

AGENDA  
**SPECIAL MEETING**  
BOARD OF ALDERMEN  
TOWN OF WAYNESVILLE  
TOWN HALL  
**APRIL 1, 2008**  
**TUESDAY - 5:15 P.M.**

CALL TO ORDER

ITEM 1. APPROVAL OF MINUTES OF MARCH 11, 2008

ITEM 2. REQUEST OF FROG LEVEL MERCHANTS' ASSOCIATION  
STREET CLOSINGS FOR MAY 10, 2008

Attached you will find a letter received from the Historic Frog Level Merchants' Association regarding the "Whole Bloomin' Thing Festival" scheduled for Saturday, May 10. As noted in the letter, this is the 6<sup>th</sup> year of the event and it has continued to grow each year.

For 2008, the Association is asking for the same street closings as were allowed in 2007. They have asked that Commerce Street be closed between Panacea Coffee House and Depot Street from 5:30 a.m. until 5:30 p.m. on Saturday, May 10. In addition, they are requesting that Depot Street be closed from the railroad tracks at Boundary Street to Water Street. The Association asks that traffic be rerouted and detoured through Water and Charles Streets or Boundary Streets so that Depot Street may be closed.

During the first few years of this Festival, we resisted requests to close Depot Street to vehicular traffic. The Merchants' Association is correct in noting that the event has grown, and in 2004 and 2005, many more pedestrians were crossing Depot Street to access the Festival. This was creating an unsafe situation.

In 2007, the Board approved the request for closing Depot Street, indicating that the Town would try the closing to see how it worked. To my knowledge, the Depot Street Closing went well. The Public Works Department made arrangements with the DOT to have the large portable signs placed on Russ Avenue advising motorists that the road through Frog Level was closed. Signs were also placed at where Branner and Haywood intersect with Depot warning that streets were closed ahead. We tried to make sure that motorists were warned so they would not be inconvenienced.

We did have a few complaints from business owners in 2007 that had not been advised that Depot Street was to be closed. The Merchants' Association indicated that they would notify all businesses in the area, but apparently that was not done. If the Town Board opts to close

Depot Street in 2008, it would be our recommendation that the Frog Level Merchants' Association be required to notify each and every business owner in the Frog Level area.

Other than this item, we have no objection to the requested closings.

ITEM 3.        DESIGNATION OF “BUY LOCAL WEEK”  
MAY 10 – 17, 2008

In addition to a request that the Town Board close streets within the Frog Level area for the Whole Bloomin’ Thing Festival, the Historic Frog Level Merchants’ Association is asking that the Town Board designate the week of May 10 – 17 as “Buy Local Week”.

There follows a letter from the Merchants’ Association explaining the request and asking for the Board’s support in making this designation. This is done not only in conjunction with the festival in Frog Level, but because the Waynesville Tailgate Market will be opening in mid-May and the designation will bring attention to that event.

ITEM 4.           CONSIDERATION AND AWARD OF BIDS ON RENOVATION AND  
EXPANSION OF POLICE/DEVELOPMENT OFFICE AT 9 SOUTH MAIN

On Wednesday, March 26, bids were received on the above referenced project. Prior to the bidding, there were nine general contractors who had secured sets of plans to review and consider prior to the bidding. At the actual bid opening, seven contractors submitted proposals, giving us excellent response and what should be competitive pricing.

As this agenda packet is being prepared, ADW Architects has the bid proposals and they are evaluating the amount that has been bid as well as the qualifications of the contractors. Prior to the meeting, ADW will be making a recommendation for award to what they deem to be the most appropriate contractor.

ITEM 5. RESOLUTION AUTHORIZING FILING OF APPLICATION TO THE LOCAL GOVERNMENT COMMISSION REGARDING RENOVATION AND EXPANSION OF POLICE/DEVELOPMENT OFFICE AT 9 SOUTH MAIN STREET

Under North Carolina law, when a local entity wishes to enter financing agreements to pay for structures and equipment which exceed certain values, the Local Government Commission must review the proposal and grant approval.

The Town is presently involved in planning a project to renovate and expand the police department and to construct a new development office and meeting room at the corner of South Main Street and East Street across from the existing Municipal Building. The financing plan includes seeking a loan of \$3,000,000 with the Town supplying the balance of the funds to pay for the entire project, estimated at \$4,642,520.

In order to present an application to the Local Government Commission, the Town Board must first adopt a Resolution authorizing us to file the application. The Resolution, which you will find attached, discusses the need for the project and the manner in which the payment of the debts will be provided. As you will recall, in the 2006-2007 budget, the Town Board approved a tax rate increase of four cents per \$100, with two cents designated to pay the debt service on the new fire station and two cents designated to pay the debt service on the police/development office construction.

We would ask that the Board approve the Resolution which follows.

ITEM 6. APPROVAL OF LOAN REGARDING RENOVATION AND EXPANSION OF POLICE/DEVELOPMENT OFFICE LOCATED AT 9 SOUTH MAIN STREET

When we were planning this project, our original thinking was that the Town would seek a 40 year loan of \$2,000,000 from the Rural Development Agency of the U. S. Department of Agriculture, a 20 year loan of \$1,000,000 from a financial institution and the Town would supply the balance of the cost. When bids for financing were solicited, the interest rate for borrowing funds had dropped to the point that there was a possibility that the Town might be able to pay for the entire project over a 20 year period rather than have to extend the pay back time to 40 years with Rural Development. The quotations were favorable.

When the Board approved a tax increase of four cents in the 2006-2007 budget, the plan was that two cents would pay for the debt on the fire station and two cents would pay for the debt on the police/development office. At that time, two cents on the tax rate provided approximately \$177,000. Since that time, the Town's tax base has grown substantially and today, two cents on the tax rate provides approximately \$198,000.

At a recent meeting, Finance Director Eddie Caldwell advised that in order to pay for the police/development office over a 20 year period, the annual debt payment would be around \$211,000. So for an additional \$13,000 annually, the Town could pay off this debt over a 20 year period. Otherwise, we could opt for a 20 year loan with a financial institution and a 40 year loan from Rural Development; however, the longer period of time would mean that the Town would have to pay an extra \$1,500,000 to extend the loan for the additional 20 years.

Finance Director Eddie Caldwell and I are recommending that the Town Board select the loan repayment over a 20 year period rather than the 40 year period, with the loan going to Wachovia Bank with a maximum estimated payout of \$4,264,534.40, less \$37,768.80 credit for a total of \$4,226,747.60.

ITEM 7.           REQUEST TO CLOSE MAIN STREET FOR VETERANS PARADE  
ON MEMORIAL DAY, MONDAY, MAY 26, 2008

The Bicentennial Committee for Haywood County has proposed that a parade be held on Memorial Day which is Monday, May 26. This parade is designated to honor the veterans in the county in conjunction with the Bicentennial Celebration.

As such, the Committee has asked that Main Street Waynesville be closed for the parade on the morning of May 26. The parade is scheduled to start at 11:00 a.m., with Main Street to be closed as the parade proceeds north on Main from Academy Street to Carolyn's Point at the foot of Wall Street. The Parade will be organized in the parking lot and on the streets around the First United Methodist Church, with the participants proceeding eastward on Academy Street to Main Street and then northward on Main through the downtown area until it disbands at Carolyn's Point at the foot of Wall Street.

The Waynesville Branch of the Bicentennial Committee is still working through the details of the parade, but they would ask that the Town Board approve the closing of Main Street from 11:00 a.m. until Noon on Monday, May 26, 2008.

ITEM 8. RESOLUTION  
NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM

Police Lieutenant Brian Beck has been working with the North Carolina Governor's Highway Safety Program to secure grant funds to assist with the purchase of much needed equipment for our Police Department.

You will find attached a resolution in which the Town is applying for a grant of \$7,200 and pledges to provide local funds of \$1,800 to create a project budget of \$9,000. The project in this case involves the purchase of six, Golden Eagle Radar Units to replace and upgrade radar units which are presently installed in our police vehicles. The Golden Eagle Radar Units are "double antenna" units, meaning that they will record the speeds of vehicles whether they are approaching from the front or the rear of the police cruiser. The Police Department has funds available in its "Materials and Supplies" budget to cover the local share of \$1,800.

We would ask that the Board approve this Resolution authorizing the application for the grant funds totaling \$7,800.

ITEM 9. ANNEXATION PETITION  
2.77 ACRE TRACT OFF EAST STREET NEAR MEDFORD AVENUE  
CLYDE KINGDOM HALL

A petition for annexation has been received from the Clyde Kingdom Hall for a 2.77 acre tract of land upon which a new church is to be constructed. This tract of land is located near the intersection of Medford Avenue and East Street and lies east of East Street. The petition is filed because the church needs to have water and sewer service. According to the Town's Sewer Use Ordinance, whenever a property owner located outside of the corporate limits applies for sewer service, that owner must also apply for annexation of the property into the Town of Waynesville.

I would note that the 2.77 acre tract in question does not presently touch the corporate limit boundaries of the Town; consequently, this is a satellite annexation rather than the annexation of a contiguous piece of property.

If the Board wishes to consider the annexation of the 2.77 acre tract, the first step would be to direct Town Clerk Phyllis McClure to investigate the sufficiency of the petition.