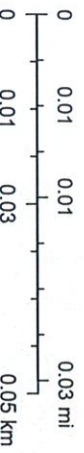
Fire District: FRANKLIN FIRE DISTRICT

Township: FRANKLIN CITY

Zoning: FRANKLIN SECONDARY COMMERCIAL

Subdivision: SUBDIV_DESC

Neighborhood: 12115



Disclaimer:

The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be construed or used as a survey or 'legal description'. Only a licensed professional land surveyor can legally determine precise locations, elevations, length and direction of a line, and areas.

1:

July 30, 2026



EXHIBIT B – PROJECT CONDITIONS

1. The subject property included in the rezoning is shown on the proposed conceptual plan and identified in the Macon County tax record as PIN #6584-98-2760, consisting of approximately 1.1 acres.
2. Pursuant to this Ordinance, the said parcel is rezoned to C-2 CZ (Secondary Commercial – Conditional Zone), but approval is limited to the proposed project (“Project”) as shown on the conceptual plan attached as Exhibit C and further described herein.
3. The Project will include an additional duplex or triplex dwelling structure, with a 0-lot line permitted, provided that a shared firewall shall be constructed as shown on the attached site plan, to allow individual ownership of parcels.
4. The following further conditions are set forth by the applicable underlying zoning district and/or agreed to between the Applicant and the Town:
 - a. With the exception of the 0-lot line the Project must conform with the underlying zoning district C-2 setbacks and minimum open space requirements.
 - b. The Project must comply with UDO §152.034 Conditional Zoning requirements not relaxed by the Land Use Administrator pursuant to that section.
 - c. Applicant shall convey to the Town an easement of five (5) feet in width and permit dedication of the same to sidewalk use, construction of which shall be at the Town’s sole option.
 - d. All applicable federal, state and local permits must be obtained prior to the beginning of construction.

INSERT EXHIBIT C – SITE PLAN

N/F
Grandell Properties, LLC
DB M-43, PG 862

Lines
9393
S 63°44'00" F
21.16'
S 66°08'07" E
85.14'
3/4" Pipe (F)
5/8" Rebar (F)
51.04'
S 83°19'18" E
5' Setback
Approximate Location of
Underground Sewer Line
Manhole

N/F
Town of Franklin
DB K-27, PG 2080
DB P-21, PG 128
PC 6308

Lot A
0.37 Acres
(By Method of Coordinates)
Being Portion of PIN: 6584982760

Lot B
0.54 Acres
(By Method of Coordinates)
Being Portion of PIN: 6584982760

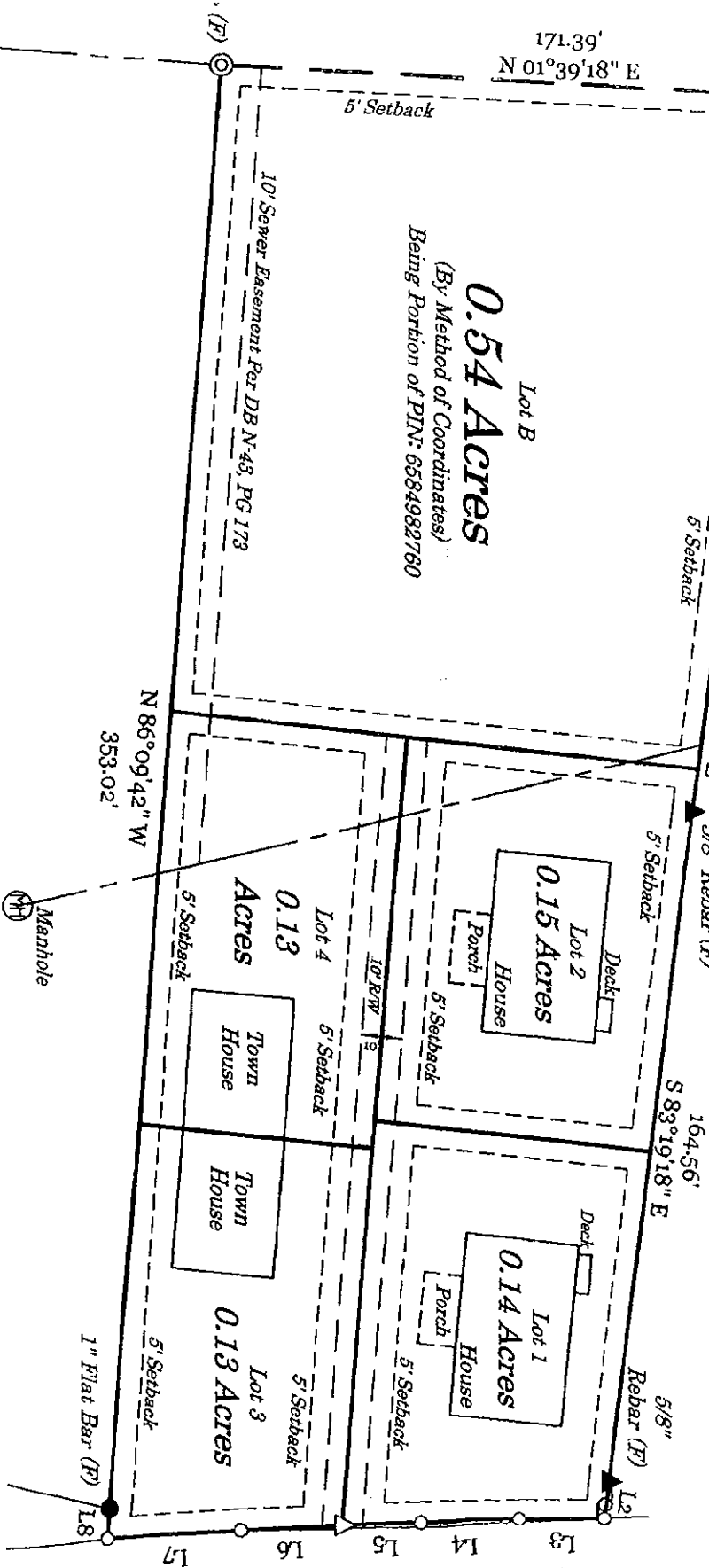
N 86°09'42" W
353.02'

Manhole

1" Flat Bar (F)
L8

Sidewalk

Maple St.
Subject to



INSERT EXHIBIT D – CONDITIONAL ZONING APPLICATION



Town of Franklin

P.O. Box 1479
Franklin, NC 28744
828-524-2516

Application for Conditional District Rezoning

Application Date: 03/30/2026

John Hamlin and Daniel Ostojic

Applicant's Name (print)

50 Brookwood Cv

Address

Franklin, NC 28734

City State Zip

828-712-6859/706-768-1275

Phone

OHNC23@gmail.com

Email

OHNC LLC

Principal Property Owner's Name (print)

50 Brookwood Cv

Address

Franklin, NC 28734

City State Zip

828-712-6859/706-768-1275

Phone

OHNC23@gmail.com

Email

Location and description of property: (If more than one parcel will be involved, attach a sheet with the pertinent parcel information for each parcel listed.)

Parcel: 6584982760, 85 and 89 Maple Street, Franklin NC 28734

Parcel Number: 6584982760 Acreage: 1.10 Total Project Acreage: 1.10

Current Zoning District: C2 Current Land Use: Residential Housing

Briefly describe the use proposed for the property:

Residential housing for in town living. Currently on a rental scenario. Single lot.

Requesting to move all lines to 5 feet from all sides and allow a duplex/triplex to be 0 foot line
Allowing 5 foot from maple street for future sidewalk.

State reason(s) for requesting Conditional District Rezoning:

The request for Conditional District Rezoning would allow for the property to add 2 to 4 additional homes with in town limits.

The updated zoning would allow for those home to be purchased individually by future owners.

Site served by Municipal Water Yes ☒ No ☐ Municipal Sewer Yes ☒ No ☐

Proposed allocation of services required: Water: _____ GPD, Sewer: _____ GPD.

(Provide engineers calculations of need)

Is project within town limits ☒ Yes No If no, is annexation proposed _____

For Applications on Property not Owned by the Applicant

1. Relationship between Applicant and Owner _____

2. Consent of Owner Yes ☐ No ☐

Number and location of specific access points to the property and proposed structures and uses with particular reference to automotive and pedestrian safety and convenience, traffic flow and control and access in case of a fire, emergency, or catastrophe:

There will be one entrance into the property. Sidewalk access is on half of the property that is on the maple street side.

Number of Structures Proposed 4 - 6 Number of Units Proposed 4 - 8

Number of Parking Spaces Proposed _____ Height of Buildings Proposed _____

Traffic Impact Analyst Provider if Required _____

Development / Design Firm Contact Information

Development Firm Name of Contact Phone Email

Design Firm Name of Contact Phone Email

The Entire Unified Development Ordinance (UDO) can be found on the Town website at:
<https://codelibrary.amlegal.com/codes/franklinnc/latest/overview>

Chapter 152.034 is the section on Conditional Zoning Districts. In the Land Use section then under UDO.

I certify that all information provided in this application is accurate to the best of my knowledge, information, and belief. By signing below, I certify that I have read the regulations regarding this development in the Unified Development Ordinance.



Signature of Applicant

3/30/2026

Date

OHNC LLC

85 and 89 Maple Street – Conditional Zoning request

We have 3 requests for the conditional zoning

1. Approval to lower the minimum Lot size in the current C2 Zoning
2. Approval of a 5-foot set back in the current C2 Zoning
3. Approval of a 0-foot setback on the shared fire wall of the Town Home Duplex.

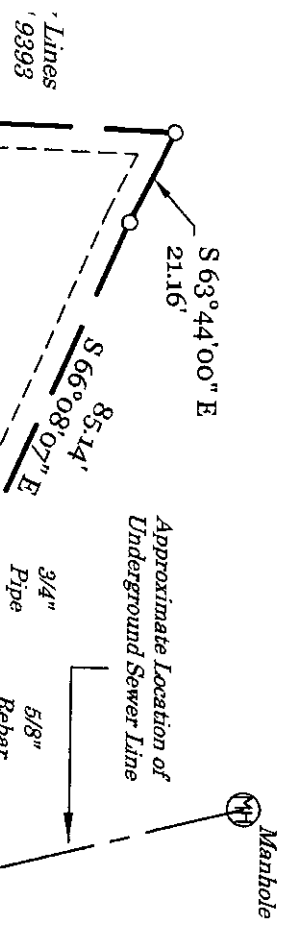
Reach out for any further questions,

Daniel Ostojic and John Hamlin – Operating Managers

706-768-1275 828-712-6859

OHNC23@gmail.com

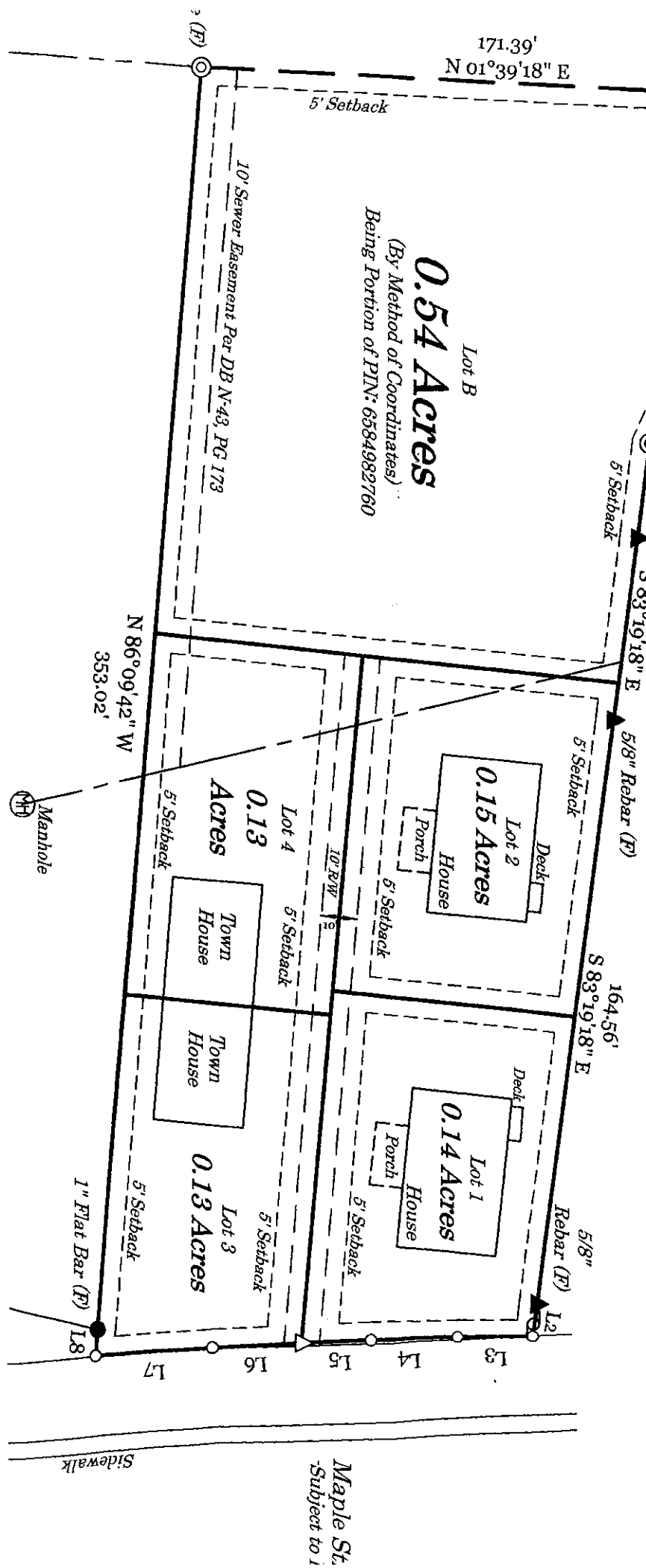
N/F
Grandell Properties, LLC
DB M-43, PG 862



N/F
Town of Franklin
DB K-27, PG 2080
DB P-21, PG 128
PC 6308

Lot A
0.37 Acres
(By Method of Coordinates)
Being Portion of PIN: 6584982760

Lot B
0.54 Acres
(By Method of Coordinates)
Being Portion of PIN: 6584982760



Date 6/2/2026
1 inch = 200 feet



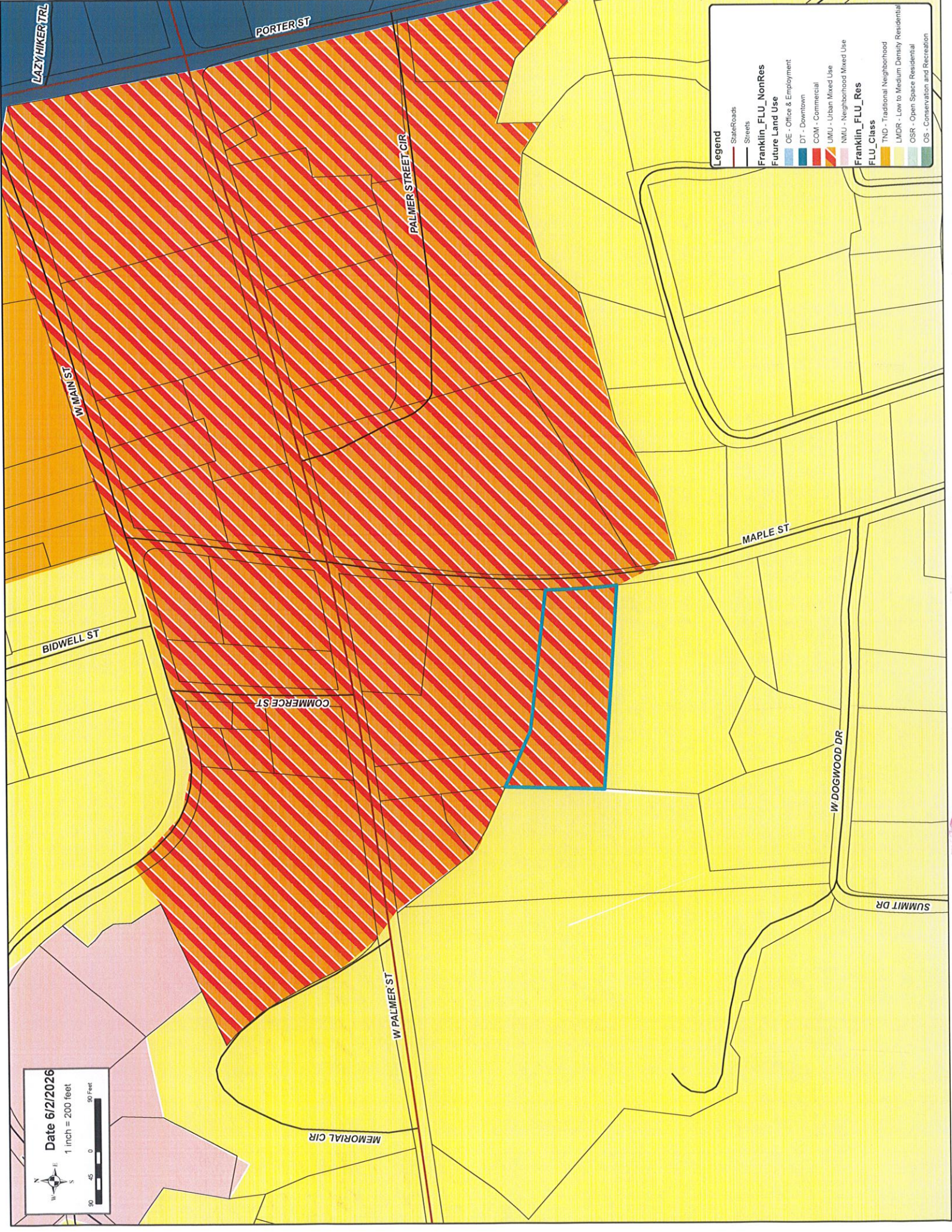
Legend

State Roads
Streets

Master NewZoning_UDO

Zoning

C1	C2	C2CZ	C2SU	C3	C3CZ	C3SU	I1	MICR	NMU	PCD	PRD	R1	R1SU	R2	S	TND
----	----	------	------	----	------	------	----	------	-----	-----	-----	----	------	----	---	-----



Date 6/2/2026
 1 inch = 200 feet
 0 50 Feet



LAZY HIKER TRL

PORTER ST

EDOGWOOD DR

SUMMER HILL DR

PALMER STREET CIR

W MAIN ST

BIDWELL ST

COMMERCE ST

MAPLE ST

W DOGWOOD DR

SUMMIT DR

W PALMER ST

MEMORIAL CIR

Legend

- State Roads
- Streets

Date 6/2/2026

1 inch = 200 feet

0 50 100 Feet

N
W
E
S

**TOWN OF FRANKLIN, NORTH CAROLINA
APPLICATION FOR SPECIAL USE
STAFF REPORT**

Applicant:	John Hamlin and Daniel Ostojic 50 Brookwood Cv Franklin, NC 28734	Application Date:	March 30, 2026
Owner:	OHNC LLC		
Location:	Maple St	Map Attached:	Yes
Parcel No.:	65941191247	Town or ETJ	Town
Request:	Conditional Rezoning Request for Small lots and townhomes		

SITE INFORMATION	
Maximum Developable Units	4
Existing Site Land Use	Commercial
Existing Site Zoning	C-2
Acreage	1.10 acres
Physical Characteristics	Rolling
Overlay District	None
Other	None

SURROUNDING ZONING AND LAND USE		
Location	Existing Use	Existing Zoning
North	Residential	R-1
South	Commercial C-2	C-2
East	Commercial C-2	C-2
West	Residential	R-1

PLANNING	
Open Space Requirements	10%
Parks and Greenways	Memorial Park
Site Access	Maple St
Detention	Per UDO
Floodplain	None
Stream Setbacks	N/A
Other	None

ENGINEERING	
Environmental Considerations	Crawford Branch to the Nouth
Utilities (Water & Sewer)	Town Water and Sewer
Traffic Impact Analysis	Not Required
Other	None

STAFF COMMENTS

OHNC LLC is requesting a C-2 CZ for a townhomes and current homes lower than the allowed minimum lot sizes. The site will have plenty of parking spots which will meet the minimum parking requirements for the site. The new buildings proposed is a duplex town home that would have a share property line with a common wall. The developers are requesting a 0 lot line on that parcel line. The developer has request for me to waive the need the tree line survey and traffic study which I have waived. Water and Sewer is at the site and sufficient capacity is available. The site will see minor changes only. The developer is okay with a 5' easement along Maple St for future sidewalk to connect to the site.

STAFF RECOMMENDATION

Town Staff has reviewed the preliminary plans and believes it has met all requirements per Town of Franklin UDO. Staff recommends the approval of this project with the conditions of smaller lot sizes and closer setbacks. With a dedicated easement in the future for 5' sidewalk if the town ever wishes to extend sidewalk on Maple ST. The developer has verbally agreed to those conditions.

ZONING REVIEW HISTORY

Meeting	Date	Recommendation	Action
Neighborhood Compatibility Meeting	6/3/26	2 property owners attended the meeting	Report attached
Town Planning Board Meeting	6/15/26	To review the application	Recommended approval as presented
Town Council Meeting	7/1/26	To Set hearing	
Town Council Meeting	8/3/26	Public Hearing	


Land Use Administrator

6/10/26
Date

Planning Board Recommendations

2 Townhomes on Maple St

June 15, 2026

Findings

- Applicant- OHNC, LLC
- Original application was submitted on March 30, 2026.
- Applicant is petitioning to have the parcel rezoned from C-2 to C-2 CZ
- The parcels are in the Town.
- The parcel is a total of 1.10 acres
- The parcels are serviced by city water and sewer.
- The parcel is Rolling
- Currently the only access to the site is off of Maple ST
- Conditions being imposed are the applicant would be conditionally rezoned to C-2 CZ for smaller minimum lot sizes, 0 foot parcel line on one property line and a 5 foot setback for all other parcel lines.

Recommendation Considerations:

152.163 (A)

1. The proposal will place all property similarly situated in the area in the same category, or in appropriate complimentary categories. **Yes there are homes already built in the area.**
2. There is convincing demonstration that all used permitted under the proposed district classification would be in the general public interest and not merely in the interest of an individual or a small group. **Yes, because of the need for more housing in the town and county as stated in the comprehensive plan.**
3. There is convincing demonstration that all uses permitted under the proposed district classification would be appropriate in the area included in the proposed change. **Yes**
4. There is convincing demonstration that the character of any neighborhood will not be materially and adversely affected by any use permitted in the proposed change. **Yes**
5. The proposed change is in accord with the Comprehensive Land Use Plan, sound planning principles and any applicable small area plan. **It is stated in goal #4 of Comprehensive plan to have a wide range of housing opportunities.**

Recommendation: To approve as presented.

To: Town Council
From: Planning Board
Date: June 15, 2026
Subject: Rezoning Consistency Worksheet
Description: Conditional Rezoning for Town Homes with closer setbacks and smaller minimum lot sizes.

The Planning Board hereby adopts and recommends to the Governing Board the following statement(s):

☒ The zoning amendment is **approved and is consistent with the Town's comprehensive land use plan** because: **It is stated in goal #4 of the plan to have more housing options.**

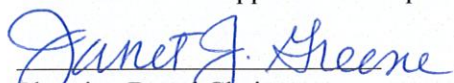
☒ The zoning amendment is **reasonable and in the public interest** because:
Of the need for more housing in the town of Franklin.

☐ The zoning amendment is **rejected because it is inconsistent with the Town's comprehensive land plan and/or is not reasonable and in the public interest**¹:

☒ In addition to approving this zoning amendment, this approval is **also deemed an amendment to the Town's comprehensive land use plan**.² The change in conditions taken into account in amending the zoning ordinance to meet the development needs of the community and why this action is reasonable and in the public interest, are as follows: **It is stated in goal #4 of the plan to have more housing options.**

Planning Board Member Brady made a motion, seconded by Leister.

The motion is to Approve the request. Vote was 5-0.


Planning Board Chair,

Date: 6/15/2026


Clerk

¹ Per G.S. §160D-605(b) the "statement of reasonableness may consider, among other factors: (i) the size, physical conditions, and other attributes of any area proposed to be rezoned; (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community; (iii) the relationship between the current actual and permissible development and the development permissible under the proposed amendment; (iv) why the action taken is in the public interest; and (v) any changed conditions warranting the amendment."

² This circumstance only occurs when the Planning Board finds that the proposed rezoning is *inconsistent* with the comprehensive land use plan, but should be approved anyway. By the terms of the new statute, if the Town Council approves the change it will operate as an amendment to the comprehensive land use plan.

EXHIBIT E – APPLICANT ACKNOWLEDGMENT

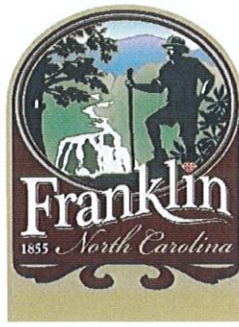
OHNC, LLC

Daniel Ostojic, Member-Manager

Johnathan Hamlin, Member-Manager

April Ostojic, Member-Manager

Karri Hamlin, Member-Manager



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 10-A

Department/Agency: Town Council

Subject Matter: Consider the waiver of continuing use fees for Southwestern Community College

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: N/A

At the July 6, 2026 regular meeting, the Town Council voted unanimously to waive the availability fee for Southwestern Community College for the burn building project. An additional request to waive the usage fees for water was made at that same time. The Town Council tabled the discussion until the August 3, 2026 meeting.

Options available related to water usage include:

1. Charging a specified base rate for water using the size of the line – 4" line – 18,000 gallons per month rate is \$ \$285.37 inside or \$561.21 outside. Town Council could decide to offer the inside rate.
2. Utilize a hydrant meter to record the actual usage – offering a discounted water rate equal to the inside volume rate per 1,000 gallons of \$5.28 versus the \$8.10 flat rate per 1,000 gallons for bulk water. For example, if utilizing a 10,000 gallon exercise – cost would be \$52.80.
3. Other options not considered, including waiver of usage fees as requested.

The goal is to provide service for the burn building but also to recoup at least a portion of the costs required to treat and process water through the system which flows to the hydrants.

Suggested Motion: Action to be determined by Town Council.

Attachments: Yes _____ No X

Action Taken: _____



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 11-A

Department/Agency: Administration/Finance

Subject Matter: Request Approval of Incentive Application

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: Recommend Approval

At the February 22, 2025 Town Council Retreat, a listing of economic development incentives was approved. As part of the annual FY 2025-2026 budget, \$60,000 was set aside to fund these incentives.

1. An application was submitted and approved for Kitchen Sink, Inc requesting assistance with a new awning under the Façade Improvement Grant. This particular grant is a 50/50 match for the cost of the new awning. Unfortunately, there was an issue with the first awning and a second awning is necessary. The request is for additional funds to the maximum of \$5,000 for the façade grant and \$500 for the sign grant. The total amount that would be paid to Kitchen Sink toward the new awning would be \$2,244.18.
2. Nantahala Building Products made application in February 2026 related to their façade improvements, but did not submit supporting documentation until July. The Town Council will need to determine whether or not to fund the improvement.

Suggested Motion: If favorable, to approve the incentive applications for Kitchen Sink, Inc. and Nantahala Building Products, as presented.

Attachments: Yes X No

Action Taken: _____

Town of Franklin Incentive Application

Personal Information:

Name: Rob Reale Phone: 813-451-9288

Address: 72 E. Main St Franklin, NC 28734

Email: kitchensinkinc.72@gmail.com

Business Information:

Name & Physical Address of Business:

Kitchen Sink, Inc. 72 E. Main St. Franklin, NC 28734

Mailing Address (other than Physical Address): _____

Business Phone: 828-524-2956 Business

Email: kitchensinkinc.72@gmail.com Tax ID # 831318411

Property Owner Information (if different from Applicant):

Name of Property Owner: _____ Mailing

Address (other than Physical Address): _____ Owner

Phone: _____ Owner Email: _____

Program(s) Being Requested - Please select those which apply:

Facade Improvement Grant

Sign Grant

Other Incentive Grants

Grant - various permit fees

Grant - Utility (water/sewer) connection

IMPORTANT - READ BEFORE SIGNING

Rent Subsidy

Infrastructure Grant

Design Grant

With your signature below, you certify that you have read and understand the policies and guidelines for each program you are applying for; you understand that your eligibility and participation in these programs is not guaranteed and is contingent upon compliance with all program policies and guidelines; you understand that additional information may be required to complete the review of this application, or to evaluate your eligibility in these programs in the future.

Signature: Robert Reale Date: 07/29/2026

APPROVALS (as required):

Town Planner: _____ Date: _____

Town Manager: _____ Date: _____

New Awning

1 message

Kitchen Sink, Inc. <kitchensinkinc.72@gmail.com>

Fri, Jul 24, 2026 at 2:57 PM

To: Amie Owens <aowens@franklinnc.com>, Stacy Guffey <sguffey@franklinnc.com>

Hi Amie and Stacy,

Our awning came in yesterday. I've attached screenshots of the amount we paid. I've also attached a copy of the KL Metals quote to install. We are also having a Logo neon sign made to go in the front top window. That quote is for \$442.

The grand total comes to \$11,221.24.

Best,
-Brooke & Rob

Your Price: 442USD (520USD 15%off for the first order)

Size(WxH): 220x45cm

Material: LED-neon tube (50,000 hours lifespan and the brightest LED on the market.)

Shipping: Complimentary (10-15days)

Warranty: 12 months for peace of mind.

Products

1 x Century Series Awning with 8"-Wide Flat Panels = \$6,433.00

Length along Building: 232"
Projection from Wall: 36"
Roof Panel Color: Black
Gutter & Brace Color: Gloss Black
Optional Downspout Kit Color: No downspout kit

- This item will be shipped in approximately 15 to 20 business days. Delivery may take up to 5 business days. Expect to receive it between July 29th and August 10th.
- Shipping time for this item is currently longer than normal due to an exceptionally busy season. We apologize for the inconvenience and appreciate your patience.
- If your awning is larger than 8' in width or projection, it may be shipped by a commercial freight carrier.
- Instructions are available at the following link:

https://www.generalawnings.com/download/Century_Instructions_6in_Gutter.pdf



Business, *1920
-\$6,433.00



DESCRIPTION

7109 VSA PUR GENERAL AWNING LLC 888-768-8404 FL (07/07/26 17:00:38)

DATE

July 8, 2026

CATEGORY



NOTE

0 / 150



Estimate_11298_from_KL_Metals_Inc.pdf

18K

KL Metals Inc
270 Highlands Road
Franklin, NC 28734 US
8285240761
klmetals88@gmail.com
klmetalsnc.com

**ADDRESS**

Rob Reale
Kitchen Sink, Inc.

SHIP TO

Rob Reale
Kitchen Sink, Inc.

Estimate 11298**DATE 05/05/2026****P.O. NUMBER**

Awning

SALES REP

KL

COLOR

TBD

DATE	DESCRIPTION	QTY	RATE	AMOUNT
Wood	2x6x12	10	13.48	134.80T
Wood	5/8 plywood	5	38.32	191.60T
Screws	3" wood screws	1	29.98	29.98T
Screws	1 1/2 wood screws	1	29.98	29.98T
Flat Stock Metal	48" x 10' (color dependent)	3	68.52	205.56T
Geocell	Geocell Clear Caulk Tube	4	8.85	35.40T
Dumping Fees	Fees Charged at Macon County Landfill for dumping demo materials	1	45.25	45.25T
	PREP OF WALL AND INSTALLATION OF AWNING			
Labor	Remove existing false stone above windows (behind false stone is only a wire mesh with no solid support)	1	3,398.85	3,398.85T
	Block out between existing upright wood supports for solid mounting area for back of awning to be screwed to			
	Install 5/8 CDX plywood over entire opening			
	Install moisture barrier over new plywood			
	Install flat stock metal over all new plywood area to prepare for installation of Awning			
	Install awning to be at least 12" higher to bottom of awning that exsiting awning			

PLEASE NOTE: ALL MATERIALS NOT PICKED UP WITHIN 30 DAYS WILL INCUR A 10% STORAGE FEE EVERY 30 DAYS
APPROVED MATERIAL RETURNS MUST BE RETURNED WITHIN 30 DAYS OF RECEIPT

Town of Franklin Incentive Application

Personal Information:

Name: Charles R Lovelace Phone: 478-718-9505
Address: 502 Loveman Lane Dalton GA 30720 Email: clovelace@nlcbuildingproducts.com

Business Information:

Name & Physical Address of Business: NLC Building Products LLC 301 Depot Street Franklin NC 28734
Mailing Address (other than Physical Address): PO Box 1149 Franklin NC 28744
Business Phone: 828-369-1280 Business Email: pbrowning@nlcbuildingproducts.com Tax ID #: 39-3315786

Property Owner Information (if different from Applicant):

Name of Property Owner: BRAD Holdings LLC
Mailing Address (other than Physical Address): PO Box 1149 Franklin NC 28744
Owner Phone: 706-847-0806 Owner Email: bperkinse@nlcbuildingproducts.com

Program(s) Being Requested - Please select those which apply:

☒ Facade Improvement Grant

☐ Rent Subsidy

☐ Sign Grant

☐ Other Incentive Grants

☐ Design Grant

Grant - various permit fees

Grant - Utility (water/sewer) connection

IMPORTANT - READ BEFORE SIGNING

With your signature below, you certify that you have read and understand the policies and guidelines for each program you are applying for; you understand that your eligibility and participation in these programs is not guaranteed and is contingent upon compliance with all program policies and guidelines; you understand that additional information may be required to complete the review of this application, or to evaluate your eligibility in these programs in the future.

Signature: [Signature]

Date: 2/23/2026

APPROVALS (as required):

Town Planner: _____ Date: _____

Town Manager: _____ Date: _____







Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 11-B

Department/Agency: Administration/Finance

Subject Matter: Contract and Agreement with J & B Disposal.

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: Recommend Approval

The Town of Franklin has had a long and successful relationship with J & B Disposal. The Town took over the pickup of cans on Main Street beginning July 1, 2026. The attached pricing is monthly and includes all of the dumpsters that the Town currently utilizes. The contract is within the Town Manager's signature threshold; however, as it is a multi-year contract, it will require Town Council approval. The contract period is five (5) years – through June 30, 2031.

Suggested Motion: If favorable, approve the new five-year contract between J & B Disposal and the Town of Franklin, as presented.

Attachments: Yes X No

Action Taken: _____

J&B Disposal Inc.
2076 Highlands Rd
Franklin NC 28734

7/27/26

Town Of Franklin
95 East Main St
Franklin NC 28734

Re: Contract and Agreement between Town of Franklin and J&B Disposal, Inc.

Mayor; Stacy K. Guffey
Town Administrator; Amie Owens
Town Council Board

On behalf of J&B Disposal Inc. I request that its contract and franchise agreement with the Town of Franklin be extended by additional five (5) years, running through July, 2031.

Due to the capital investments J&B Disposal Inc. has made and continues to make, it needs an extension of its contract and franchise agreement to make investments economically feasible.

Thank you for your help and consideration in this matter.

Sincerely,
Bonita Hamstra

A handwritten signature in cursive script that reads "Bonita Hamstra". The signature is written in dark ink and is positioned to the left of the printed name and title.

President
J&B Disposal Inc.

J & B Disposal, Inc.

2076 Highlands Road
Franklin, NC 28734
(828)369-2727

Invoice

Date	Invoice #
7/31/2026	07288950

Bill To
Town of Franklin PO Box 1479 Franklin N.C. 28744

P.O. No.	Terms	Project
	Net 10	

Quantity	Description	Rate	Amount
	Fuel Surcharge	15.00	15.00
	Police Dept 4 YD 1 x WK	162.92	162.92
	Town Office 4 YD 1 X WK	162.92	162.92
	Container Lock	3.00	3.00
	Water Plant 4 YD 1 x WK	162.92	162.92
	Sewer Plant 6 YD 2 x WK	428.21	428.21
	Maintance 4 YD 2 x WK	298.59	298.59
		0.00	0.00
		0.00	0.00
		0.00	0.00
	Lanfill Increase From 66.00 Per Ton To 72.00 Per Ton		
		0.00	0.00
	Service On Street Cans Was Suspended By Town On 7/1/26	0.00	0.00
	Sales Tax	0.00%	0.00
Thank you for your business.		Total	\$1,233.56



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 11-C

Department/Agency: Streets

Subject Matter: Request Approval of Award to HMC Paving Company, Inc. for multi-area paving and sidewalk project

Department Head's Comments/Recommendation: Recommend Approval

Town Manager's Comments/Recommendation: Recommend Approval

HMC Paving Company, Inc. submitted the lowest responsible, responsive bid for the Multi-area Paving and Sidewalk Project at \$635,126.99. The town staff recommend approval of the bid and contractor for this project. The funds were included in the FY 2026-2027 budget.

Suggested Motion: If favorable – Approve the bid award and contract to be approved by Town Attorney with HMC Paving Company, Inc. for the multi-area paving and sidewalk project, as presented.

Attachments: Yes X No

Action Taken: _____

Bid Submission
Town of Franklin Multi-Area Paving and Sidewalk Installation
Town of Franklin, NC

Item Number	Item Description	HMC Paving Company Inc.		Bryson Enterprises		Comments
		Unit Price	Extended Total Price	Unit Price	Extended Total Price	
1	Mobilization (all projects)	Lump Sum	\$ 25,000.00	Lump Sum	\$ 9,000.00	
	WOMEN'S HISTORY PARK					
2	Site Work and Grading	Lump Sum	\$ 3,000.00	Lump Sum	\$ 7,146.00	
3	Removal of existing asphalt and existing curb and gutter	22.50 ft	\$ 4,999.99	12.27 ft	\$ 3,375.00	
4	Addition of new curb and gutter	65.00 ft	\$ 14,300.00	55.00 ft	\$ 15,125.00	
5	New concrete sidewalk	10.00 ft	\$ 11,000.00	13.00 ft	\$ 12,350.00	
6	ADA domes at crosswalks	\$3,000 each	\$ 6,000.00	\$500 each	\$ 2,000.00	
7	Appropriate NCDOT approved signage and striping	Lump Sum	\$ 5,500.00	Lump Sum	\$ 15,000.00	
	TOTAL		\$ 44,799.99		\$ 54,996.00	
	MAPLE STREET & WEST PALMER STREET AT POLICE/FIRE DEPARTMENTS					
8	Site Work and Grading	Lump Sum	\$ 20,000.00	Lump Sum	\$ 7,208.00	
9	New concrete sidewalk (1,650 square feet)	10.00 ft	\$ 16,500.00	13.50 ft	\$ 21,450.00	Both had mathematical errors related to the total area
10	ADA domes at entry points and driveways	\$3,000 each	\$ 3,000.00	\$500 each	\$ 2,500.00	
11	Resurfacing of front lot at Police Department (1.5" overlay of 9.5F mix)	3.45 ft	\$ 16,800.00	6.03 ft	\$ 29,214.48	
12	Resurfacing of front lot at Fire Department (1.5" overlay of 9.5F mix)	3.45 ft	\$ 34,751.00	6.04 ft	\$ 60,971.71	
13	Extension of asphalt in front of Fire Department (approximately 4,000 sq ft)	4.45 ft	\$ 17,760.00	11.88 ft	\$ 47,538.25	
	TOTAL		\$ 108,811.00		\$ 168,882.44	
	STREET RESURFACING - THREE LOCATIONS - Hillside Street, Cherry Street and VanRaalte Street					
14	Total distance for three projects - 55,075 square feet	2.00 ft	\$ 110,142.00	2.80 ft	\$ 154,207.20	
	PARKING AREA RESURFACING - THREE LOCATIONS - Town Hall and Two (2) Public Parking Areas					
15	Resurfacing of lower parking lot at Town Hall	2.22 ft	\$ 29,760.00	2.80 ft	\$ 33,510.40	
16	Striping of lower parking lot at Town Hall	Lump Sum	\$ 5,000.00	Lump Sum	\$ 4,500.00	
17	Resurfacing of two (2) parking areas Palmer Street	2.00 ft	\$ 113,994.00	2.80 ft	\$ 159,600.00	
18	Striping of two (2) parking areas Palmer Street includes painting of tree well curbing	Lump Sum	\$ 10,000.00	Lump Sum	\$ 12,000.00	
	TOTAL		\$ 158,754.00		\$ 209,610.40	
	NEW PARKING AREA - SUNNYSIDE PARK - OFF VANRAALTE STREET					
19	Site Work and Grading (includes shaping of area)	Lump Sum	\$ 15,000.00	Lump Sum	\$ 32,220.00	
20	Two layer paved parking lot (4"gravel base and 2" binder coat with 1.5" finish coat)	4.79 ft	\$ 101,900.00	7.49 ft	\$ 159,277.29	
21	Striping, signage, curb and gutter	Lump Sum	\$ 48,400.00	Lump Sum	\$ 31,000.00	
	TOTAL		\$ 165,300.00		\$ 222,497.29	
22	Addendum 1 - 14 x 5 ft concrete ramp	Lump Sum		50.00 sq ft	\$ 3,500.00	Only one amount submitted for addendum 1 by HMC
23	Addendum 1 - 200 lf sidewalk	Lump Sum	\$ 22,320.00	16.00 sq ft	\$ 16,000.00	
	TOTAL		\$ 22,320.00		\$ 19,500.00	
	TOTAL BID COST		\$ 635,126.99		\$ 838,693.33	

HMC Paving Co Inc

Bid Submission

Town of Franklin Multi-Area Paving and Sidewalk Installation

Town of Franklin, NC

Item Number	Item Description	Unit Price	Extended Total Price
1	Mobilization (all projects)	Lump Sum	25,000.00
2	Site Work and Grading	Lump Sum	3000.00
3	Removal of existing asphalt and existing curb and gutter	22.50 FT	4999.99
4	Addition of new curb and gutter	65.00 FT	14,300.00
5	New concrete sidewalk	10.00 FT	11,500.00
6	ADA domes at crosswalks	3000 each	6,500.00
7	Appropriate NCDOT approved signage and striping		5500.00
8	MAPLE STREET & WEST PALMER STREET AT POLICE/FIRE DEPARTMENTS		
9	Site Work and Grading	10.00 FT	20,000
10	New concrete sidewalk	3000 each	16,850.00
11	ADA domes at entry points and driveways	31.00 sq yd	3000.00
12	Resurfacing of front lot at Police Department (1.5" overlay of 9.5F mix)	31.00 sq yd	16,800.00
13	Resurfacing of front lot at Fire Department (1.5" overlay of 9.5F mix)	31.00 sq yd	34751.00
14	Extension of asphalt in front of Fire Department (approximately 4,000 sq ft)	40.00 sq yd	17,760.00
15	STREET RESURFACING - THREE LOCATIONS - Hillside Street, Cherry Street and VanRaalte Street	18.00 sq yd	110,142.00
16	Total distance for three projects - 55,075 square feet		
17	PARKING AREA RESURFACING - THREE LOCATIONS - Town Hall and Two (2) Public Parking Areas	20.00 sq yd	29,760.00
18	Resurfacing of lower parking lot at Town Hall	18.00 sq yd	5000.00
19	Striping of lower parking lot at Town Hall	18.00 sq yd	113,994.00
20	Resurfacing of two (2) parking areas Palmer Street	10,000.00	10,000.00
21	Striping of two (2) parking areas Palmer Street includes painting of tree well curbing	43.12 sq yd	101,900.00
22	NEW PARKING AREA - SUNNYSIDE PARK - OFF VANRAALTE STREET		48,400.00
23	Site Work and Grading (includes shaping of area)		15,000.00
24	Two layer paved parking lot (4" gravel base and 2" binder coat with 1.5" finish coat)		101,900.00
25	Striping, signage, curb and gutter		48,400.00

TOTAL BID COST

612,556.99

Addendum # 1 Ramp/Handicap Sidewalk 214' \$ 22,320.00

\$ 634,876.99

EXHIBIT E

Bid Submission Acknowledgement

In submitting this proposal, it is understood that the unrestricted right is reserved by the Town in making the award to reject any and all proposals or parts thereof, or to waive any informalities or technicalities in said bids. The undersigned hereby certifies that this bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has it, in any manner, sought by collusion to secure for himself and advantage over any other bidder.

Print Name Mark H. Fortner

Signature 

President

Title

7/16/2026

Date

State of North Carolina

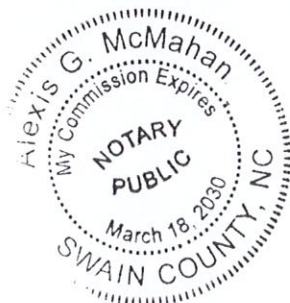
County of Swain

I, Alexis G. McMahan Notary Public, do hereby certify that Mark H. Fortner

[Name of Individual(s) Whose Acknowledgment is Being Taken] personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this 16th day of July, 2026

(Official Seal)



Alexis G. McMahan
Official Signature of Notary

Alexis G. McMahan
Notary's Printed or Typed Name

My Commission Expires: March 18, 2030

PROPOSAL RESPONSE

Town of Franklin

Multi-Area Paving and Sidewalk Installation Project

RFP Posting Date: June 16, 2026

Proposal Due Date: July 16, 2026

Submitted By

HMC Paving and Construction, Inc.

25 Holly Hill Road

Bryson City, NC 28713

Phone: (828) 488-6298

Email: hmc.paving@aol.com

Company Overview

HMC Paving and Construction, Inc. is a North Carolina-based contractor specializing in asphalt paving, grading, site preparation, sidewalk construction, and pavement striping. We are committed to providing quality workmanship, safe construction practices, and timely project completion while meeting all applicable North Carolina Department of Transportation (NCDOT) specifications. General Unlimited HWY License Number: 57669.

Project Understanding

HMC Paving and Construction, Inc. understands the Town of Franklin is seeking qualified contractors to perform grading, asphalt paving, sidewalk installation, and pavement striping for multiple project locations throughout the Town.

We are prepared to furnish all labor, equipment, materials, supervision, and transportation necessary to successfully complete the project in accordance with the project specifications and schedule.

Scope of Services

HMC Paving and Construction, Inc. proposes to provide the following services:

- Site grading and preparation
 - Asphalt paving
 - Sidewalk installation
 - Concrete work as required
 - Pavement striping and markings
 - Traffic control, if required
 - Final site cleanup
-

Experience and Qualifications

HMC Paving and Construction, Inc. has successfully completed numerous municipal and NCDOT paving projects throughout Western North Carolina.

NCDOT Division 14 References

- Contract No. CT204488
- Contract No. CT204715
- Contract No. CT204828

Additional references are available upon request.

Proposed Schedule

Project scheduling shall be coordinated with the Town of Franklin.

Anticipated Construction Schedule: To Be Determined during the 2026 construction season.

HMC Paving and Construction, Inc. is committed to maintaining project schedules while minimizing disruptions to residents and businesses.

Hourly Equipment and Labor Rates

Description	Rate
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Description	Rate
Laborers	\$23.00/hour
Truck Drivers	\$24.00/hour
Hauling Equipment	\$140.00/hour

Material pricing and unit pricing will be provided upon request or as required by the project bid documents.

Commitment

HMC Paving and Construction, Inc. appreciates the opportunity to submit this proposal to the Town of Franklin. We are committed to delivering a high-quality project that meets the Town's expectations for safety, workmanship, and value.

Should you require additional information or wish to discuss this proposal, please contact us.

Thank you for your consideration.

Submitted By:

HMC Paving and Construction, Inc.

25 Holly Hill Road

Bryson City, NC 28713

(828) 488-6298

hmc.paving@aol.com



HMCPAVI-01

NLEQUIRE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/16/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Farley Insurance Services
1004 Hwy. 64 West
PO Box 640
Murphy, NC 28906

CONTACT NAME:
PHONE (A/C, No, Ext): (828) 837-7447 **FAX (A/C, No):** (828) 837-9105
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Owners

32700

INSURER B: Carolina Mutual Insurance Company

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
The HMC Paving & Construction Co Inc.
25 Holly Hill Rd
Bryson City, NC 28713-4504

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
☒ COMMERCIAL GENERAL LIABILITY						
☐ CLAIMS-MADE ☒ OCCUR			35958450	9/15/2025	9/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:						
☐ POLICY ☒ PROJECT ☒ LOC						
OTHER: General Aggregate						
☒ AUTOMOBILE LIABILITY						
☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			4895845000	9/15/2025	9/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
☒ UMBRELLA LIAB ☒ OCCUR						
EXCESS LIAB CLAIMS-MADE			4895845001	9/15/2025	9/15/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 DED ☒ RETENTION \$ 10,000
☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N		N/A	WC21909-2025	9/15/2025	9/15/2026	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Town of Franklin
95 East Main St
Franklin, NC 28734

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Notaska Liguire



PREPARED BY

Justin Hicks

Bryson Grading & Paving

(828) 526-9348

justin@brysongrading.com

2939 Cashiers Rd, Highlands, NC 28741, USA

PREPARED FOR

CHRIS WALDROOP

TOWN OF FRANKLIN

(828) 421-3948

cwaldroop@franklinnc.com

95 E Main St, Franklin, NC 28734, USA

ESTIMATE DETAILS

95 E Main St, Franklin, NC 28734, USA

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Mobilization	1	\$9,000.00	\$9,000.00
WOMENS HISTORY PARK			\$54,996.00
SITE WORK AND GRADING	1 Lump Sum	\$7,146.00	\$7,146.00
REMOVAL OF EXISTING ASPHALT AND CURB AND GUTTER	275 Linear Feet	\$12.27	\$3,375.00
ADDITION OF NEW CURB AND GUTTER	275 Linear Feet	\$55.00	\$15,125.00
NEW CONCRETE SIDEWALK	950 Square Feet	\$13.00	\$12,350.00
ADA DOMES AT CROSSWALKS	4 Each	\$500.00	\$2,000.00
APPROPRIATE NCDOT APPROVED SIGNAGE AND STRIPING NO SIGNS INCLUDED PER CHRIS	1 Each	\$15,000.00	\$15,000.00
MAPLE STREET & WEST PALMER STREET AT POLICE/FIRE DEPARTMENTS			\$170,182.44
SITE WORK AND GRADING	1 Each	\$7,208.00	\$7,208.00
NEW CONCRETE SIDEWALK	1,750 Square Feet	\$13.00	\$22,750.00
ADA DOMES AT ENTRY POINTS AND DRIVEWAYS	5 Each	\$500.00	\$2,500.00
RESURFACING OF FRONT LOT AT POLICE DEPARTMENT (1.5" OF 9.5F MIX)	4,844 Square Feet	\$6.03	\$29,214.48
RESURFACING OF FRONT LOT AT FIRE DEPARTMENT (2" OVERLAY OF 9.5F MIX)	10,092 Square Feet	\$6.04	\$60,971.71
EXTENSION OF ASPHALT IN FRONT OF FIRE DEPARTMENT (APPROXIMATELY 4,000 SF)	4,000 Square Feet	\$11.88	\$47,538.25
STREET RESURFACING- THREE LOCATIONS- HILLSIDE STREET, CHERRY STREET AND VANRAALTE STREET NO TRAFFIC CONTROL INCLUDED. EACH ROAD TO BE CLOSED WHILE PAVING	55,074	\$2.80	\$154,207.20
PARKING AREA RESURFACING- THREE LOCATIONS TOWN HALL AND TWO (2)			\$209,610.40

PUBLIC PARKING AREAS

RESURFACING OF LOWER LOT AT TOWN HALL	11,968 Square Feet	\$2.80	\$33,510.40
STRIPING OF LOWER LOT AT TOWN HALL	1 Each	\$4,500.00	\$4,500.00
RESURFACING OF TWO (2) PARKING AREAS PALMER STREET	57,000 Square Feet	\$2.80	\$159,600.00
STRIPING OF TWO (2) PARKING AREAS PALMER STREET INCLUDES PAINTING OF TREE WELL CURBING	1 Each	\$12,000.00	\$12,000.00

NEW PARKING AREA- SUNNYSIDE PARK - OFF VANRAALTE STREET

\$223,097.29

SITE WORK AND GRADING (INCLUDES SHAPING OF AREA)	1	\$32,220.00	\$32,220.00
TWO LAYER PAVED PARKING LOT (4" GRAVEL BASE, 2" BINDER COAT WITH 1.5" FINISH COAT)	21,270 Square Feet	\$7.49	\$159,277.29
STRIPING, SIGNAGE, CURB AND GUTTER	1	\$31,600.00	\$31,600.00

ADDENDUM 1 ADDITION OF A 14' ADA RAMP AND 200 +/- FOOT OF SIDEWALK

\$19,500.00

CONCRETE CONCRETE RAMP	70 Square Feet	\$50.00	\$3,500.00
CONCRETE CONCRETE SIDEWALK PER SF	1,000 Square Feet	\$16.00	\$16,000.00

TOTAL \$840,593.33**Pricing and Validity**

All quoted prices remain valid for thirty (30) days from the date of proposal.

Payment Terms

Contract Execution: A signed contract must be received and processed before scheduling work to commence.

Payment Schedule:

- Final payment is due upon receipt of invoice
- Invoices not paid within thirty (30) days are subject to a two percent (2%) monthly interest charge

Limitations of Liability

Underground Utilities and Infrastructure: The Company assumes no responsibility for damage to underground utilities, asphalt surfaces, concrete structures, or paver brick installations on roadways or driveways utilized during project execution.

Scope Limitations: Solid rock removal is excluded from standard services unless specifically itemized in the contract scope of work.

Performance Standards: The Company is not liable for work deficiencies resulting from conditions beyond our reasonable control.

Subsurface Conditions: Additional costs may apply for unforeseen subsurface water management requirements.

Warranty Exclusions: Paving installations with grades less than 1.5% are excluded from warranty coverage.

Payment Authorization

Split payment arrangements require written authorization prior to project commencement. Representatives acting on behalf of multiple property owners assume full financial responsibility for all contracted services.

The above specifications, costs, and terms are hereby accepted.

CUSTOMER'S SIGNATURE

DATE

EXHIBIT E

Bid Submission Acknowledgement

In submitting this proposal, it is understood that the unrestricted right is reserved by the Town in making the award to reject any and all proposals or parts thereof, or to waive any informalities or technicalities in said bids. The undersigned hereby certifies that this bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has it, in any manner, sought by collusion to secure for himself and advantage over any other bidder.

Print Name Tony Potts

Signature Tony Potts

CFO
Title

7/29/20
Date

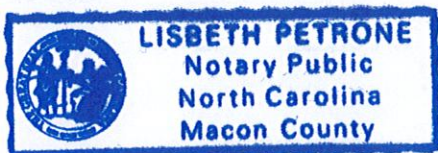
State of North Carolina

County of Macon

I, Lisbeth Petrone, Notary Public, do hereby certify that Tony Potts
[Name of Individual(s) Whose Acknowledgment is Being Taken] personally appeared before me
this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this 29th day of July, 2020

(Official Seal)



Lisbeth Petrone
Official Signature of Notary

Lisbeth Petrone
Notary's Printed or Typed Name

My Commission Expires: 02/17/31

Town of Franklin
Request for Proposal:
Multi-Area Paving and Sidewalk Installation Project
Original Posting date: June 16, 2026
Reposting date: July 17, 2026
Due Date: July 30, 2026 at 3:00 p.m.

I. PROJECT BACKGROUND

Franklin (the “Town”) is a town in and the county seat of Macon County, North Carolina. It is situated within the Nantahala National Forest. The population is approximately 4,350. Franklin is a popular destination for hikers and outdoor enthusiasts, specifically in relation to the Nantahala National Forest, the Great Smoky Mountains, and the Appalachian Trail. The town and the surrounding area are rich in gems and minerals, and is known locally as the "Gem Capital of The World."

Franklin has been celebrated as a thriving community with many outdoor and recreational amenities. As part of an effort to maintain and improve this livability, the Town is working to make repairs to sidewalks in order to ensure continued accessibility and walkability within the town.

II. SCOPE OF WORK

The Town of Franklin is soliciting bids for a project (this Request for Proposals, the “RFP”) which will include the paving and striping of three (3) existing public parking areas with one extension of asphalt parking area, overlay paving of three (3) streets, installation two (2) sidewalks, curb and gutter, and curb ramps, and the construction of one (1) new parking area including curb and gutter. Any existing features that are removed are to be replaced and brought into ADA compliance with proper, widths, slopes and grades. The installations shall occur at various locations within the Town limits.

Description:

A. The contractor shall furnish all labor, material, equipment necessary to demolish, remove, regrade, resurface and/or replace all areas outlined in this RFP in accordance with specifications and per applicable standards and ADA requirements. Bids shall include the areas identified in Exhibits A – D and as discussed during **the mandatory site visit**. Bids should therefore also include a unit price per square foot of additional work.

B. The work shall include, but shall not be limited to the following (not necessarily in the order indicated):

1. Contractor shall be responsible for locating all utilities within the work zone. All utility locations must remain active during construction process.
2. Contractor is responsible for all necessary permitting, encroachment agreements, and

any other required documents needed by Town, County, or State to start and complete project.

SIDEWALKS

3. Subgrades shall be free of all foreign and loose materials; replace as necessary to create a proper base for the concrete.
4. Compact existing subgrade to 95% compaction prior to placing new concrete.
5. All sidewalk concrete shall have a compressive strength of at least 3,000 PSI @ 28 days and 4" thick.
6. Any utility boxes or manholes within the sidewalk must be adjusted by the Town utility department, or owner of the utility, and shall be flush with final grade. All adjustment cost shall be the responsibility of the contractor.
7. Where applicable, sidewalks will be five (5) feet in width with appropriate cross slope. This determination will be made by Town designated staff.
8. Maximum allowable cross slope must comply with ADA requirements (2%, or 1 inch per foot maximum).
9. All concrete surfaces shall receive a light broom finish unless noted otherwise by Town of Franklin personnel.
10. Backfill of soil material will be completed to specifications, or as directed by Town of Franklin designated employee. All exposed soil is required to be covered with seed and straw, hydroseed, or seed and straw matting for erosion control.
11. Any concrete truck shall wash out only in Town approved areas.
12. All ramp textures must consist of truncated dome surface; ramps to be compliant with ADA standards.
13. All ramps will have detectable warning surface (i.e., truncated domes), shall be a minimum of 24" in depth in the direction of pedestrian travel, and extend the full width of the curb ramp or landing where the pedestrian access route enters the street. All ramp slopes must meet ADA requirements with slope no greater than 8%, where 8 % cannot be met, a 15' construction length will be acceptable.

PAVING

14. Asphalt pavement resurfacing services including removal of existing pavement when necessary, preparing the surface as required, providing new asphalt pavement as specified

ALL FACETS OF PROJECT:

15. The contractor shall sole responsibility for safety on this project.
16. The contractor will provide necessary and prudent barricades, signs, fencing, warning lights, trench safety measures and devices, work methods and all other safety measure necessary to protect the Town, general public, contractor, and employees.
17. Traffic safety measures shall be used within the street right-of-way to protect the traveling public.
18. The contractor shall take precautions to not track debris, dirt and mud from the site onto adjacent street and sidewalks.
19. The contractor will be responsible for maintaining the traffic control devices and protective devices used, as well as removing them from the site once they are no longer needed.
20. With designated Town staff, evaluate the risk of soil compaction due to heavy equipment use around each construction/repair site. Substantial ruts, tracks, indentations, or other soil/turf damage to existing soil conditions must be fully repaired prior to project completion.
21. Only vehicles necessary for construction activities are allowed to be parked on the grass. Delivery trucks, pickups for transporting crews, etc. must park in parking spaces reserved for the contractor. Contractor to notify designated Town staff with the number of spaces required so Grounds can place barriers in front of parking spaces reserved for the contractor.
22. Any damage to public property belonging to the Town or any other unit of government, or to private property, including without limitation utilities, roads, sidewalks, ramps, curbs, etc. during project installation must be fully repaired at contractor's expense and to the satisfaction of all relevant Town of Franklin parties.
23. Contractor is responsible for removing all debris from properties related to construction Activities; this includes all cones or traffic control devices and signs.
24. Town designated staff must be notified immediately in the event of a fuel, oil, or chemical spill.
25. All contractor employees will abide by Town policies and maintain professional conduct respecting general public and Town staff.
26. Work to occur so as to minimize disruptions to normal business activities.

27. Coordinate the replacement of concrete with Town so as not to have too many locations under construction at any given time.

III. SUBMISSIONS & RESPONSE FORMAT

A. Questions:

Questions concerning this RFP must be made via email to the point of contact below. Responses to all submitted questions will be posted at: <https://franklinnc.com/bid-requests-town-franklin-nc.html>. Any revisions, addendums, and answers to questions received at least a week before the proposal due dates will be sent to those who directly received this RFP.

A mandatory pre-bid site visit will be required for all bids to be accepted. Respondents can inspect all streets, parking lots and sidewalk locations on their own time, but a site visit must be scheduled through the point of contact below.

B. Deadline:

The deadline for responding to this RFP is **3:00 p.m. on Thursday, July 30, 2026**. It is the responsibility of the firm submitting proposals to ensure that the point of contact has received a completed proposal by the required deadline.

Point of Contact:
Chris Waldroop
Streets Supervisor
Town of Franklin
95 East Main Street
Franklin, NC 28734
cwaldroop@franklinnc.com
828-524-2516 x 405

The Department of Public Works prefers to receive submitted materials via mail or Courier with subject line "Proposal Paving and Sidewalk Installation Project".

C. Submissions:

Responses are encouraged to be concise. Respondents may partner with other firms, local or otherwise, in order to provide the best possible proposal for ensuring quality and efficient completion of the project tasks. All proposals must include, at a minimum, the following:

1. A cover page including the Request for Proposals title and applicant firm's name, any sub-Respondents or other partners, and the office location from which the work will originate.
2. A summary of the Respondents' understanding and approach of the project Scope of Work.
3. A Statement of Qualifications applicable to this project including the names, qualifications and proposed duties of the teams' staff to be assigned to this project; a listing of recent similar

projects completed, including the names, titles, addresses, and telephone numbers of the appropriate persons whom the Town should contact.

4. A schedule of the work including proposed dates for each submittal discussed in the Scope of Work above.
5. A copy of the Respondent's hourly rate schedule for all personnel, and project costs anticipated to be involved in the project, and a statement that said hourly rate schedule is part of the Respondent's Proposal for use in invoicing for progress payments and for extra work incurred that is not part of this RFP. All extra work will require prior approval from the Town.

IV. RESPONDENT SELECTION

Proposals will be reviewed and evaluated by Town staff based on the information provided. The Project will be awarded, subject to a satisfactory contract, to the lowest responsive responsible bidder.

Additional information may be requested prior to final selection. Final costs will be determined through negotiations with the selected firm.

V. EXHIBITS

Exhibit A: Areas where sidewalk construction will occur including measured footage.

Exhibit B: Areas where new parking area will occur including measured footage

Exhibit C: Areas where resurfacing will occur on town-owned streets

Exhibit D: Areas where resurfacing will occur in public parking areas, including the extension of one (1) parking area

Exhibit E – Bid Submission Acknowledgement – to be returned as part of the submission packet.

VI. CONTRACTING

The selected Respondent must qualify as an independent contractor and, prior to being awarded a contract, must apply for registration in North Carolina. The contract will not be executed until the Respondent is registered with the Secretary of State's Office.

Prior to beginning any work, the Respondent shall obtain Insurance Coverage in accordance with the Town's policies. The certificate of insurance coverage shall be documented on forms acceptable to the Town.

VII. AGREEMENT REQUIREMENTS

The selected Respondent will be required to execute a contract with the Town on the terms and conditions required by the Town.

VIII. LIMITATIONS OF LIABILITY

The Town assumes no responsibility or liability for the response to this Request for Proposals.

IX. COSTS ASSOCIATED WITH PROPOSAL

Any costs incurred by any person or entity in preparing, submitting, or presenting a proposal are the sole responsibility of that person or entity, including any requests for additional information or interviews. The Town will not reimburse any person or entity for any costs incurred prior to the issuance of the contract.

X. INDEMNIFICATION

Any party responding to this Request for Proposals is acting in an independent capacity and not as an officer or employee of the Town. Any party responding to this Request for Proposals will be required to indemnify, defend, and hold harmless the Town, its officers, and employees from all liability and any claims, suits, expenses, losses, judgments, and damages arising as a result of the responding party's acts and/or omissions in or related to the response.

XI. REJECTION OF PROPOSALS

The Town reserves the right to reject any or all proposals, to negotiate with one or more parties, or to award the contract to the proposal the Town deems will meet its best interests, even if that proposal is not the lowest bid. The Town reserves the right to re-advertise for additional proposals and to extend the deadline for submission of the proposals. This Request for Proposals in no way obligates the Town to award a contract.

XII. OWNERSHIP OF DOCUMENTS

Any materials submitted to the Town in response to this Request for Proposals shall become the property of the Town unless another arrangement is made by written agreement between the Town and the responding party. The responding party may retain copies of the original documents.

XIII. DUTY TO INFORM TOWN OF BID DOCUMENT ERRORS

If a bidder knows, suspects, or has reasonable cause to believe, that an error or omission exists in any of the bid documents, including but not limited to unit prices and rate calculations, the bidder shall immediately give the Town written notice thereof. Respondents shall not cause or permit any work to be conducted that may be related to the error or omission without first receiving written acknowledgment from the Town that Town representatives understand the possible error or omission and have approved the requested modifications to the bid or contract documents or that the Respondent may proceed without any modification being made to the bid or contract documents.

XIV. PUBLIC RECORDS

Any and all records submitted to the Town, whether electronic, paper, or otherwise recorded, are subject to the North Carolina Public Records Law. The determination of how those records must be handled is solely within the purview of Town. All records the responding party considers to be trade secrets, as that term is defined by subsection 132-1.2 of the Public Records Act, or that the responding party otherwise seeks to have the Town consider as exempt must be identified clearly and specifically at the time of submission. It is not sufficient to merely state generally that a proposal is proprietary, contains a trade secret, or is otherwise exempt.

EXHIBIT A

Sidewalk installation locations and distances

Women's History Park – Big Bear Lane:

- Big Bear Lane from its intersection with East Palmer Street and East Main Street.
- Distance is +/- 1,398 feet
- Removal of existing asphalt and existing curb and gutter
- Addition of new curb and gutter
- ADA Domes at Crosswalks
- New concrete sidewalk
- Appropriate NCDOT approved signage and striping

Approved NCDOT plan on page to follow.

Maple Street and West Palmer Street (In Front of Franklin Fire Department) (defined in blue)

- Maple Street and West Palmer Street
- Distance is +/- 1,650 feet
- New sidewalk with ADA Domes where appropriate
- Will require some leveling and grading work

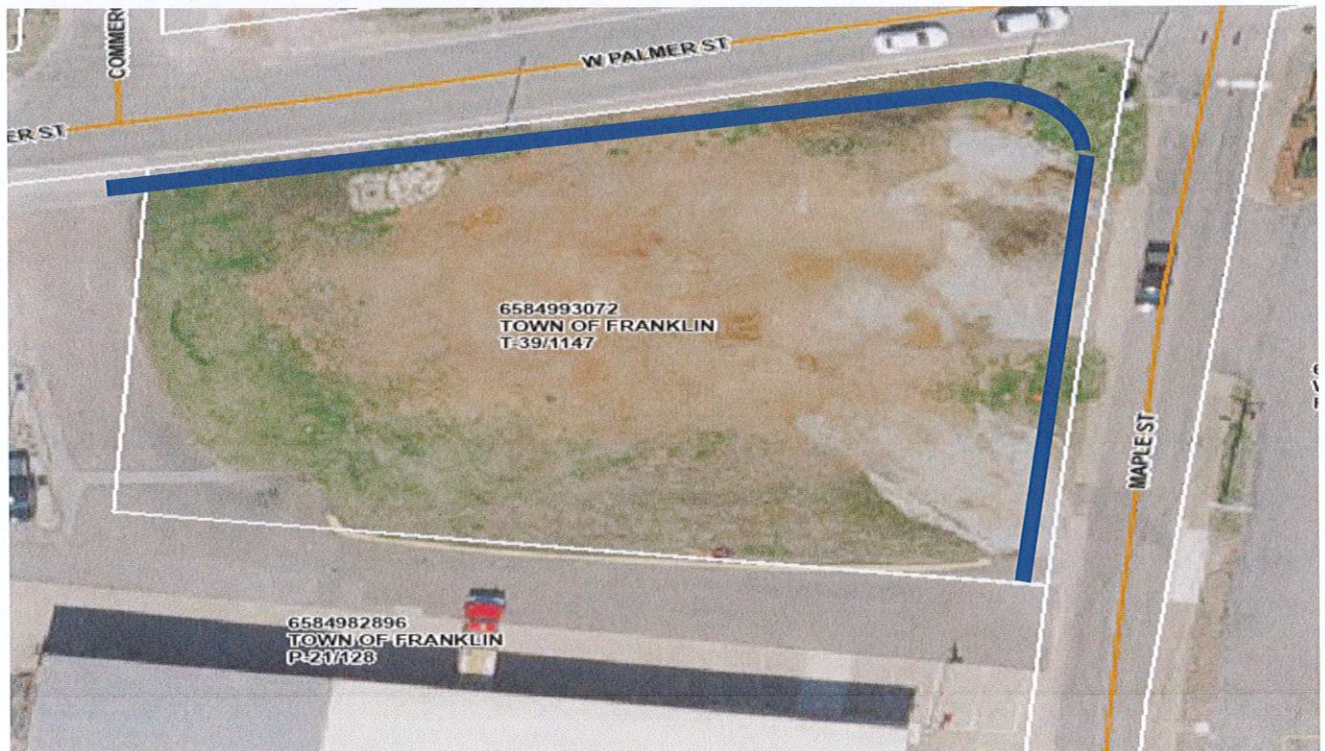


EXHIBIT B

Areas where new parking area will occur including measured footage

Sunnyside Park – New Parking Area – off VanRaalte Street

- Turfing off and shaping the parking area
- Project area is +/- 21,270 square feet
- Two layer paved parking lot (4" gravel base with 2" binder coat asphalt with 1.5" finish coat)
- Striping, signage
- Curb and Gutter



EXHIBIT C

Areas where resurfacing will occur on town-owned streets

Paving of Hillside Street (red arrow)

- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 13,530 square feet

Paving of Cherry Street (yellow arrow)

- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 32,760 square feet

Paving Van Raalte Street (blue arrow)

- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 8,784 square feet

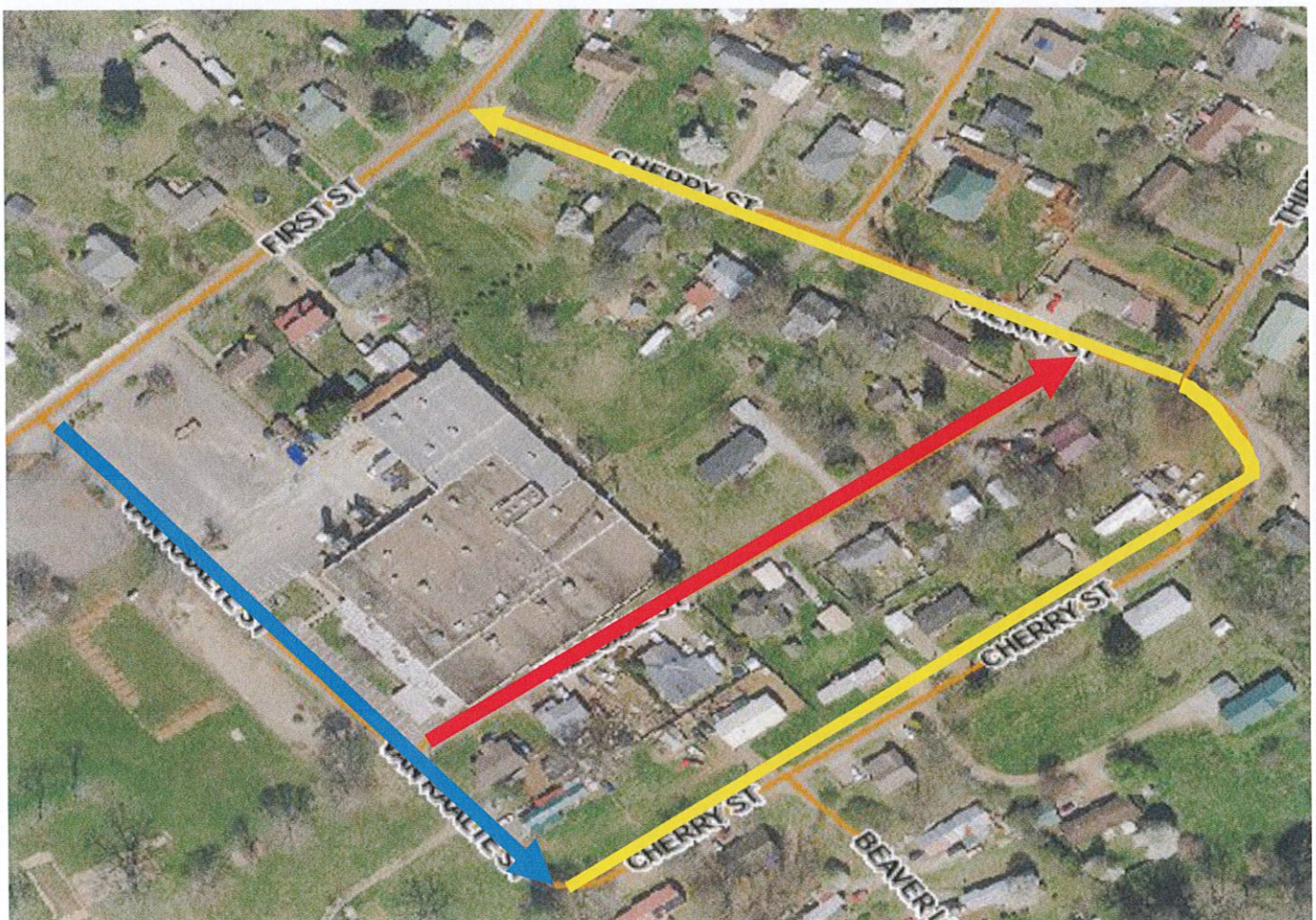


EXHIBIT D

Areas where resurfacing will occur in public parking areas, including the extension of one (1) parking area

Town Hall Lower Parking Lot – 95 E. Main Street

- Resurface lower parking lot
- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 13,400 square feet
- Striping of spaces



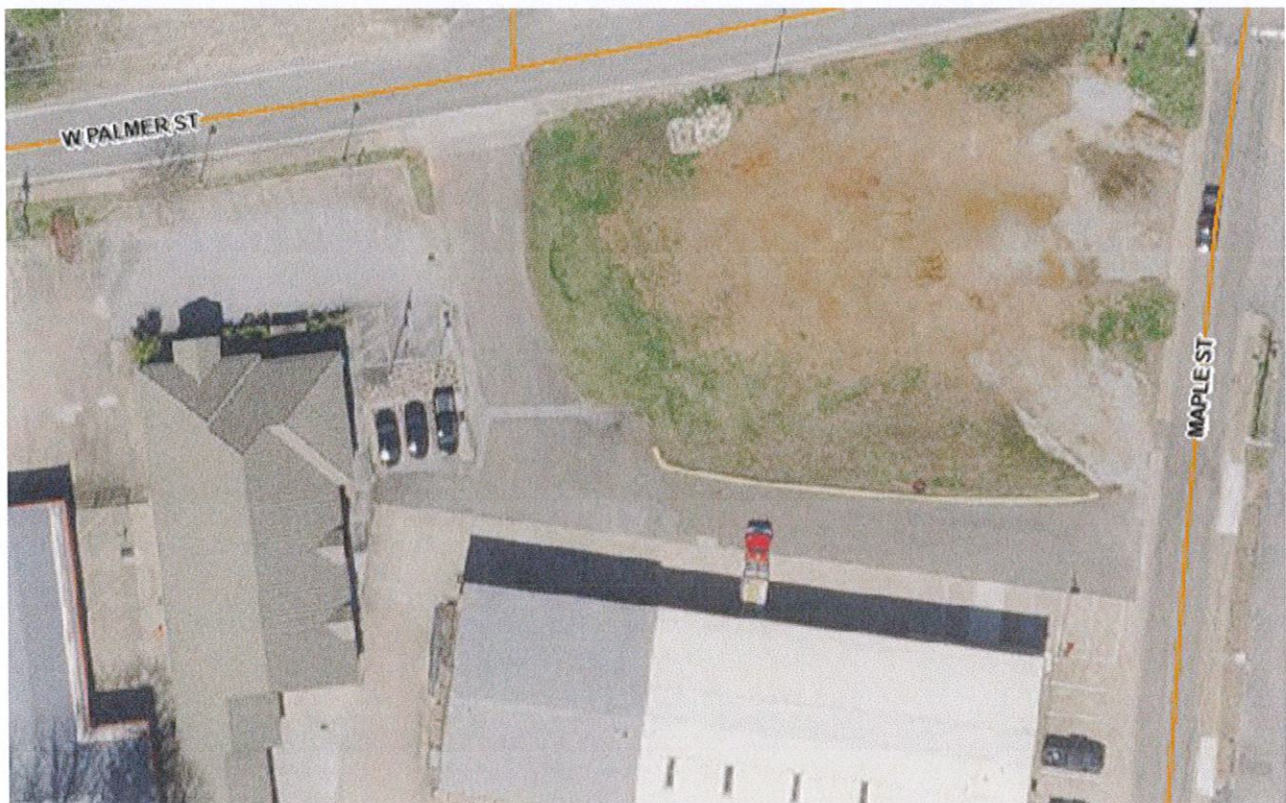
Public Parking Areas on Palmer Street

- Resurface both parking areas
- Overlay of 1.5" after compaction of 9.5F mix
- Distance +/- 57,000 square feet
- Striping of spaces and tree well curbing



Police and Fire Department Parking Areas and Extension of Asphalt in front of Fire Department

- Resurface Front Parking Lot at Police Department
- Overlay of 1.5" after compaction of 9.5F Mix
- Distance +/- 4,844 square feet
- Striping of Spaces
- Resurface Front Parking Lot at Fire Department
- Overlay of 1.5" after compaction of 9.5F Mix (may require some milling due to cracking)
- Distance +/- 10,092 square feet
- Striping of Spaces
- Extension of asphalt in front of fire department
- Distance +/- 4,000 square feet



ADDENDUM #1

July 17, 2026

PROJECT: Multi-Area Paving and Sidewalk Installation Project

Changes and Clarifications – General

1. N/A

Response to Bidder Questions

1. N/A

Changes and Clarifications to Drawings

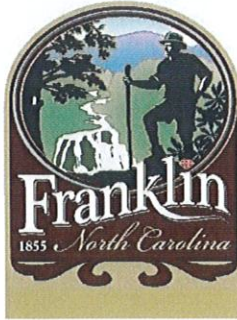
1. N/A

Changes and Clarifications to the Specifications

Addition of a 14' concrete ramp that is ADA compliant to connect the platform at the inclusive play area to the walkway leading to the restrooms. The connection is +/- 200 linear feet.

All other terms and conditions remain the same. Contractor must acknowledge issuance of this addendum in their proposal. The bid closing date is **Thursday, July 30, 2026 at 3:00 PM.**

Town of Franklin



Agenda Item – Town Council

Meeting Date: August 3, 2026

Agenda Item #: 11-D

Department/Agency: Ordinance Review Committee

Subject Matter: Request Adoption of Utility Service Refunds Policy

Department Head's Comments/Recommendation: N/A

Town Manager's Comments/Recommendation: Recommend Approval

The Town Council has been approached on several occasions related to refund of tap and system development (availability) fees by developers. The town did not have a policy related to refunding of these fees that included specific criteria and the Town Council had to make a decision for each request. The Ordinance Review Committee met on June 29, 2026 to discuss the proposed utility service refunds policy and the draft is included for review.

Suggested Motion: If favorable, adopt the Utility Service Refunds Policy, as presented.

Attachments: Yes X No

Action Taken: _____

Town of Franklin

Utility Service Refunds Policy

A. Residential Accounts

Applications for new water service accounts for renters require either a satisfactory credit check, or a deposit of \$100 for good credit, \$150 for fair credit, or \$200 for poor credit, or lack of credit history. Upon termination of service, provided that the account is paid in full, the deposit will be refunded to the account holder.

B. Tap and Availability Fees

Extensions of water and sewer service to new locations require payment of a tap fee and a system development (availability) fee. All fees are set on an annual basis in the Town's budget ordinance; it represents the Town's personnel expenses incurred to perform water and sewer taps, install meters, and to purchase necessary equipment, materials, and accessories. System development fees are authorized by Chapter 162, Article 8 of the North Carolina General Statutes, and are calculated on a periodic basis as provided therein to recoup costs incurred by the Town to provide existing facilities serving new development. Tap and system development fees represent actual costs to the Town and its system, and failing to charge such fees constitute a burden to the Town's existing customers. **It is therefore the Town's general policy that refunds are not available, except as provided in this policy.**

In the event that new development requiring payment of tap and system development fees is not completed, the applicant may apply to the Public Works Director for a refund, which the Town Manager may approve on the following bases:

1. **Application Procedure**: The applicant must apply to the Public Works Director in writing, and must demonstrate that the fees paid are refundable on the grounds set forth in this policy
2. **Services Eligible for Refund**: In order to protect the Town from out-of-pocket expenses that larger services incur, only residential services with a size of 1 inch or less are eligible for a refund of tap and system development fees. **Fees collected for any larger-sized service are not eligible for refunds.**
3. **Tap fees**: If any portion of the tap fee has already been expended in preparation for establishing service, those amounts are subject to refund only if the Public Works Director determines, in consultation with the Water/Sewer Supervisor, that any equipment purchased for the applicant is useful for other purposes.

4. **System Development Fees**: System development fees for applications that are eligible under this policy, will be refunded.

Adopted: August 3, 2026
Revised:
Maintained by: Administration

Monthly Reports

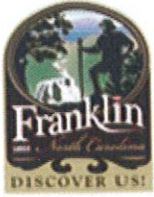
Memo

To: Amie Owens
From: Finance Office
Date: July 30, 2026
Re: Monthly Department Report

Report for July 2026

- ❖ Working on analyzing accounts and preparing year-end entries in preparation for final audit fieldwork which is scheduled for week of August 3rd, 2026. Working closely with auditors to prepare entries and reports that will be necessary within the coming weeks.
- ❖ Submitted Powell Bill Annual Certification Report and Expenditure Report and LGC 203 Reports to appropriate agencies due for year ending June 30, 2026.
- ❖ Installed FY26-27 budget for processing in ERP Pro10. Worked with key personnel on year-end close procedures in Financials, Payroll & A/P, Utility Billing, and Tax for close of day June 30 for closing of FY25-26.
- ❖ Sarah attended the North Carolina Local Government Budget Association summer conference in Asheville, NC July 8th-10th.
- ❖ **Sales & Use Tax Revenue** received in June 2026 was \$161,901.16 (this is an increase of 9.6% over June 2025), July 2026 was \$151,353.46 (this is an increase of 5.5% over July 2025). We have currently collected 126% of our budgeted collections amount for the current fiscal year with 2 months' worth of revenue left to collect.
- ❖ Attached are Budget Reports for an overall view of Revenues and Expenditures for General, Fire, and Water & Sewer Funds at this time.

Sarah R. Bishop
Town of Franklin
Finance Officer
828-524-2516 Ext. 304



Franklin, NC

Budget Report Group Summary

For Fiscal: 2026-2027 Period Ending: 07/31/2026

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 10 - GENERAL FUND						
Revenue	7,455,296.00	7,457,815.33	49,346.76	49,346.76	-7,408,468.57	99.34%
Fund: 10 - GENERAL FUND Total:	7,455,296.00	7,457,815.33	49,346.76	49,346.76	-7,408,468.57	99.34%
Fund: 28 - FIRE						
Revenue	1,785,443.00	1,785,443.00	2,675.00	2,675.00	-1,782,768.00	99.85%
Fund: 28 - FIRE Total:	1,785,443.00	1,785,443.00	2,675.00	2,675.00	-1,782,768.00	99.85%
Fund: 60 - WATER AND SEWER						
Revenue	5,485,384.00	5,485,384.00	462,016.70	462,016.70	-5,023,367.30	91.58%
Fund: 60 - WATER AND SEWER Total:	5,485,384.00	5,485,384.00	462,016.70	462,016.70	-5,023,367.30	91.58%
Report Total:	14,726,123.00	14,728,642.33	514,038.46	514,038.46	-14,214,603.87	96.51%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
10 - GENERAL FUND	7,455,296.00	7,457,815.33	49,346.76	49,346.76	-7,408,468.57	99.34%
28 - FIRE	1,785,443.00	1,785,443.00	2,675.00	2,675.00	-1,782,768.00	99.85%
60 - WATER AND SEWER	5,485,384.00	5,485,384.00	462,016.70	462,016.70	-5,023,367.30	91.58%
Report Total:	14,726,123.00	14,728,642.33	514,038.46	514,038.46	-14,214,603.87	96.51%



Franklin, NC

Budget Report Group Summary

For Fiscal: 2026-2027 Period Ending: 07/31/2026

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
Fund: 10 - GENERAL FUND Expense	7,455,296.00	7,457,815.33	559,807.30	559,807.30	169,865.47	6,728,142.56	90.22%
	7,455,296.00	7,457,815.33	559,807.30	559,807.30	169,865.47	6,728,142.56	90.22%
Fund: 28 - FIRE Expense	1,785,443.00	1,785,443.00	147,846.11	147,846.11	70,582.05	1,567,014.84	87.77%
	1,785,443.00	1,785,443.00	147,846.11	147,846.11	70,582.05	1,567,014.84	87.77%
Fund: 60 - WATER AND SEWER Expense	5,485,384.00	5,485,384.00	233,487.37	233,487.37	569,934.39	4,681,962.24	85.35%
	5,485,384.00	5,485,384.00	233,487.37	233,487.37	569,934.39	4,681,962.24	85.35%
Report Total:	14,726,123.00	14,728,642.33	941,140.78	941,140.78	810,381.91	12,977,119.64	88.11%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Remaining
						Favorable	(Unfavorable)	
10 - GENERAL FUND	7,455,296.00	7,457,815.33	559,807.30	559,807.30	169,865.47	6,728,142.56		90.22%
28 - FIRE	1,785,443.00	1,785,443.00	147,846.11	147,846.11	70,582.05	1,567,014.84		87.77%
60 - WATER AND SEWER	5,485,384.00	5,485,384.00	233,487.37	233,487.37	569,934.39	4,681,962.24		85.35%
Report Total:	14,726,123.00	14,728,642.33	941,140.78	941,140.78	810,381.91	12,977,119.64		88.11%

Memo

To: Amie Owens
From: Main Street Program
Date: July 30, 2026
Re: Monthly Department Report

Report for July 2026

- ❖ Main Street Franklin hired Mrs. Devon Dupuis as the Executive Director. Devon has already hit the ground running on numerous initiatives. I have provided two items to you that she has already completed: the annual work plan and a map of the district boundaries.
- ❖ Work is continuing with Alison Smith with the NC Main Street & Rural Planning Center on the Strategic Downtown Economic Development Plan. The work group met on July 28th to discuss strategy development and work towards our Economic Positioning Statement.

Sarah R. Bishop
Town of Franklin
Finance Officer
828-524-2516 Ext. 304



Devin Holland
Chief of Police

Franklin Police Department

218 W. Palmer St.
Franklin, NC 28734
Phone: 828.524.2864
Fax: 828.524.2495
Established 1855



Amanda Owens
Town Manager

Police Departmental Report

Start Date 6/30/2026

End Date 07/28/2026

Calls for Service – Type Total Report from Dispatch

Calls for service encompasses a wide variety of police functions to include but not limited to responses to crimes in progress, motor vehicle accident investigations, disturbances, security checks, escorts and other officer-initiated activity.

Event	Event Description	July	2026-2027 Fiscal YTD
100	VANDALISM	0	0
11	WILDLIFE CALL/VIOLATION	0	0
14	MESSAGE/INFORMATION	2	2
15	HARASS/THREATEN/STALKING	1	1
21	CALL SUBJECT	33	33
29	WARRANT	7	7
29D	DOMESTIC VIOLENCE ORDER	0	0
37	SPECIAL ASSIGNMENT	40	40
37D	DRONE	0	0
37I	CODE INSPECTION/ENFORCEMENT	6	6
38	BUSINESS CHECK	184	184
38B/38F	BIKE PATROL/FOOT PATROL	1	1
39	OPEN DOOR	0	0
40	FIGHT IN PROGRESS	0	0
43F	FOOT CHASE	0	0
43V	VEHICLE CHASE	1	1
45	BOMB THREAT	0	0
46	BANK ALARM	0	0
47	MOTORCYCLE/4wheeler on ROAD	0	0
48	RECKLESS/EXCESSIVE SPEED	13	13
49	REPORT OF DRAG RACING	0	0
5	RELAY OR TRANSPORT	4	4
50	VEHICLE ACCIDENT	37	37
53	ROADBLOCK	0	0
53L	LINES DOWN	1	1
53T	TREE DOWN IN ROADWAY	0	0
55	HIT AND RUN	10	10
56	IMPAIRED DRIVER	11	11
58	IMPAIRED INDIVIDUAL	2	2
59	DIRECT TRAFFIC/ESCORT	1	1
60	SUSPICIOUS PERSON OR VEHICLE	83	83

	Event Description	July	2026-2027 Fiscal YTD
61	TRAFFIC STOP	201	201
62	BREAKING AND ENTERING	2	2
62IP	B & E IN PROGRESS	2	2
63	INVESTIGATE	49	49
64	IDENTITY THEFT/FRAUD	5	5
66	CLEAR PARKING LOT	0	0
67	PERSON/BODY FOUND	0	0
68	LIVESTOCK IN ROADWAY	0	0
69	TRESPASSING	2	2
70	IMPROPER PKING/ABANDON.CAR	4	4
72	SUBJECT IN CUSTODY	1	1
72T	PRISONER TRANSPORT	0	0
73	MENTAL SUBJECT	1	1
73P	PAPERWORK	1	1
73T	TRANSPORT MENTAL SUBJECT	0	0
75	STOLEN VEHICLE	1	1
76	PROWLER	0	0
77	LARCENY	9	9
78	SHOPLIFTING	1	1
79	PUBLIC DISTURBANCE	12	12
79N	PUBLIC DISTURBANCE NOISE	5	5
80	DOMESTIC DISTURBANCE	9	9
82	REPORT OF A WEAPON	0	0
83	WELFARE CHECK	22	22
83F	ABANDONED/FOUND PERSON	0	0
84	REPORTED CHILD ABUSE	0	0
84P	CHILD EXPLOITATION -PORN	0	0
85	STRANDED MOTORIST	11	11
85U	UNLOCK VEHICLE	11	11
86	MISSING PERSON	1	1
86K	KIDNAPPING/UNLAWFUL CUSTODY	0	0
87	MISSING OR RUNAWAY JUVENILE	5	5
88B	BRUSH FIRE	0	0
88G	GAS LEAK/HAZARDOUS MATERIALS	0	0
88H	HAZARDOUS MATERIALS	1	1
88M	MISCELLANEOUS FIRE/EXPLOSION	0	0
88P	POWER POLE ON FIRE	1	1
88S/V	STRUCTURE FIRE/VEHICLE FIRE	0	0
88SP	SEARCH FOR A MISSING PERSON	0	0
89	ANIMAL CALL	2	2
89B	ANIMAL BITE	0	0
90	ALARM	29	29
91	KEEPING THE PEACE/EVICTION	0	0
95	DRUG CHECK	2	2
96	ASSAULT	2	2
97	SEXUAL ASSAULT/RAPE	1	1
99	INVESTIGATE 911 HANGUP	18	18
C4	CPR IN PROGRESS	0	0

Event Description		July	2026-2027 Fiscal YTD
C5	DOA	0	0
C10	POSS SUICIDE	0	0
MA	MED ALARM	0	0
MED	MEDICAL CALL	0	0
MED-04	BACK PAIN	0	0
MED-05	BLEEDING-LACERATIONS	0	0
MED-06	BREATHING PROBLEMS	2	2
MED-10	CHEST PAIN	0	0
MED-11	CHILD BIRTH- OBSTETRICS	0	0
MED-12	CHOKING	0	0
MED-14	CONVULSIONS-SEIZURES	0	0
MED-15	DIABETIC PROBLEMS	0	0
MED-17	ELECTROCUTION	0	0
MED-19	FALLS-BACK INJURIES	1	1
MED-21	HEADACHE	0	0
MED-22	HEART PROBLEMS	0	0
MED-24	HEAT EXPOSURE	0	0
MED-25	POISON-INGESTION/OVERDOSE	0	0
MED-26	MENTAL HEALTH	0	0
MED-27	SICK PERSON	1	1
MED-28	STAB-GUNSHOT INJURY	0	0
MED-29	STROKE - CVA	0	0
MED-30	TRAUMATIC INJURY	1	1
MED-31	UNCONSCIOUS/FAINTING	1	1
MED-32	UNKNOWN MEDICAL PROBLEM	0	0
MED-33	PUBLIC ASSIST	0	0
WALK-IN	LOBBY WALK-IN	19	19
Totals updated		873	873

Activity Summary By Detail – Franklin Police Department

Incident/Investigation	July	2026-2027 Fiscal YTD
11A – Rape	0	0
11C – Sexual Assault with an Object	0	0
11D – Fondling	0	0
13A – Aggravated Assault	0	0
13B – Simple Assault	3	3
13C - Intimidation	0	0
200 – Arson	0	0
220 – Burglary/Breaking and Entering	0	0
23C – Shoplifting	0	0
23D – Theft from a Building	0	0
23F – Theft from a Motor Vehicle	0	0
23G -Theft of Motor Vehicle Parts or Accessories	0	0
23H – All Other Larceny	2	2
240 – Motor Vehicle Theft	1	1
250 – Counterfeiting/Forgery	1	1
26A – False Pretenses/Swindle/Confidence Games	0	0
26B – Credit Card/ATM Fraud	0	0

26E – Wire Fraud	0	0
26F – Identity Theft	0	0
280 – Stolen Property Offenses	0	0
290 – Destruction/Damage/Vandalism of Property	2	2
35A – Drug/Narcotics Violations	3	3
35B – Drug Equipment Violations	1	1
36B – Statutory Rape	0	0
520 – Weapon Law Violations	0	0
720 – Animal Cruelty	0	0
90A - Bad Checks	0	0
90C – Disorderly Conduct	0	0
90D – Driving under the Influence	2	2
90E -- Drunkenness	0	0
90F – Family Offenses, Nonviolent	0	0
90G - Liquor Law Violations	0	0
90J – Trespass of Real Property	2	2
90Z – All Other Offenses	44	44
Total Offenses	61	61
Total Incidents	42	42

Arrests	July	2026-2027 Fiscal YTD
11A – Rape	0	0
13A – Aggravated Assault	0	0
13B – Simple Assault	1	1
13C – Intimidation	0	0
200 – Arson	0	0
220 – Burglary Breaking and Entering	0	0
23C – Shoplifting	0	0
23F – Theft from a Vehicle	0	0
23H – All Other Larceny	2	2
240 – Motor Vehicle Theft	0	0
250 – Counterfeiting/Forgery	0	0
26A – False Pretenses/Swindle/Confidence Game	0	0
26F – Identity Theft	0	0
280 – Stolen Property Offenses	0	0
290 – Destruction/Vandalism of Property	0	0
35A – Drug/Narcotic Violations	2	2
35B – Drug Equipment Violations	1	1
520 – Weapon Law Violations	0	0
90C – Disorderly Conduct	0	0
90D - Driving Under the Influence	2	2
90E – Drunkenness	0	0
90F – Family Offenses Nonviolent	0	0
90H – Peeping Tom	0	0
90J – Trespass of Real Property	3	3
90Z – All Other Offenses	19	19
Total Charges	30	30
Total Arrests	15	15

Citation	July	2026-2027 Fiscal YTD
Driving While License Revoked	12	12
Expired Registration	2	2
Failure to Reduce Speed	1	1
DWI	0	0
Failure to Stop (Stop Sign/Flashing Red Light)	0	0
Improper Transport of Children	0	0
Inspection	1	1
No Insurance	4	4
Other (Infraction)	6	6
Other (Misdemeanor)	2	2
Possess/Consume Alcohol – Passenger	1	1
Running Red Light	0	0
Seat Belt	0	0
Speeding (Infraction)	1	1
Speeding (Misdemeanor)	3	3
Unsafe Movement	0	0
Secondary Charge	14	14
No Operator License	11	11
Total Charges	58	58
Total Citations	44	44

Warning Tickets	July	2026-2027 Fiscal YTD
Driver's License	4	4
Failure to Yield	1	1
Following Too Closely	0	0
Improper/No Signal	0	0
Improper Equipment	0	0
Improper Parking	0	0
Improper Turn on Red	1	1
Left of Center	1	1
Lights	0	0
Obstructed Windows	20	20
Other	0	0
Seatbelt / Child Restraint	3	3
Speeding	9	9
Stop Sign or Signal	7	7
Unsafe Movement	2	2
Vehicle Insurance	5	5
Vehicle Registration	22	22
Total Charges	75	75
Total Warnings	66	66



TOWN OF FRANKLIN

Post Office Box 1479
Franklin, North Carolina 28744
(828) 524-2516

Public Works July 2026 Monthly Report

June 29, 2026 - July 26, 2026

<u>Issued Service Calls</u>	<u>July</u>	<u>June</u>	<u>2026 YTD</u>
Begin Suspend	0	0	1
Billing Re-Read	101	101	482
Brush Pick Up	1	0	7
Connect	8	12	65
CR Re-read	0	0	2
CR Water Shutoff	0	2	5
Culvert Maintenance	0	0	0
Cutoff/Delinquent Accounts	19	30	174
Data Profile	3	5	29
Deceased Animal Removal	0	0	0
Disconnect	8	7	45
End Suspend	1	0	7
Hydrant Flushing	0	0	1
Inactivate	6	3	24
Leaf Pick Up	0	0	1
Leak Check	7	8	52
Mailing Address Change	5	0	24
Meter Box/Lid Repair	0	1	4
Meter Swap	3	3	278
Miscellaneous	4	13	89
Occupant Change	27	38	208
Pull Meter	1	0	10
Reinstate	0	0	0
Service Action	2	3	12
Sidewalk Repair	0	0	0
Street Repair	0	0	0
Variance Report	24	27	164
Total	220	253	1684
NC 811 Locates	90	131	764
Total	310	384	2448



TOWN OF FRANKLIN

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Water

Installed new 2" water tap on Georgia Road and set 2 1" meters.
Installed new 3/4" tap on Gibson Cove Road.
Repaired 2" water leak at Holly Haven Apartments.
Moved meter on Carolina Mountain Drive.
Dig out 12" water line on Georgia Road for new tap.
HVAC maintenance in Public Works Building.
Public works department assisted meter reader with manual meter reads.
Assisted with brush tickets.
Shop maintenance done in and around outside of building.
Completed 2 after hours calls.

Water Treatment Plant

Ran a new Pre PAC chemical line.
Cleaned PAC injector.
Ran a new surface wash line for both filters.
Cleaned finished water CL17 reagent vial.
Removed a portion of old roof on basins.
Washed out basin #1 and #2.
Cleaned both Chemtrac systems.
Calibrated both influent and effluent Ph probes on Actiflo.
Tied in bypass line for high service pumps.
Met all sampling permit requirements.

Cross Connection

0 new installed backflow preventors for the cross connection backflow program.
12 tested compliant for the cross connection backflow program.
1 backflow had to be repaired/installed.



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Sewer

Cleaned 4,700 ft. of sewer lines.
Installed new 4" sewer tap on Riverview Heights Street.
Swapped a 2" meter on Terrell Road.
Sewer tap work in Scenic Ridge Subdivision.
Repaired 8" sewer line on Porter Street.
Cleared brush for sewer tap on Pauline Avenue.
Completed 0 after hours call.

Wastewater Treatment Plant

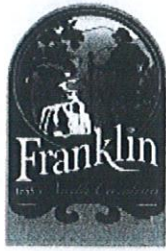
Hauled 76.9 tons of sludge to the landfill.
42 loads of septic discharged at the headworks of the plant.
We treated 23.3 million gallons of water back to the river.
We treated 205,867 gallons of leachate for the landfill.
Bill and Jake are signed up to take maintenance classes and tests.
Met all permit requirements.

Streets

Swept 60 miles of streets.
Watering of Roundabout plantings.
Bathroom project at Sunnyside Park continues.
Right of way mowing started and continues along Town streets.
Bid opening for paving and sidewalk improvements.

Respectfully submitted,

Bill Deal
Public Works Director



TOWN OF FRANKLIN

Post Office Box 1479
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(828) 524-2516

To: Amanda Owens and Town Council
From: Nina Dykes
Utility Adjustments – July 2026

LEAK ADJUSTMENTS

7/24/2026 – Adjustment for \$1,374.49.
7/24/2026 – Adjustment for \$466.16.

RETURNED CHECKS

7/17/2026 – Adjustment for \$203.38.
7/17/2026 – Adjustment for \$68.36.

CONTRACT AGREEMENTS

7/14/2026 – Adjustment for \$485.23.

ADMINISTRATIVE

7/8/2026 – Adjustment for \$25.00.
7/8/2026 – Adjustment for \$1.10.
7/8/2026 – Adjustment for \$2.54.
7/15/2026 – Adjustment for \$13.81.
7/17/2026 – Adjustment for \$7.28.
7/24/2026 – Adjustment for \$41.06.
7/24/2026 – Adjustment for \$23.73.

All adjustments were approved by Public Works Director Bill Deal.
Respectfully submitted,

Nina Dykes

Date: July 27, 2026

To: Amie Owens

From: Sabrina Scruggs

Re: July 2026 Tax Report

For 2025 tax bills \$3,211,829.73 has been collected. The collection rate is 96%.

There are no releases.

Pickin' on the Square is going well.

July 4th two-day event went well. We have rescheduled fire works for Sept 5th after Pickin on the Square.

Started Audit reports.

The 2026 tax bills are also started.

Please let me know if you have any questions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'S. Scruggs', with a large loop and a trailing flourish.

Sabrina Scruggs

Tax Collector