



# Town Council

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JULY 18, 2023

# Presentations & Reports

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# Council Liaison Reports

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MAYOR VEHAUN, COUNCIL MEMBERS ERVIN & MCALLISTER

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# Town Manager Report

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SHANNON TUCH, TOWN MANAGER

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# Administration

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- Contracts/POs/Agreements:

**PSIP**  
**\$62,516**  
**(Interlocal Agreement –**  
**TOW/Bunc. Cty. )**

# Departmental Updates

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- **Administration**

- Town Hall / Town Center

- July 6<sup>th</sup> - Steering Committee Meeting #2

- Outcome: Moving forward with existing Town Hall site!

- July 12<sup>th</sup>: Consultant Tour Town Hall & Needs Interviews

- August 1<sup>st</sup> - Steering Committee Meeting #3 (Big Ideas!)

- Finance Audit Season

# Departmental Updates

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- **Police**
  - Continue recruitment for Patrol Officers
  - Detective position posted until July 24th
  - Captain position to be posted this week
  - Community policing initiatives on-going (NNO, Public Safety Night, Hispanic Community Outreach)

# Departmental Updates

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- **Stormwater**
  - Engineer Assessment and Prioritization report is complete
- **Parks**
  - WGB work is on-going (progress on NFS easement, 30-90 days)
  - Posted RFP for Silver-Line Park masterplan update, deadline is July 28<sup>th</sup>
  - Meeting w/ community pickleball leaders



# Departmental Updates

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- **Public Works / Facilities**
  - Re-posted salt shed, RFP closes July 21st
- **Planning**
  - Focus on code amendments + enforcement

# Short Term Rental & Homestay Update

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- **Background**
  - Updated standards for STRs & Homestays in 2022
  - Contracted w/ Granicus
- **First three months**
  - Focus on permitting
- **Last three months**
  - Focus on enforcement

# Short Term Rental & Homestay Update

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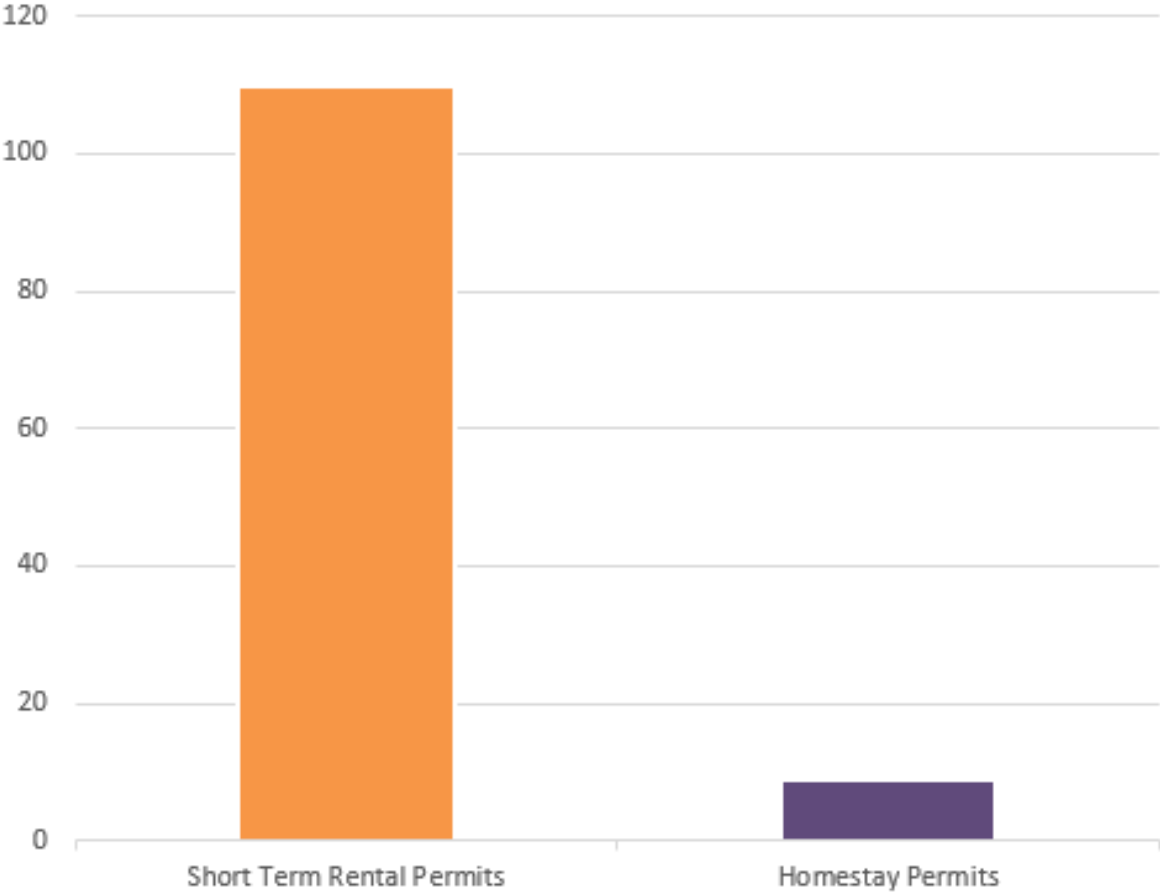
- **Metrics**
  - 214 Short Term Rental units
    - 108 Compliant
    - 70 Non-compliant
    - 36 Not yet determined
  - 9 Homestay units

***Compliant:*** Valid permit

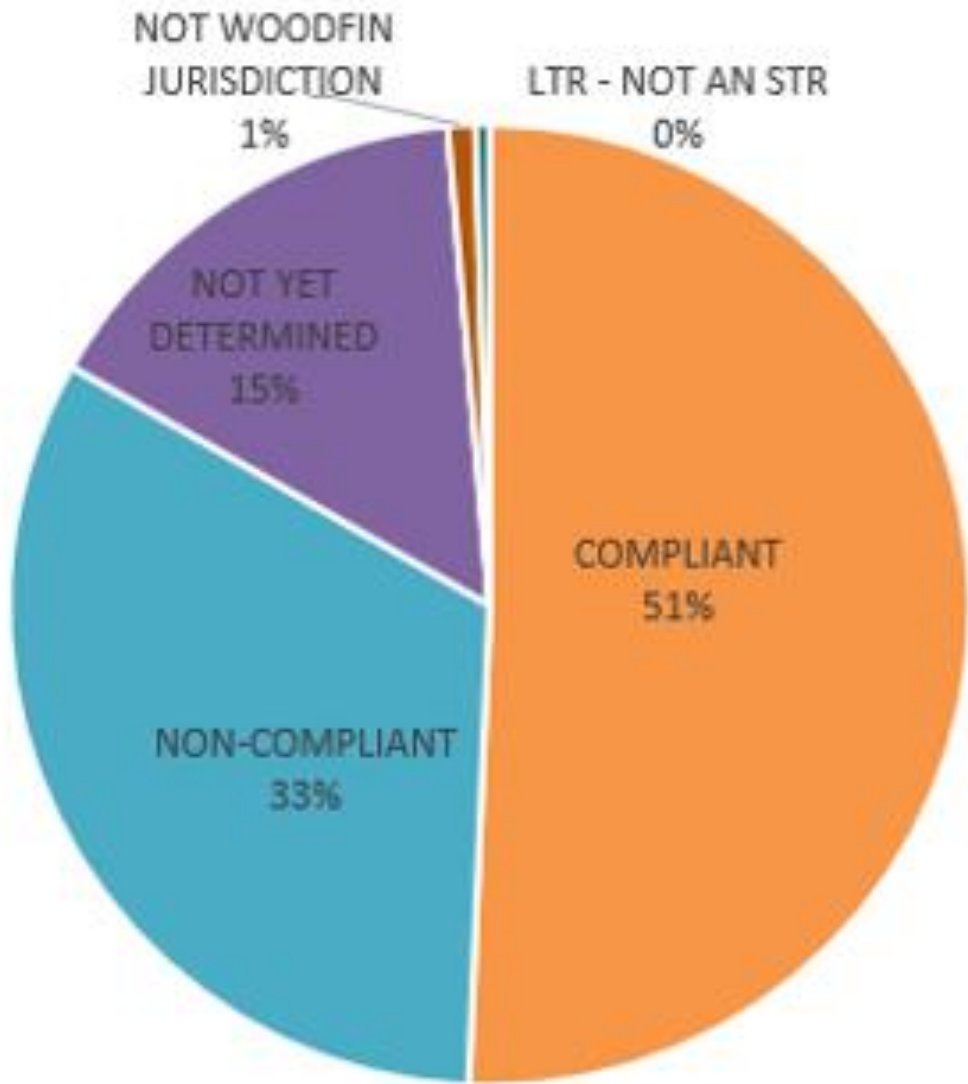
***Non-compliant:*** No permit, NOV issued

***Not yet determined:*** Address not identified,  
investigation stalled

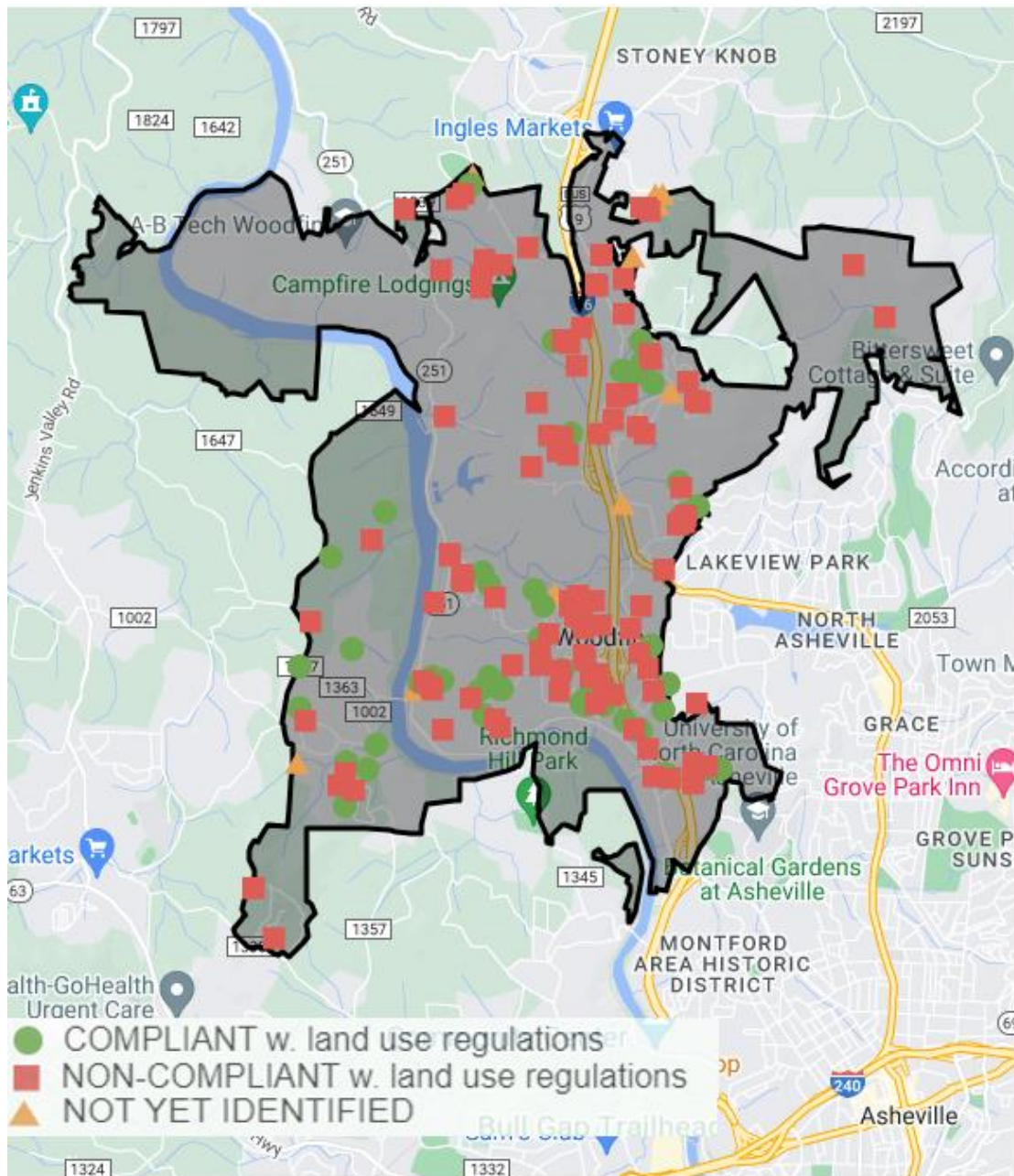
Total



*\*The number of compliant units will increase as enforcement continues.*

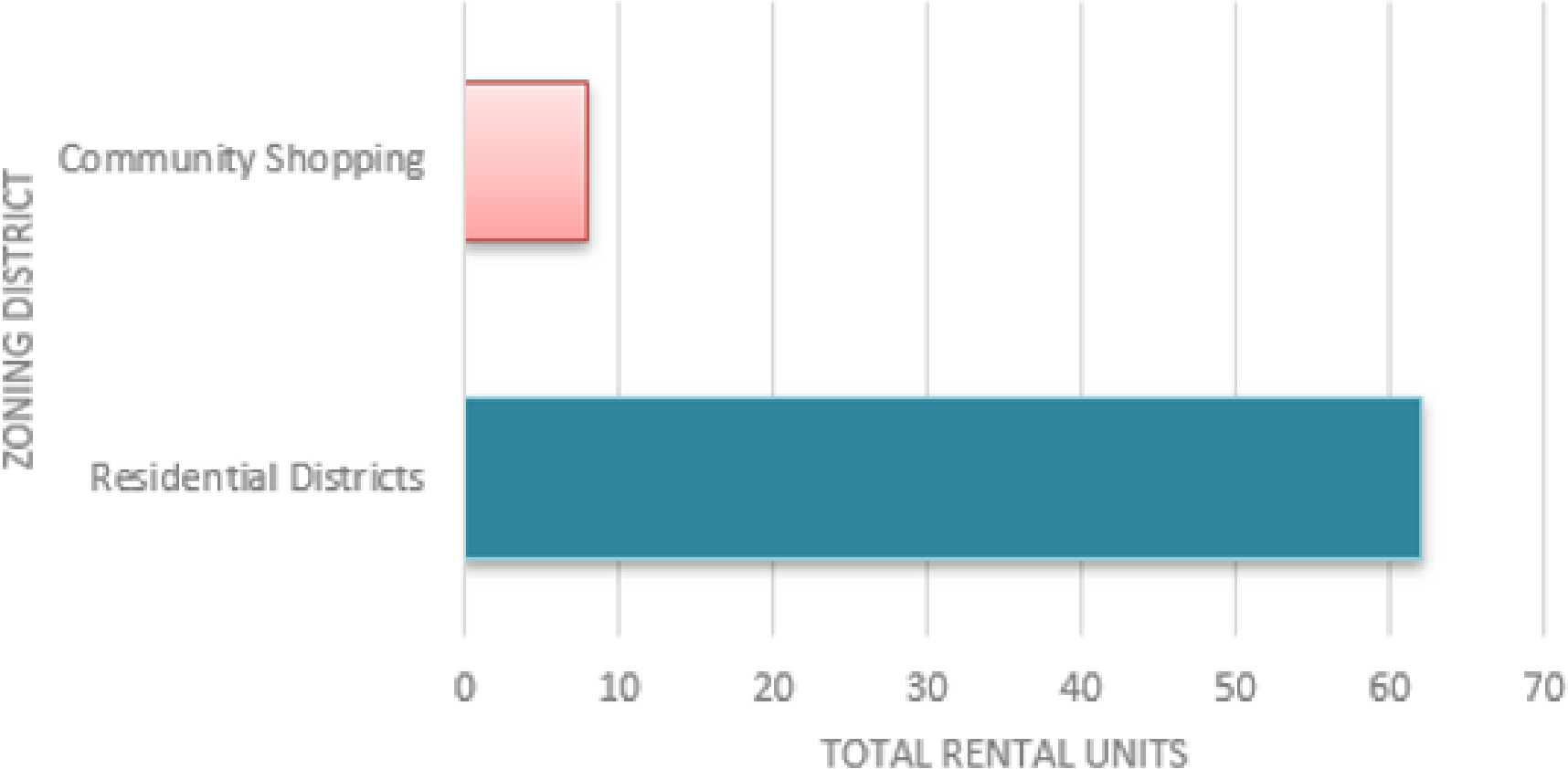


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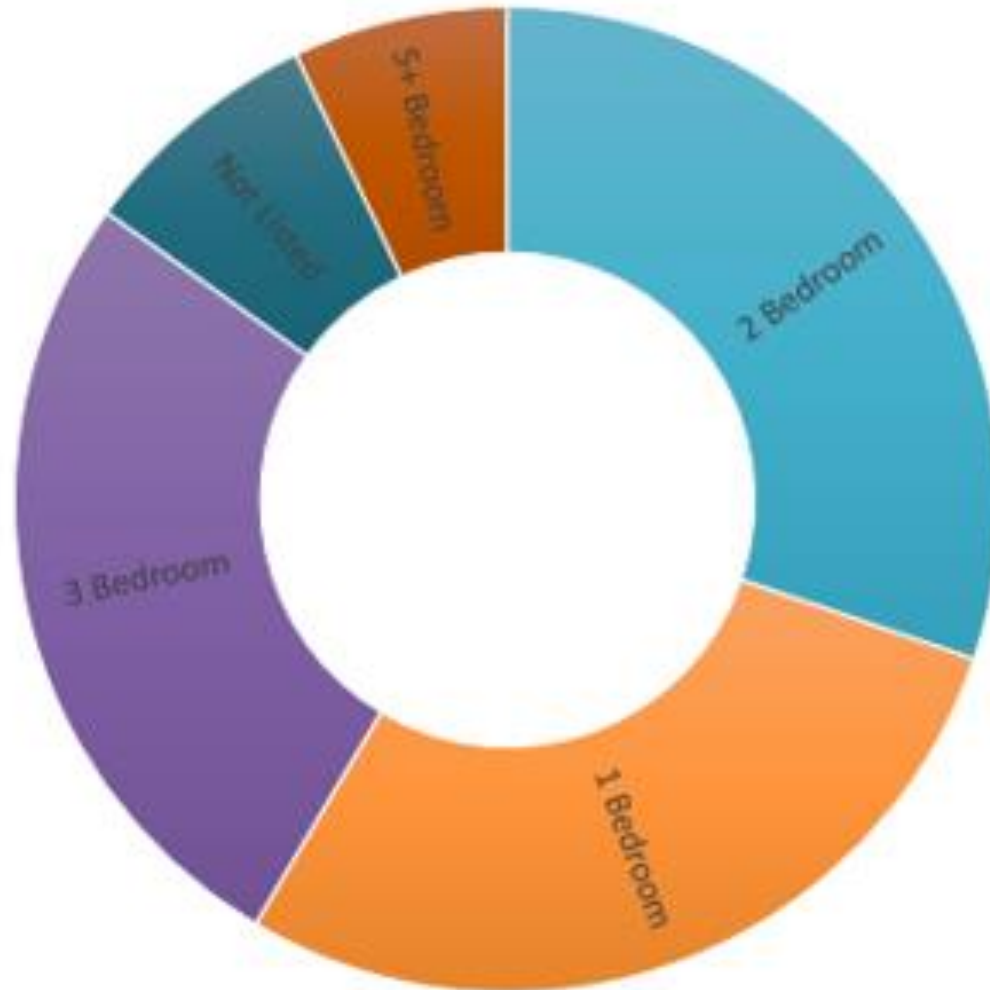
*\*Units are concentrated in the town core, and higher density areas along the main corridors.*

# Total Non-Compliant Rental Units



*\*STRs are permitted in CS*

## Number of Bedrooms

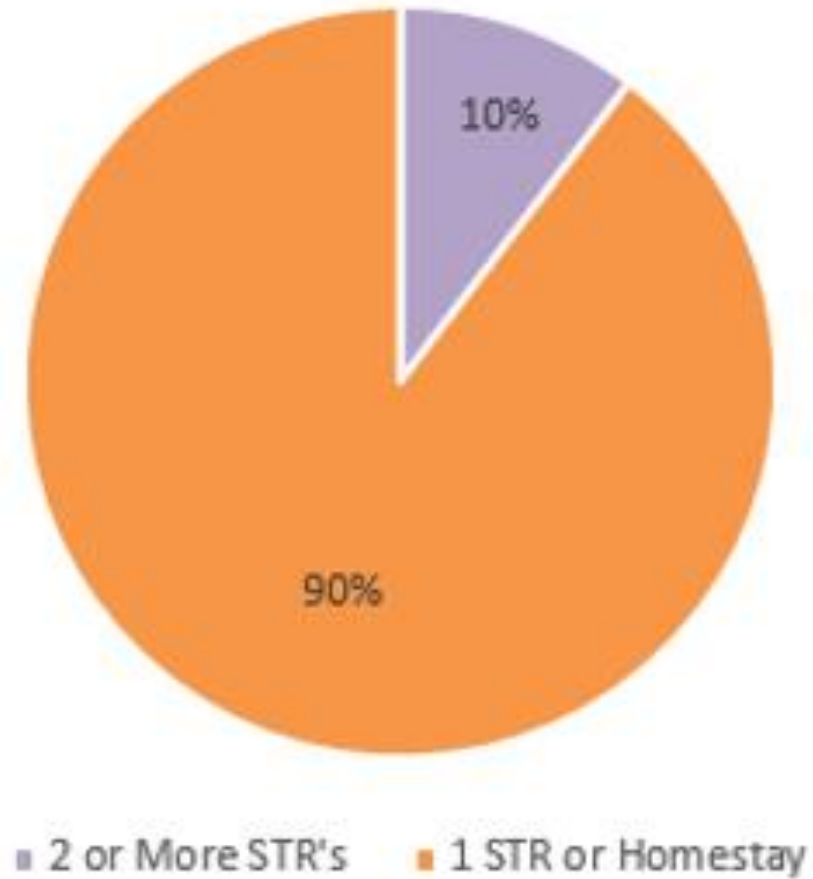


*\*Nuisance calls increase as the number of bedrooms increase.*

1 Bedroom 2 Bedroom 3 Bedroom 4 Bedroom 5+ Bedroom Not Listed



## Short Term Rental & Homestay Ownership



*\*One STR/Homestay permit per owner*

# New Business

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# ABC Board Appointments

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SHANNON TUCH, TOWN MANAGER

# ABC Board Appointments

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- **ABC Board**
  - Established by State Statutes to oversee and manage alcohol/liquor sales in North Carolina
  - One store in Woodfin – 142 Weaverville Rd.
  - Board appointments made by governing body (Woodfin Town Council)
  - 3-member board w/ staggered 3-year terms
- **Two Appointments Required**
  - Regular board member
  - Board chair

# ABC Board Appointments

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- **Board Volunteer Opportunity**
  - Posted on the Town's Website for 60 days + email & social media
  - 3 applicants
  - Council is choosing to interview 2 of the 3 applicants
    - Jackie Craig
    - Robert Sterr

# Ordinance #2023-18

## Emergency Management

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MICHAEL DYKES, WOODFIN POLICE CHIEF

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# Background

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- Town of Woodfin first entered into Mutual Aid Agreement with Buncombe County for Emergency Operations in October 1973. We are still part of that agreement today.
- County-wide only Emergency Management under current agreements
- NC General Statutes authorize local governments to create their own ordinances for Emergency Management

# Purpose

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- Allows for a local emergency to be handled at a local level
- Ordinance grants authority to local government to impose restrictions and prohibitions as required
- Local government CANNOT impose restrictions without an ordinance
- Ordinance provides clear authority on who may declare an emergency – meeting of Town Council not required

This can save time and lives in an emergency situation



# Suggested Motion

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- I move to approve to approve Ordinance #2023-18 establishing a new Chapter 5 – CIVIL EMERGENCIAS, to the Town of Woodfin Code of Ordinances.

# Public Safety Interoperability Program (PSIP) Agreement

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MICHAEL DYKES, WOODFIN POLICE CHIEF

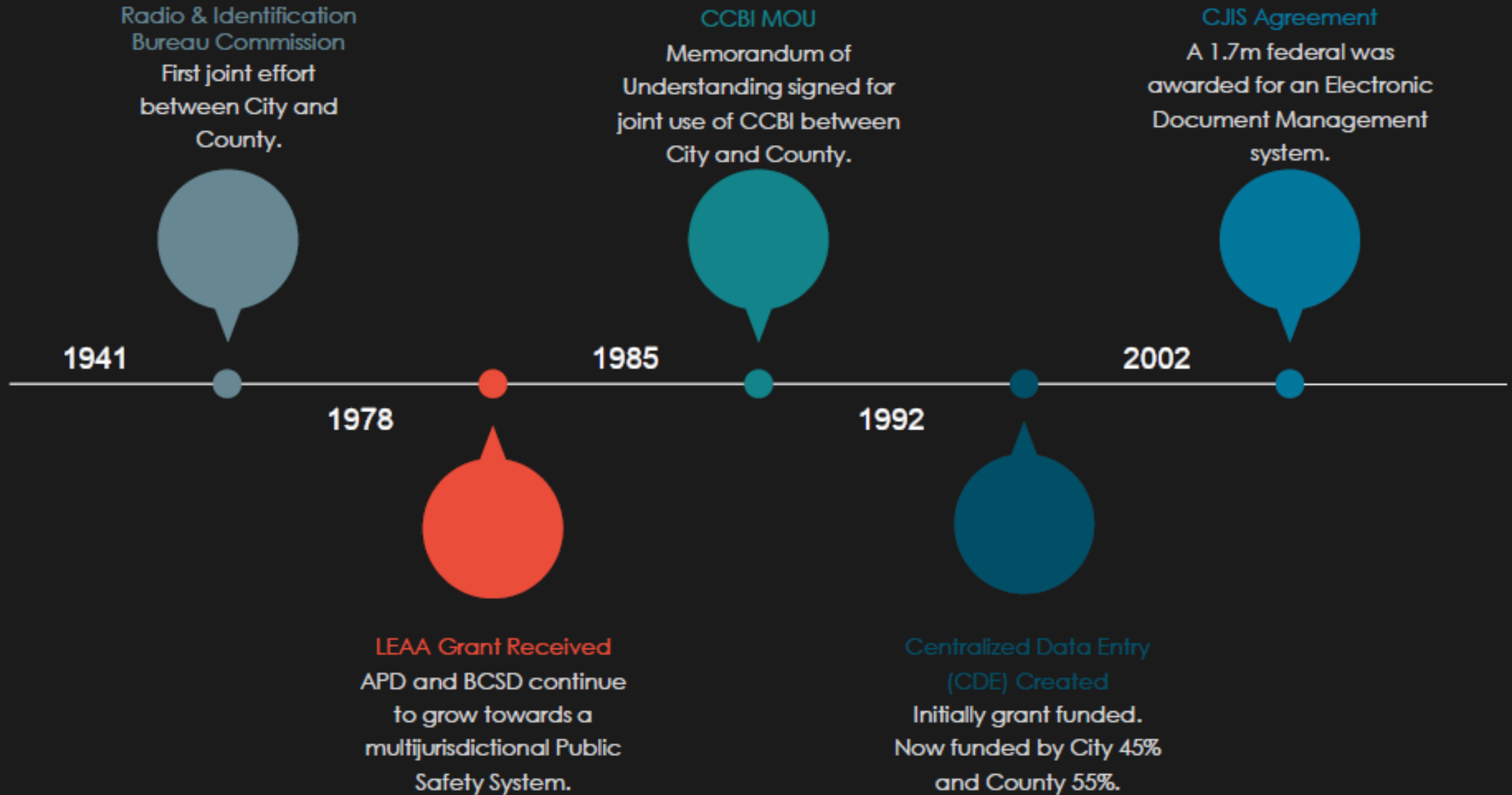
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# Background

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- Public Safety Interoperability Program (PSIP) is the next iteration of the Criminal Justice Information System (CJIS) partnership with various public safety agencies in Buncombe County.
- PSIP provides for real-time sharing of public safety technology, resources, and data including:
  - Computer-Aided Dispatch (CAD)
  - Records Management System (RMS)
  - Jail Management System (JMS), and
  - Other job-specific hardware and software

# CJIS Timeline



# CJIS Core Applications

(CAD) - Computer Aided Dispatching



(RMS/JMS) –  
Records/Jail  
Management  
System - LAW



RMS) - Records  
Management  
System - FIRE  
(Firehouse)



# CJIS Community of Users

## Law:

- Asheville Police Department (APD)
- Buncombe County Sheriff's Office (BCSD)
- Woodfin Police Department (WOPD)

## State / Courts / Other:

- City/County Bureau of Identification/Centralized Data Entry
- Buncombe County Magistrates Office
- Buncombe County District Attorney's Office
- Buncombe County Pretrial Service
- Buncombe County Social Services
- Probation and Parole

## Emergency:

- Buncombe County Emergency Operations (EOC)
- Buncombe County Emergency Services (EMS)
- Medic

## Fire:

- Asheville Fire Department (AFR)
- Barnardsville Fire Department B15
- Black Mountain Fire Department B4
- Broad River Fire Department B22
- Buncombe County Rescue Squad B2
- Enka-Candler Fire Department B10
- Fairview Fire Department B3
- Leicester Fire Department B18
- Reems Creek Fire Department B14
- Riceville Fire Department B11
- Skyland Fire Department B21
- Swannanoa Fire Department B6
- Upper Hominy Fire Department B12
- Weaverville Fire Department B8
- West Buncombe Fire Department B5
- Woodfin Fire Department B20

# CJIS - Old/Current model

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- No role in governance by other than original agencies (green)
- Fixed cost model of \$3,100.00 per user
- No mechanism for replacing software/hardware

# PSIP - New/Proposed model

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- Representation on Executive Committee
- Cost model based on percentage of total users and interfaces with external applications
- Involved with steering committee to replace current CAD and RMS software



# PSIP Agreement

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- Buncombe County is the Contract Agency
- All other agencies are required an interlocal agreement with Buncombe County to participate in PSIP
- Staff recommends approval

# PSIP COSTS

	BASE PSIP Budget	Consultant Costs	FY24 Total	
Buncombe County	\$ 770,734.02	\$ 116,847.20	\$ 887,581.22	52%
City of Asheville	\$ 456,838.70	\$ 69,259.07	\$ 526,097.77	31%
Woodfin PD	\$ 54,286.38	\$ 8,230.09	\$ 62,516.47	4%
Weaverville PD	\$ 48,142.23	\$ 7,298.61	\$ 55,440.84	3%
Black Mountain PD	\$ 64,907.84	\$ 9,840.36	\$ 74,748.20	4%
County Fire	\$ 75,687.86	\$ 11,474.66	\$ 87,162.52	5%
Total	\$ 1,470,597.03	\$ 222,950.00	\$ 1,693,547.03	100%

# Suggested Motion

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- I move to approve the interlocal agreement with Buncombe County for the Public Safety Interoperability Program.

# Closed Session

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