



---

## *Buncombe County Open Space Bond: Passive Recreation Lands Subcommittee*

**Minutes**  
**16 April 2024**

**Subcommittee Members in Attendance:** Kevin Conrecode, Anne Babcock, Bob Turner

**Staff in Attendance:** Allison Dains, Jennifer Harrison, Rachael Sawyer, Jill Carter

**Buncombe County Administration:** The April 16, 2024 meeting of the Buncombe County Passive Recreation Lands Subcommittee was called to order at approximately 12:05pm. Three subcommittee members were in attendance.

### **Approval of April 2024 Agenda**

The Subcommittee voted to approve the agenda for the April 16 meeting.

### **Approval of March 2024 Meeting Minutes**

The Subcommittee voted to approve the minutes from the March 19 meeting.

### **Open Space Bond Update**

Jill Carter, the Open Space Bond Project Manager and Secretary of the Subcommittee, presented an update on the status of the Open Space Bond. The update included the following items:

- After the end of the Open Space Bond Project Manager position, Rachael Sawyer and the Strategic Partnerships team will take over managing the Passive Recreation Lands component of the Bond.
- The application deadline for the Passive Recreation Lands application window has passed. All of the completed applications passed both the eligibility and legal review. The Scoring Committee is currently reviewing all applications and will complete their review by May 03. Jill Carter will then compile the Score Report and share it with the Passive Recreation Lands Subcommittee for its review from May through July. The Subcommittee's recommendation will go before Commissioners in August.

### **Overview: Passive Recreation Lands Submissions**

During the first application window for Passive Recreation Lands funding, the County received 11 applications totaling \$10.9M in funding requests. Of these 11 applications, three projects included County acquisitions. Links to all of the applications will be shared with the Subcommittee.

The Subcommittee also discussed the following items:

- There is currently no set policy for handling potential cost overruns for awarded projects. However, the intention is that these funds be distributed as grant funding, meaning awardees receive a set amount.
- The Subcommittee is not required to make any funding recommendations. Additionally, the Subcommittee can recommend funding a project at a different amount than what was requested in the application. Many applications include tiered funding requests in the Budget Narrative section that outline what can be accomplished at different funding levels. Any questions regarding funding options can be funneled through Jill or asked at during the presentations/site visits.
- The total Bond funding available is \$30 million. There is no set breakdown of how much is allocated to Greenways vs Conservation Easements vs Passive Recreation Lands. As such, the Subcommittee is not required to allocate any minimum amount of funding.
- At the April 02 meeting, the Commissioners expressed interest in setting aside Open Space Bond funding for county-led projects. The Commissioners will vote on these projects during the May 21 meeting. That vote will determine the maximum amount the Subcommittee can allocate.
- Bob Turner recommended the staff look into a Conservation Easement project that includes a recreational component. Jill Carter will follow up with Avni Naik to learn more about the project.

**Discussion: PRL Project Review Schedule**

There is a need to add special meetings in June and July to allow for project presentations and site visits. Jill Carter will email the Subcommittee members to solicit availability and provide scheduling options.

**Discussion: PRL Project Presentation Format**

Projects requested to provide a presentation will be given the below outline as a guide:

- Organizational Details
  - History and experience
  - Key partners
- Project Details
  - Project scope & timeline
  - Photos/designs
- Budget and bond-funded costs
- Non-Bond funding
- Project Impact
  - Conservation impact
  - Community impact
  - Alignment with eval criteria

**Public Comment**

No members of the public wished to comment.

**Next Meeting Date:** May 21, 2024 at 12 PM

**Meeting Adjourned:** 1:00pm.