

TOWN OF WAYNESVILLE, NC
Board of Aldermen – Regular Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786

Date: **September 25, 2012** Time: **7:00 p.m.**

*The agenda and all related documentation may be accessed electronically at www.townofwaynesville.org.
Click on “**Download Forms**” to download materials for all Town board & commission meetings.*

 **Conserve resources; print only when necessary.**

The Town of Waynesville provides accessible facilities, programs and services for all people in compliance with the American with Disabilities Act (ADA).

Should you need assistance or accommodation for this meeting, please contact

Town Clerk Phyllis McClure

(828) 452-2491

townclerk@townofwaynesville.org

A. CALL TO ORDER

1. Welcome/Calendar/Announcements – Mayor Gavin Brown
2. Adoption of Minutes

Motion: *To adopt the minutes of September 11, 2012 (regular session), and February 17, 2012 (annual board retreat) as presented [or as corrected].*

B. APPOINTMENTS TO BOARDS & COMMISSIONS

3. Planning Board
 - (1) vacancy (unexpired term ending June 30, 2014)
 - (3) vacancies (3-yr terms ending June 30, 2015)

5 Applicants:

- *Lee Bouknight (reapplying for 2nd term)*
- *H. P. Bucky Dykes, Jr.*
- *Shell Isenberg*
- *Carolyn Ramsey*
- *Randal K. Siske*

Motion: *To appoint [candidate’s name(s)] to the Planning Board for [term(s) as indicated above].*

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

September 25, 2012

- 2 -

C. NEW BUSINESS

4. Citizen Petition for Placement of Speedbreaks on Camelot Street

Motion: *[At the board's discretion].*

5. Request to Amend LDS, Section 6.4.3 regarding Public Transit Connections and Section 9.5 regarding Bicycle Parking Standards (*Request of Citizen Philan Medford*)

Motion:

D. UNFINISHED BUSINESS

6. Purchase of Corporate Sponsorship for “Arc”toberfest (10/20/12), in support of The Arc of Haywood County

Motion: *To approve purchase of a \$500 sponsorship for a corporate table at the annual fundraiser in support of The Arc of Haywood County.*

E. COMMUNICATIONS FROM STAFF

7. Town Manager-Marcy Onieal
8. Town Attorney-Woody Griffin

F. COMMUNICATIONS FROM THE MAYOR AND BOARD OF ALDERMEN

G. CALL ON THE AUDIENCE

H. ADJOURN

BOARD OF ALDERMEN

UPCOMING EVENTS

Friday, September 21 (5 p.m. – 9 p.m.) and Saturday, September 22 (9 a.m. – 5 p.m.)

Boot Drive by Waynesville Fire Department and Police Department to boost funds for “Million Coin Campaign” - Ingles (Barber Boulevard) and Wal Mart Plaza Parking Lots

Monday, September 24 (11:00 a.m.) – Groundbreaking Old Town Bank, 2045 South Main Street

Thursday – Saturday, September 27, 28 and 29 – Compost and Mulch Sale

Saturday, September 29 (10 a.m. – 2 p.m.) Police Department’s Annual “Pill Drop”
(for public disposal of expired/unused medications) - both Ingles Parking Lots

Monday, October 1 – Sunday, November 11 – Healthy Haywood’s FITNESS CHALLENGE
Registration beginning October 1 at Rec Center and other locations

Thursday, October 4 – Community Food Drive at JV Football Game (Tuscola and Pisgah @ Tuscola)

Thursday, October 4 – Sarge’s 4th Annual Furry Friends Benefit Bash, Cork & Cleaver Restaurant, 6:00 p.m.

Friday, October 5 – Lunch Meeting with Conservation Trust of NC @ 12:30 p.m. in Marcy Onieal’s Office

Friday, October 5 – Community Food Drive at Varsity Football Game (Tuscola and Pisgah @ Pisgah)

Saturday, October 6 – Gary and Donna’s Wedding

Wednesday, October 10 – Belk Ribbon Cutting (time TBA)

Thursday, October 11 – Flu Shots at Waynesville Recreation Center, 8:00 a.m. until 12:00 noon

Saturday, October 13 – Church Street Art & Craft Show, Main Street, 10:00 a.m. – 5:00 p.m.

Monday, October 15 – Leaf Collection Begins

Saturday, October 20 – Haywood County Apple Harvest Festival, Main Street, 10:00 a.m. – 5:00 p.m.

Saturday, October 20 – Senior Safety Day, 10 a.m. – 4 p.m. at Waynesville Fire Station #1 (1022 N. Main Street)

Saturday, October 20 – 4th Annual ARC of Haywood County “Arc”toberfest, 7 – 11 p.m.

Sun-Wed, October 21 – 23 – NCLM Annual Conference in Charlotte

Tuesday, November 6 – Election Day (Presidential/State/County), 6:30 a.m. – 7:30 p.m.

Friday, November 9 – National Parks Conservation Association Blue Ridge Parkway Workshop
NC Arboretum, 8:30 a.m. – 5:30 p.m.

Wed-Sat, Nov 28 – Dec 1 – National League of Cities Annual Congress of Cities, Boston, MA

HISTORIC N.C.

Preservation North Carolina awards Waynesville Town Hall historic restoration

Preservation North Carolina awarded the “Carraway” top prize to the 1917 Waynesville Town Hall Historic Restoration. The Municipal building occupies the former US Post Office, designed by James Wetmore (supervising architect of the US Treasury), and is located on Main Street in downtown Waynesville. The Town of Waynesville acquired the building in 1966 and performed limited renovation, made additional renovations in 1989, while still leaving the exterior virtually unaltered. Its Doric pilasters and wood sash windows characterize the historic building; the repair and weatherization of the more than thirty windows, with original wood sashes and transoms, comprised the bulk of the preservation project.

Under the administration of Town Manager Lee Galloway, consulting engineer Bill Wescott developed specification for exterior building shell repair. The work was conducted by Strickland Waterproofing, and started in June of 2011 and completed in six months.

The building was listed in the National Register of Historic Places in 1991, and Waynesville’s Main Street Historic District was listed in the National Register in 2005.

The Carraway Awards are presented each year to people and organizations demonstrating genuine commitment through extraordinary leadership, research, philanthropy, promotion and/or personal participation in historic preservation.



REGULAR MEETING
TOWN OF WAYNESVILLE
BOARD OF ALDERMEN
TOWN HALL – 9 SOUTH MAIN STREET
SEPTEMBER 11, 2012
TUESDAY – 7:00 P.M.

The Board of Aldermen of the Town of Waynesville held a regular meeting on Tuesday, September 11, 2012. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, Julia Freeman, J. Wells Greeley and Leroy Roberson. Also present were Town Manager Marcy Onieal, Assistant Town Manager Alison Melnikova, Town Clerk Phyllis McClure, Town Attorney Woodrow Griffin and Planning Director Paul Benson. Mayor Brown called the meeting to order at 7:00 p.m.

Calendar of Events

Mayor Brown gave an overview of upcoming events. It was suggested that a donation be considered by the Board at the meeting on September 25 for the “Arctoberfest” event. Other events include in October the NC League of Municipalities Meeting , Church Street Art Festival, Apple Festival and Election in November. No action was needed.

Proclamation – In Remembrance of the Events of September 11, 2001

Mayor Brown read a proclamation regarding the events of September 11, 2001 and urging citizens to dedicate September 11 of each year as a day to mourn, reflect, remember and honor the victims and innocent lives lost as a result of these events and pay tribute to the brave men and women who serve in our nation’s military.

Approval of Minutes of August 28, 2012

Alderman Caldwell moved, seconded by Alderman Roberson, to approve the minutes of the August 28, 2012 meeting as presented. The motion carried unanimously.

Presentation Regarding Town Employees’ Annual “Pack the Pantry” Food Drive

Town Manager Marcy Onieal introduced Assistant Finance Director Dean Trader, who is chairing this year’s town employee food drive, commending him on his leadership of this project and noting the tremendous commitment of employees in all departments who help fulfill an urgent need in the community and make this annual drive for the Haywood Christian Ministries a success. Mr. Trader thanked the Board for allowing this event to be held. He recognized former Town Manager Lee Galloway, Assistant Town Manager Alison Melnikova, and Town Manager Marcy Onieal for their continuing leadership and support of this event.

Each year this event has grown with results from last year totaling thirty-five truck-loads of food and close to \$4,000 in monetary donations collected. These collections help Haywood Christian Ministry and the Community Kitchen in Canton. Many sponsors and participants are returning this year, including ROTC. The largest food collections happen in the Haywood County School System, with the first event on Thursday, October 4 at the Tuscola vs Pisgah Junior Varsity Football Game, and the second on Friday, October 5 at the Pisgah vs Tuscola Varsity Football Game. During this time fans compete to see which team can collect the most food. Food collected by Pisgah fans will benefit the Community Kitchen in Canton and food collected by Tuscola fans will benefit Haywood Christian Ministry. After being collected, the food is weighed and a trophy is awarded to the school with the most food collected.

Three elementary schools will be participating, including Jonathan Valley, Hazelwood and Lake Junaluska. It is phenomenal to see the amount of pride the children have in collecting food and the amount of food they have collected. Collections of food along with a boot drive for collection of money will continue in the parking lots of Best Buy and Ingles Friday, November 16. The final event will take place at the Town of Waynesville Employee Appreciation Luncheon. Flyers will be distributed to various businesses and organizations and help from the news media, including The Mountaineer and radio coverage from 1400 The Peak will begin soon.

Mayor Brown said he likes the fact that this event is employee generated, reaching out to the community and engaging the school system, showing that this is a community effort. Board members were encouraged to attend some of these events. Mr. Trader thanked the Board for allowing employees to take part in this food drive each year. Manager Onieal noted how the drive had grown in 5 years from a small employee-only one day collection to a county-wide effort with active participation by two municipalities, the school system, the media, and the public at large.

Public Art Commission Annual Report Presentation

Earlier this year Town Manager Marcy Onieal recommended that the Board of Aldermen receive annual reports from each of the appointed boards and commissions. The current plans of the Waynesville Public Art Commission (WPAC) made that Commission a logical board to begin this rotation. The WPAC will soon advertise for artist submissions for another major piece of original artwork, to be installed in the Mini Park in August 2013, with the theme of *Wildflowers of the Smokies*. Once this artwork is installed, the WPAC plans to move out of downtown and commission artwork for installation in the Hazelwood or Frog Level areas.

Jan Griffin, WPAC Chairman, began her presentation with statistics from their fundraising cookbook which is available for purchase at various shops on Main Street and the Gateway Club. To date the profits from this cookbook are \$557.50. Ms. Griffin expressed appreciation to the community for this fundraising effort.

The last piece of artwork in the downtown area will be located on the wall in the Mini Park with a theme of wildflowers of the Great Smoky Mountains. Requirements for the multi-dimensional piece will include materials that will need no service by the town for at least twenty years, so wood will not be an

option. The call for artists will be released on Wednesday, September 12. The WPAC will be touring Hazelwood and Frog Level since one of these areas will be the location of the next artwork. Community awareness meetings are planned to inform the public about what the Commission does, the difference between the WPAC and Haywood Arts Council and how the Commission's work is funded. The Commission hopes to gain volunteers to serve on ad hoc committees and others interested in serving as PAC members as vacancies occur. The Commission also plans to have speakers attend Rotary and other meetings to further inform the public about the WPAC, hoping to gain volunteers for fundraisers and broaden their base.

Mayor Brown said one of the most popular pieces of artwork is the Old Time Music piece on Main Street. Assistant Town Manager Melnikova was praised for her work with the WPAC group. Other areas mentioned for future artwork include the Wal Mart Shopping Center off South Main Street and the North Main Street area near Barrett Motor Company.

Public Hearing – Request to Rezone 8.0 Acre Parcel located at 75 Giles Street from Hazelwood Business District (H-BD) to Commercial Industrial (CI)

This property is the former site of the A. C. Lawrence Leather Company, a tannery located south and west of the Hazelwood Central Business area, bordered by the Norfolk Southern Railroad and Browning Branch. The property is currently occupied by a 12,000 square foot warehouse. The property is currently zoned Hazelwood Business District (H-BD) and Rick Wrenn, Manager of Richland Creek LLC is requesting that the property be rezoned to Commercial Industrial (CI).

Planning Director Paul Benson said the request received favorable recommendation from the Planning Board. It was requested that the portion between Browning Branch and Hazelwood Avenue remain as it is currently zoned. This property is located off Hazelwood Avenue and has traditionally been used as industrial property. Commercial/industrial zoning along the railroad corridor has historically been supported. When the 2020 Land Development Plan was adopted the industrial uses were narrowly defined and a number of industrial uses were permitted. Mr. Benson recommended that as requests are received they be reviewed individually and considered on a case-by-case basis. No industrial zoning survived when the map was redone in 2002. If the Board plans to rezone the property two motions are necessary. The first motion amends the text of the 2020 Land Development Plan under the "Industrial" section.

Attorney Griffin opened the public hearing. No one spoke; Attorney Griffin closed the public hearing.

Alderman Roberson moved, seconded by Alderman Freeman to amend pages 5-13 of the 2020 Land Development Plan by adding the following text as the last paragraph under the "Industrial" section: "In addition to the Industrial locations mapped on the Future Land use Map, other locations, particularly within the railroad corridor, may be appropriately designated "industrial" and should be considered on a case-by-case basis, provided that such locations are compatible with existing and planned infrastructure and neighboring existing and planned land use." The motion carried unanimously.

Alderman Greeley moved, seconded by Alderman Caldwell, to adopt Ordinance No. 14-12, amending the Town of Waynesville Land Development Map to rezone the 8.0 acre property located at 75 Giles Street to the west of Browning Branch from Hazelwood Business District (H-BD) to Commercial Industrial (CI), and finding said action consistent with the Town's 2020 Land Development Plan. The motion carried unanimously. (Ord. No. 14-12)

Mayor Brown recognized Matt Haynes, representing Giles Chemical Corporation and Patrick Bradshaw, Engineer. Mr. Haynes said at the present time the office space on the property is being refurbished which will be a visual improvement. The warehouse on the property will continue as it has been used. There are no plans at the present time for other changes, but this is a flat piece of property located close to the By-Pass and is convenient for future considerations. Giles continues to be solvent as a substantial producer of Epsom Salt at the Commerce Street property and remains the largest producer of Epsom Salt in the United States.

Public Hearing – Amendment to Sign Ordinance Regarding Political Signage

Manager Onieal said last year the NC General Assembly amended State Law to limit local government authority to regulate political signs along State Highways (NCGS 136-32). Within the Town of Waynesville there are many State Roads. In order to maintain consistency with NC General Statutes, town staff initiated an amendment to Section 15.5.12 of the Town's Land Development Standards:

1. Exempts political signs on the rights-of-way of state highways pursuant to state law,
2. Changes the time period for placement of political signs from 60 days before the election to 30 days before "one stop" early voting, and removal after the election from 14 days to 10 days. This actually shortens the existing period since early voting beginning 19 days before the election (total 49 days vs. 60 days) and by 4 days after the election.
3. Eliminates language for runoff elections, since above periods will apply to all elections: primary, general and runoff.

Political signs would be prohibited from town right-of-way, but can be placed on private property with permission of the property owner.

Alderman Greeley moved, seconded by Alderman Freeman, to adopt Ordinance No. 15-12, amending Section 15.5.12 of the Town of Waynesville Land Development Standards as presented, for the purpose of regulating political signage in conformance with Section 136-32 (2011 Senate Bill 315). The motion carried unanimously. (Ord. No. 15-12)

Report on Progress of Lake Junaluska Municipal Task Force & Authorization to Proceed with Consolidation Study

The Lake Junaluska Municipal Study Task Force has been meeting since late April 2012, examining which options of governance and service provision offer the best future for the Lake Junaluska community. The study identified four specific options under consideration:

1. Remain unincorporated and change nothing
2. Transfer control of water/sewer systems

3. Incorporate LJA as a town
4. Merge with the Town of Waynesville through annexation

At Lake Junaluska's request, the town manager and staff made a public presentation about merger options and municipal services to nearly 150 LJA residents and Task Force members on August 9, 2012, and the manager followed with a similar presentation to members of Waynesville Rotary Club on August 31, 2012, receiving thoughtful questions, comments and positive feedback from audience members on both occasions. After lengthy discussion at its meeting of September 5, 2012 with all voting members present, the Task Force voted unanimously to remove Options 1 and 2 from further consideration, and to request that the Town of Waynesville partner with Lake Junaluska to further explore the annexation option by initiating a consolidation study and beginning more formal discussion (both unilateral and bilateral) of the specific issues and areas of interest or concern that must be addressed before an agreement to merge could be successfully negotiated.

The Task Force has recommended that the Community Council/LJA Board authorize funds and staff to work with Town Staff to develop a scope of work and request for qualifications (RFQ) for the purpose of securing outside engineering and consulting assistance, as needed. The consolidation study would be designed primarily to focus on projected costs and benefits of merger, especially as they relate to infrastructure needs, but it might also identify some of the legal, administrative, financial and operational requirements that would arise out of any proposed merger. The Town has already approved limited funding for this purpose in the adopted budget. The Task Force is aiming for formal action by its appointing Board in early October. The Town has made clear that any investment of Town time, staff or resources in further study or serious pursuit of annexation would come only with a formal invitation from LJA. That invitation is now imminent.

Ron Clauser, Lake Junaluska Municipal Study Task Force Chairman, and Buddy Young, Lake Junaluska Maintenance Supervisor, attended the Board Meeting. Mr. Clauser commended town staff for their excellent presentation in August. The idea of examining options originated with the new leadership of CEO Jack Ewing at Lake Junaluska. With their 100 year anniversary approaching, this was a way to be more proactive in looking toward their next 100 years. One accomplishment was the Municipal Study Report, which was thorough without making recommendations, but providing the pros and cons of various options. Not only was this reviewed by the Task Force, but many others as well, in a very open manner, without secrets or hidden agendas. The Task Force met as a group, allowing everyone an opportunity to speak about the options. Their vote was unanimous to eliminate the first two options to remain unincorporated and to transfer control of water/sewer systems. The next step and responsibility is to make a recommendation to the Community Council. The recommendation will then go before their Board of Directors. The two options remaining are that they are seriously considering include incorporation of Lake Junaluska Assembly as a town and merger with the Town of Waynesville through annexation. The Board of Directors will meet in early October. A solution is being sought that benefits both Lake Junaluska Assembly and Waynesville to determine what is best for the entire community. Mr. Clauser expressed appreciation to the Town of Waynesville for the good relationship between Waynesville and Lake Junaluska through the years. There have been a number of people in their community who have attended meetings to learn more about each option. Minutes from their meetings

are posted on their web site and good summaries have been provided by the local news media. It is important that the community be informed and allowed opportunities for feedback.

Mayor Brown said the Town currently has \$25,000 in its budget to initiate the type of study needed. More information will be available after the Lake Junaluska Board of Directors meet in October. The School of Government can be included when needed.

Manager Onieal said the Board of Aldermen have made it very clear that the Town is not pursuing the annexation of Lake Junaluska into Waynesville and will only become involved when requested. No studies have been done to reflect whether this is a good financial move for Lake Junaluska or the Town. There are opportunities to receive Planning Grant monies which would defray the cost of hiring an engineer. Permission was requested from the Board to allow town staff to move forward with this study and permission was requested from Lake Junaluska to move forward with discussions.

Alderman Caldwell moved, seconded by Alderman Greeley to endorse the proposal of the Lake Junaluska Municipal Task Force recommending further study as to the feasibility of a merger of the Junaluska and Waynesville communities through annexation; to accept Lake Junaluska Municipal Task Force's invitation of partnership in preparing a formal consolidation study; and to authorize the Town Manager to initiate said study to the extent that planning funds from partners and outside grant sources are available and/or already committed. The motion carried unanimously.

Mayor Brown thanked Ron Clauser and Buddy Young for their attendance at the meeting.

Communications From Town Manager

Skate Park Update - Manager Onieal reported that construction on the skate park is scheduled to begin in the spring since it would not be possible to have construction completed before winter. Bids for construction will be scheduled in the spring.

Water Plant – concrete repair work is underway and scheduled to be completed before fall.

Public Works – weight scales have been installed on trucks in order to comply with weight limits when hauling to White Oak.

South Main Street Rock Wall – town staff has taken some remedial steps to repair some of the historic rock wall along South Main Street. The rock wall is located on private property within the right of way of NCDOT so the Town does not have easements within this area. However, this is felt to be an important part of Waynesville and at some point in time will need to be addressed.

Mayor Brown thanked Manager Onieal for all her work, noting that she had spent her first couple of months on the job looking at the internal workings of the town and will spend the next couple of months working with various boards and commissions to gain a better understanding of the work they do.

Adjournment

With no further business, Alderman Caldwell moved, seconded by Alderman Roberson, to adjourn the meeting at 8:09 p.m. The motion carried unanimously.

Phyllis R. McClure
Town Clerk

Gavin A. Brown
Mayor

2012 Town of Waynesville Annual Planning Retreat

Friday, February 17, 2012

Laurel Ridge Country Club - Mountain Vista Room

Present were Mayor Gavin Brown, Aldermen Gary Caldwell, Julia Freeman, Wells Greeley and LeRoy Roberson. Others present were Town Manager Lee Galloway, Assistant Town Manager Alison Melnikova, Finance Director Eddie Caldwell, Public Works Director Fred Baker, Town Clerk Phyllis McClure, Attorney Chase Wells, Southwestern Commission Facilitators Sarah Graham and Bill Gibson. The retreat was convened at 8:10 a.m. by Facilitators Sarah Graham and Bill Gibson. Sarah Graham established ground rules to have one speaker at a time, participation by everyone with no one dominating, and it is acceptable to disagree, working as effectively as possible as a group. Ms. Graham asked for opening comments.

Alderman Greeley looks forward to working with a new team, which will become even newer as the current manager, Lee Galloway, departs in retirement and there is work needed with changes at the management level. Although there are challenges, he has respect and support for all fellow board members and manager. Alderman Freeman looks forward to working with the board and town employees. Alderman Roberson agreed, adding that the town is in excellent shape and running very well. Alderman Caldwell said soon to retire Manager Galloway will be missed, but he looks forward to the challenges of choosing a new manager. Mayor Brown said the combined years of experience of the staff present at the retreat is at least 100 years, and “when breaking new ground don’t plow the old ground too much”. Selecting a new town manager is the board’s most important item this year and he believes there are six good candidates to be considered.

Manager Galloway said this board makes good decisions and this is why the town has been able to accomplish what has been accomplished. The new manager will have this benefit and the board has the challenge of following a manager that has been in place for the past eighteen years. There are department heads he has hired while manager and new members on the board. The new manager can call him anytime and he is willing to help, but once he retires does not want to be in the way or make the new manager feel that he is still here. He is grateful for the relationship the board and manager have had and has always felt like a part of the team. Manager employment agreements will be discussed later during the retreat.

Overview

Manager Galloway asked each department head to provide a list of goals and objectives regarding their operations, personnel and capital improvements. The board will benefit from information when they meet with the candidates. This is a good starting point for the board and there will be discussion regarding several items of concern that will need to be resolved in the near future, including solid waste. Land of Sky will speak to the board at the next meeting and discuss some changes in the way solid waste is handled. Other issues to discuss include the skate park. Manager Galloway thanked the board for being involved and for all they do, adding that the average citizen doesn’t realize how much is involved in being a board member.

Eddie Caldwell said cash on hand allows the town to take care of problems and take advantage of opportunities as they arrive. The cash report shows that the town has the most cash and investments since he began work here. The General Fund has grown from \$6.3 million to \$6.7 million. When water lines were installed at Eagle Nest, the State invested one million dollars and the Eagle Nest community was asked to pay \$300,000 to pay off the loan as it came due. Waynesville has a large water/sewer system. There are some concerns regarding the electric fund. In June 2011 the fund had \$1.9 million dollars. In July the loan

was made on the substation and the amount was reduced to \$1.5 million. The balance normally increases in the fall, but has held around \$1.5 million. Fuel costs have begun to increase again. In the Public Works funds a charge is made to each department according to the square footage they occupy and there are two mechanics in the Garage Fund with more than 100 vehicles to maintain. Money left over from the Playground Fund is to be used for maintenance of the playground. Fire and Police projects had money remaining after the projects were completed which will be transferred to the General Fund at the end of the year. The Capital Improvements Fund is used for facility repairs as needed. Leaks were repaired at the Municipal Building, a new roof was installed on the Recreation Center and work has been done at the Hazelwood Office. Money is set aside in the Perpetual Care Fund for future cemetery maintenance.

Outstanding loans were listed, along with interest and principal payments needed over the next five years. Mayor Brown asked if any thought has been given to consolidating some of the higher interest rate loans and Eddie Caldwell said this is being investigated. Mayor Brown explained how the Local Government Commission reviews and oversees some loans to ensure that the loan is done in a financially sound manner. Bill Gibson added that the LGC is part of the State Treasurer's Office, serving as a free council that can advise local governments. Mr. Gibson said the current appetite in State Legislature is to move toward having voters approve debt. Manager Galloway said this is now in committee review, but if approved it will tighten the screws on debt. Before 1983 there was no lease-purchase type debt, it was all bonded debt. When the Towns of Hazelwood and Waynesville merged in 1995, some of the bonded debt from 1977 was inherited and had to be paid off. There are concerns for cities that take on lease-purchase agreements for large amounts of debt. Manager Galloway said low interest rates offered presently could save a lot of money. Bill Gibson said it is important to pay attention to the League Bulletins, adding that there is a reason why the voters were upset over this type of financing such as for the Randy Parton Theater. Mayor Brown said during the last election voters were upset that Waynesville had spent some money on various projects. Manager Galloway added that Waynesville currently has 19 million dollars in debt and would be allowed to have as much as \$80 million in debt Under Local Government Commission rules.

Eddie Caldwell said tax collection is the Town's largest revenue source and this year's budget is based on the Haywood County revaluation in 2011. Through the end of January the town is running \$97,000 ahead of last year, but collection percentage overall is down and it is felt that this is typical with the economy. The debt setoff program which began several years ago is still being used. Past due accounts can be collected from individual's bank accounts, wages and tax refunds.

Alderman Roberson pointed out that the tax collections in the Municipal Service District were down. Eddie Caldwell said values were increased with the recent revaluation. When the budget is being prepared each year the tax collection rate from the previous year can be used, but the rate cannot be higher. Mayor Brown said the sales tax revenues are slowly increasing. Sales tax is the second largest source of revenue in the General Fund. Building/Planning fees are up, mainly because of new construction for Belk, Michaels and PetSmart. Manager Galloway said cable and franchise taxes always run one quarter behind.

Public Works Director Baker reported on collections, placed in the Electric Fund, for cable and telephone attachments on town owned utility poles. The telephone agreement dates back to the early 1990's and is only \$8.50/pole. The cable company does not own poles and they are charged \$4.50/pole. Occasionally a private entity offers to buy the rental agreement for cell tower rentals for a lump sum, but Waynesville has declined because it is more beneficial to receive yearly payments than a lump sum.

Finance Director Eddie Caldwell said the Water Fund is improving and a transfer from the Electric Fund to Water Fund has not been necessary. The Sewer Fund is comparable from one year to the next. The Electric Fund had a \$64,000 short fall last year and currently has a \$469,000 shortfall. Sales are down and power costs are down because of the mild winter. \$50,000 was spent on new transformers in order to accommodate the business expansion of Sonoco in Waynesville. A budget amendment may be needed at the end of the year.

Manager Galloway said fuel costs are the biggest driving point in the Electric Fund. The 2010 negotiated agreement with Progress resulted in a savings of \$250,000 per year, which was used to make the payment on Haywood County's parking deck. In the contract with Progress Energy the kilowatt hour charged remained the same, the demand rate went up and overall the average increase was 5.27%. The Board approved a 5% increase in the budget to cover the increased costs in the new contract but fuel prices began to drop. Progress Energy rates for the Town began to decrease and the Town began to make money. The rates are reviewed on a monthly basis but have not changed since 2009. The economy is improving and the cost of coal is beginning to rise. The Brunswick Nuclear Plant was closed in November 2011 requiring Progress Energy to purchase more coal increasing Waynesville's costs. This may need to be reviewed for a cost increase beginning July 1. Eddie Caldwell explained that the fuel adjustment is billed to Waynesville's customers monthly. Sonoco purchases 26% of the power sold by Waynesville. When Sonoco reduced their facility operation to five days per week it reduced those sales by 5%. The electric fund is important because without this fund, taxes would have to be increased. Mayor Brown said there can be no internal growth in the Town's electric system. Sonoco's expansion will make some difference. Residents are using power saving items such as more efficient light bulbs which reduces the sale of electricity. The Town is extremely fair with its customers and town staff will need to look at how increases can be passed along and continue to remain fair to the customers. Manager Galloway said reductions have been made in transfers from the electric fund to other funds and he would like to continue to do so. At the same time, Waynesville wants to keep the tax rate low and this can be done by subsidizing the other funds.

Waynesville Skate Park – Parks and Recreation Director Rhett Langston

Manager Galloway said the Town began discussing a Skate Park several years ago and in the 1999-2000 budget, money was set aside for the project. Parks and Recreation Director Rhett Langston began working on the Skate Park and since then a \$61,425 PARTF grant was received, along with a \$20,000 contribution from Kiwanis. At this point the Board will need to determine what direction the park will go in.

Rhett Langston reported on the process for the Skate Park. A total of \$136,652 has been raised through grants, brick sales and other pledges. Spohn Ranch, a company based in California and a top designer of skate parks in the United States, was hired to design the park. A representative visited Waynesville and several meetings were held with the public and skateboarders to develop the design. Cherokee and Hendersonville have unmanned skate parks. The City of Asheville also has a skate park, but their park is manned. The total cost for the park was estimated at \$295,000. Since that time the consultant with Spohn Ranch has indicated that the costs have risen approximately 10% so the cost is now closer to \$300,000.

Alderman Caldwell said he has seen skateboarding grow over time and skateboarders don't have anywhere to skate. This is not a dying issue and he felt that the design for the park is a state of the art facility with like no other in the State of North Carolina. The main issue that has kept it from moving forward is financing. Close to 50% of the needed funding has been raised and he asked the board members to consider financing the remainder to complete the project. Skateboarders could walk to the facility and use it free.

Skateboarding has been considered a nuisance in some parts of Waynesville. Facilitator Graham asked if consideration has been given to scaling down the park. Alderman Roberson said his impression is scaled down, the skateboarding challenge would be reduced and if skaters don't feel that there is a challenge they will be back on the street to seek more challenge. Alderman Freeman said two of the greatest assets in the community are the elderly and the youth and she felt that supporting projects for both is very important. There was discussion about delaying the project and the increase in price which has already risen 10%. Alderman Greeley said this would be an investment in our youth and increase the benefits of parents bringing their children to Waynesville for the day. It falls in the category of good growth and good investment. The Skate Park will allow for tournaments which will draw others from surrounding areas for competition. Manager Galloway said money is available for this project and direction was needed from the Board to proceed. Manager Galloway mentioned that Harrah's or the Cherokee Preservation Foundation might be receptive to contributing. Facilitator Gibson said there is no reason not to ask.

Park Designs and Restrooms

Rhett Langston said the old swimming pool was demolished and the old green building has been removed. The restrooms that were burned by vandals were demolished and removed. On January 10, Linda Mill with the newly founded Tennis Association gave a presentation on behalf of the Tennis Association on what they would like to see in the park. 93% showed interest in improving the current tennis courts, restrooms and tennis socials. There was no interest in showers, but would like to see the restrooms refinished, benches installed and a community room added for tennis socials. They would like to see two new courts added where the pool was located at a cost of approximately \$70,000. Repair to the existing courts will cost around \$160,000. Renovations could bring more people to participate in tournaments. Mayor Brown said the existing tennis courts have been located there for around 45 years. Manager Galloway asked if the Board would be willing to allow town staff to hire an architect to begin design on the project and Board Members were agreeable to proceed with design.

\$97,000 was received from the insurance company for the restrooms that burned. Alderman Caldwell suggested a gazebo large enough for parties, musical bands or possibly a tailgate market. Rhett Langston added that Vance Street restrooms have been redesigned and look very nice.

Concealed Weapons Ordinance – Police Chief Bill Hollingsed and Town Manager Lee Galloway

Manager Galloway said for some time there has been an ordinance prohibiting concealed weapons on all town property. The General Assembly in the last session under the influence of special interest groups decided that the regulations were too much. Effective December 1, they decided to change the regulations where concealed weapons could be banned. They can still be banned from recreational facilities, playgrounds, athletic fields, swimming pool and athletic facilities, but people can be allowed to have weapons in their vehicles. Town staff has been working with Attorney Griffin to get sample ordinances from other community.

Chief Hollingsed said concealed weapons have been banned at school athletic events. Ms. Melnikova said there have been some cities that even though changes have been made to allow concealed weapons, they have chosen not to change their ordinances. Manager Galloway said at some point this will be challenged in court. There is a group that feels that concealed weapons should be allowed everywhere, but people in the "heat of the moment" at times make decisions they would not otherwise make. Chief Hollingsed has seen in the past that it may not be people with permits carrying concealed weapons, but rather others that choose to carry a weapon illegally. At schools you are not allowed to carry a weapon on school property or athletic

event. Manager Galloway said it is felt that concealed weapons would be prohibited in Waynesville's parks, playgrounds, ball parks, dog park, disc golf course, skateboard park, soccer field, baseball field, track and recreation center. Also included would be East Street Park since it includes a picnic area, Boy Scout Hut and playground equipment. The Hazelwood Park has a playground and ball field. Chestnut Park Drive is not part of the Town's parks since it belongs to the residents. Mayor Brown said the Town could take a position to prohibit concealed weapons. Alderman Caldwell said there is concern about greenways since people may walk at night and this would not be considered a recreational facility. Chief Hollingsed said the reason for enactment of the bill is to allow those using the area to carry their concealed weapon for protection. There was discussion that in order to enter the greenway you would have to enter some of the park area. Adopting an ordinance would give the town the right to be proactive during athletic events. It was the consensus of the Board to be proactive and prohibit the carrying of concealed weapons in those areas and they requested that Attorney Griffin develop an ordinance.

Internet Sweepstakes

Manager Galloway said internet sweepstakes machines began appearing around 2004 and some buildings have as many as 25 machines. In most cases they were found to be prohibited, however, one judge ruled that they were legal several years ago. The Towns of Canton and Maggie Valley charge a fee for the machines. Waynesville does not at the present time.

Chief Hollingsed said the District Attorney's Office feels that video poker laws are unenforceable at the present time. Since June 2010, several locations in Waynesville have been repopulated with the video gaming machines, and two additional locations have requested opening video cafes. Alderman Roberson suggested that based on the ruling, Waynesville could charge a fee for internet sweepstakes machines. Other board members agreed, suggesting that fees collected could be used to help fund recreational activities such as the Skate Board Park next year. It was the consensus of the Board to authorize town staff and town attorney to develop an ordinance regarding internet sweepstakes machines. The Police and Finance Departments could develop a method of inspecting the machines and collecting fees.

Planning Studies Update

Planning Director Paul Benson reported on a recent rezoning request in an area along Russ Avenue. This road was widened in 1992 and the zoning jurisdiction has been widened. There has been concern that this area could develop with uses that are not very attractive. Rezoning requests have been to change parts of the area to commercial zoning. The area is not strictly residential, there are some office type uses and interest has been expressed to opening the area to additional commercial uses. A neighborhood/commercial district could be considered. Most property in this area is underdeveloped. There are single family homes as well as large vacant lots and there is the question of how the Board would like to see development occur. There are plans to present this to the Planning Board on February 20 for their review so they can suggest a neighborhood district that would allow a wider range of uses, but also allow unlimited residential density. This area has good utility service, including water and some sewer. The area has a large number of satellite annexations. There was some discussion regarding a recent decision to deny a rezoning request by Barberville Baptist Church even though there is commercial property in the area as well as a large area where dirt is being removed. Manager Galloway said the Planning Board agreed at that time that the dividing line between the commercial and residential areas was Bradley Street.

Solid Waste Issues

Manager Galloway said Haywood County will be closing the transfer station beginning July 1, 2012 and this has been discussed at length during the past year. Solid waste is a big issue and in making their decision, it does not appear that Haywood County considered the financial impact for municipal budgets. It is estimated to cost \$200,000 more per year for Waynesville. Land of Sky Regional Council has done a lot of work in solid waste issues and they are scheduled to have a report for Waynesville by February 28. Waynesville operates several types of solid waste collection, including residential, commercial, recycling, street sweeping, bulky waste and yard waste. \$1,450,000 is spent yearly on providing these services and the Town collects about \$800,000 from residential and commercial fees. Land of Sky calculates that the additional costs for town crews to travel to the White Oak Landfill to be \$172,000. Waynesville provides a high level of services, comparable only to Biltmore Forest. With the increased costs, some alternatives will need to be considered. Recycling needs to be increased since Waynesville's collection is well below the average. Waynesville's cost to provide this service is \$137/ton. Recycling will be kept at the Jones Cove Road site by the County. A tipping fee might be considered since more people may recycle if they are required to pay for the service. Another consideration is for the town to provide a recycling cart for residents. Grants are available through the State for the purchase of the carts. The cost for providing the service of collecting bulky items such as old refrigerators and furniture is \$174,000 per year. Street sweeping costs around \$130,000 per year and this service has been reduced to one week per month because of the high cost for tipping fees. \$442,000 per year is spent collecting yard waste. The Town has tried to place limits on yard waste collected, but this is difficult to enforce. There have been times when residents haul yard waste into Waynesville from outside the corporate limits and contractors sometimes leave waste for Waynesville to pick up.

Trucks used by the town are lighter at each dump because they are emptied often and begin each day with an empty truck. It may be possible to haul larger loads since the drive to White Oak will be much further. It will take some time to work through these issues and determine any needed changes such as collection routes. Superintendent Daryl Hannah feels that the changes can be made without hiring additional personnel.

Fred Baker said the Board could consider options such as privatization, but the Town can also make changes that are affordable. It has been known for quite some time that the costs for solid waste disposal are high, and he doesn't have a problem with the tax rate subsidizing some of the solid waste budget. There was not a user fee until recently. The community benefits from having a solid waste program. He would encourage a small cost on recycling to build the program. 80% of the costs are coming from 20% of the town's customers and the fees are associated with those that are making the greatest use of the program.

Alderman Greeley agreed that yard waste is a great perk for residents. The reality is that the Town may need to offer a tier of services. Residents may participate in recycling more if there is a fee associated with it. There seems to be some skepticism about whether recycling is being recycled. It is important to get information to the public about how recycling helps the environment.

Manager Galloway said Assistant Manager Melnikova has spoken with American Recycling in Asheville. They accept recycling and pay a small fee for the recycling but this would not cover the cost for fuel to carry it there. Daryl Hannah has suggested switching to a rear loader truck to carry recyclables, since this will carry more and save travel to the Jones Cove Road Facility. A decision would need to be made soon since time is involved in obtaining a rear loader truck.

Mayor Brown asked if the Town has looked at competition in this area. Manager Galloway said information was received from Consolidated Waste Services, and looked at the possibility of putting in a transfer station owned by the Town. Waste Pro requires more than 125 tons per week. Waynesville collects approximately 42 tons and if Canton and Clyde are included this will increase to approximately 60 tons per week. Privatization would probably save money, but employees would not have the benefits they have by working with Waynesville. Mayor Brown asked about the possibility of increasing the town's customer base. Alderman Freeman is not opposed to the fees, but would like to hear the study. Alderman Roberson asked how much the Town is paying Haywood County at the present time. Eddie Caldwell said Waynesville has budgeted to pay the County \$200,000 for tipping fees. There is no tipping fee charged on residential. Glass generated by restaurants and bars is now required to be recycled. Fred Baker asked how many households are billed the monthly garbage pickup fee currently at \$6.50/month. Eddie Caldwell said there are 6,450 households. Manager Galloway said the County currently does not charge for disposal of recycling and furniture and those items are taken to the Jones Cove Road Facility. The County has indicated that they can use some of their gain to help localities with their expense for their drive to White Oak Landfill. He encouraged the Board to have a contract with Haywood County so that the amount is specified. It was pointed out that Haywood County once contributed \$70,000 per year for recreation but this is no longer received. There was further discussion on whether the Town should consider constructing and operating their own transfer station opposed to hauling garbage to White Oak or Brevard Road. It was projected that over a 20 year period White Oak would have the least cost.

There was discussion about the Town's yard waste landfill. Manager Galloway said the State has praised this operation because yard waste is chipped into mulch by a grinder and sold to customers. The yard waste doesn't have to be hauled to White Oak. Mayor Brown asked about the possibility of allowing customers to haul yard waste material to the site. Mr. Baker said the Town has been cited in the past because when people are allowed to haul material themselves they often mix tile and other materials that are not allowed. It was also pointed out that if contractors are allowed to dump there it might overwhelm the town and their capacity to operate the grinder. A suggestion was made by the Mayor that the Town could weigh the loads being hauled in and charge a disposal fee.

Manager Galloway said the report is interesting and allows the Board to compare the high level of Waynesville's services to that of other communities. Sarah Graham said the Board may want to consider some changes in the area of solid waste services. Manager Galloway suggested that the Board think about how to balance an additional charge per month for solid waste services.

Department Goals

Manager Galloway said each department was asked to develop a list of goals and objectives for the Board and new manager to consider and discuss further with department heads. Some were technical in nature such as the suggestion by the Water Plant to consider the use of bleach rather than chlorine as other communities are doing. Another is a redesign of the Town's web site. There has been discussion that the next town manager would have a greater interest in technology. Website design can make a big difference for a business that is looking for a community in which to locate. If the website is easy to follow they will look at Waynesville, but if not they will go to the next community.

Highlights include the roof on Fire Station I which has been an issue for quite some time. After the snow in 2009, the beams were found to have the wrong size bolt because the holes were drilled larger, making the hole for the beam too large and the beam wobbly. A structural engineer looked at the roof and suggested

four options. He did not feel that there was any danger of roof collapse. One option was to re-drill holes and install larger bolts and another option was to do nothing. Attorney Bill Cannon wants to review how and when the bonding company was notified in order to determine if there is a claim against them. Construction Logic, the company that built the Fire Station is no longer in business.

Human Resources – Margaret Langston would like to continue succession planning to ensure that employees are properly trained when there is a vacancy. She would like to implement a Pay for Performance System which was stopped when options were being considered to help pay for rising health insurance costs. Risk Management and Safety Programs are needed as well as merit pay which was last done in 2001-2002. Manager Galloway said Ms. Langston does a great job and according to Steve Strauss, in most towns the size of Waynesville there would be three employees in the Human Resources Department.

Horticulture – Jonathan Yates has done a great job in working with the community. Jonathan began as a study student from Haywood Community College in the Horticultural Program. Another study student is currently working with Jonathan twenty hours per week and he continues to build relationships within the county. One of his goals is to establish a walking program throughout Waynesville, and the addition of identification tags for trees. Long terms goals include construction of a greenhouse so he could grow more of his own plants rather than purchase them.

Finance – Finance Director Eddie Caldwell said the time has come for a new server for the Town's financial system or a cloud server. Updates are being done every year and under a new program this could be done at night and everything should be up and going by the next morning. There is concern that since the Town only has Charter, there is no back up. Alderman Roberson asked about fiber optic and Mayor Brown said it is on the way, but not here at the present time. Mr. Caldwell said the cloud server would be a more reliable system. Mr. Caldwell would like to continue with radio meter conversions which may take 10 – 12 years to complete. Currently there are approximately 300 radio read water meters and 75-80 electric radio read meters. Public Works Director Fred Baker said a small increase in tap fees will be seen because of the increased costs with radio read meters.

Mayor Brown asked about the pay online program. Eddie Caldwell said 750 people have signed up for draft payments and approximately 13 – 17% of payments are received online which has been very successful.

Planning – Paul Benson said the Town has a good land development plan. The economic picture is a lot different now. It may be a good time to hire a consultant and have some community meetings within the next two to three years. A series of transportation plans have been done. He felt there is a missing link in the greenway system at the Walnut Street intersection and it may be possible to use Federal Transportation Planning money for this. A grant project is available for Historic Preservation Commission to have some authority. The Downtown Waynesville was put on the National Registry for Historic Districts. This was defeated 8 – 10 years ago by the downtown property owners.

Another project is to extend the greenway to the Dutch Fisher Park and provide a nice link between the school and the park. Discussions have been held with NCDOT and the Schulhofer family to extend the greenway in the Howell Mill Road area.

Construction is dependent on the economy, which seems to be stabilizing. This year Belk, Pet Smart, Ingles Taco Bell and Old Time Bank will have major construction projects, increasing the stream in commercial

development. Mr. Benson said there is also discussion regarding a proposed senior housing project to be located on the Russ Avenue Corridor.

Mr. Benson expressed a desire for additional legal assistance with zoning, code enforcement and land use issues. Manager Galloway said Code Enforcement Officer Warren Putnam plans to retire soon.

Police –The Police Department would like to replace their hand guns and vehicles and provide a vehicle for every officer. Other items include car cameras, digital radios and additional canine units. The Police Department continues to grow. At some point they may need to occupy the entire building in which they are now located and the offices of Planning and Building Inspections may need to move to the Municipal Building. Other goals include one additional dispatcher on each shift, additional police officers and a mandatory physical fitness program.

Fire – There remains issues with Haywood County regarding fire tax districts. For those properties located outside the corporate limits of Waynesville the fire charges are included on water accounts, but if there is no water account those residents do not currently pay for fire protection. Several pieces of fire equipment need to be replaced. Their 1988 truck has begun giving them a lot of problems. It is currently used as a backup truck. The 1992 tanker needs to be replaced. The district has expanded and water is required to be carried. One additional firefighter is needed and possibly three to four more within the next three to five years. The fire truck at Fire Station II is a 1994 model and the Fire Department loses points when a vehicle reaches the twenty year point. There is a potential need for a second substation in the Lake Junaluska Assembly area.

Purchasing and Public Works – a new heating/cooling system and paving are needed. The front area needs to be enclosed which would create office space and lunch/break rooms. Christmas decoration storage is needed and work continues on sheds for the equipment storage. A bar code system for inventory is suggested rather than the paper system currently in use. A full time receptionist is requested to answer and direct telephone calls. Fred Baker has worked on a street maintenance program. Street Superintendent Hannah would like to add more sidewalks to encourage pedestrian traffic. Alderman Roberson said he would like to see a fund established to be used for sidewalks and landscaping which would be limited to small businesses which do not have the resources that larger businesses have. This would allow small businesses to become established without the added expenses of sidewalks and landscaping. Mayor Brown said there are a lot of areas where sidewalks are not required or needed. The developers could pay a fee to use for sidewalks in other areas. Alderman Roberson said it could also be used to connect some sidewalks that need to be connected. Fred Baker asked that these areas or needs be brought to his attention.

Water/Sewer Maintenance – Manager Galloway said approximately \$25,000 per year was being spent in 1994. The Town is now spending \$350,000 per year and would like to reach \$400,000 in each fund. There are approximately 100 miles of line in both systems and maintenance is a tremendous undertaking.

Water Plant – The Town is waiting on a report on concrete repair and work is to be done on the spillwell. Electric gates are needed to protect property and additional equipment is needed. Future considerations include switching from using chlorine to bleach. A wireless radio communication is needed. There are currently fourteen water tanks and the Water Plant is aware of the level in each tank. Public Works Director Baker said pump and tank systems are more modern and everything is becoming more easily accessible.

Electric Department – Mr. Baker said this department is in pretty good shape.

Manager Contract Topics

Manager Galloway distributed copies of the town manager contract that was approved when he became manager in 1994. A contract can include salary, retirement, fringe benefits, automobile or mileage. The next manager may want more accessible technology equipment such as ipad or Blackberry. They may also request subscriptions for various organizations, moving expenses and performance evaluations. Manager Galloway said he did not have a performance evaluation until 1999. The contract for the new manager may also include termination and severance pay. The contract for a town manager could be modeled from one available through the ICMA.

There was discussion about whether this should include requiring the town manager to live inside the corporate limits with a time limit for relocation. The town manager selection process begins February 23, 2012. Board members were invited to attend the assessor training that morning, but will not be involved in the assessment centers. On February 24, Steve Strauss will meet with the assessors to explain what had been done. Assessors will meet at Sweet Onion on Thursday evening at 6:00 p.m. for dinner. The Board is invited to join the assessors for lunch at the Municipal Building on Thursday and Friday.

Other Topics

Manager Galloway spoke about extending the sewer line to the Rest Area at Balsam. This issue came up for discussion at a recent Council of Government Meeting. Haywood County Commissioner Kevin Ensley suggested that the Board of Aldermen discuss the possibility of installing a gravity flow line. Mr. Ensley's suggestion was that if the State contributed \$700,000, the Town and County could contribute the other three million dollars needed for the project. Alderman Roberson asked if an environmental impact study would be needed. Alderman Caldwell did not feel that Waynesville could benefit. Alderman Roberson said this issue was thoroughly covered previously. Mayor Brown felt there is no benefit to the town by installing a sewer line along this four lane highway, adding that it may help the community, but not the town. Alderman Greeley mentioned that Canton is installing a sewer line to Interstate 40. Mayor Brown added that this was appropriate for Canton, but a sewer line in the Balsam area is an entirely different situation. Bill Gibson added that in other communities such as Murphy, the county paid for installing a sewer line and the town accepted treating the sewer. Mr. Gibson asked if the Board wanted to start growth in an area that they had no control over. Manager Galloway said Waynesville approached Haywood County and requested special legislation for zoning control in this area and never received a response. It was a consensus of the Board that extending the sewer line in to the Balsam area did not fit in with the plans for Waynesville.

Alderman Roberson mentioned that Bill Yarborough brought up the issue of thinning White Pines. A group had done this work at DuPont State Park and received some money for the work.

Commission for a Clean County

Alderman Roberson discussed the accumulation of trash in the community as mentioned to him by Joanna Swanson, Chairman of the Commission for a Clean County. Mayor Brown said he attended their annual luncheon. This is a very active group with people from all walks of life. Awards were distributed to very diverse groups, individuals Churches and others for their work. Manager Galloway said he was contacted by Haywood County Manager Marty Stamey and learned that Craggy Prison has pledged to bring a group of inmates to this area to work for one week on litter collection. It was suggested that Board Members speak with Representative Ray Rapp to request funding and direction to get inmates from Buncombe County to

work in adjacent counties. Manager Galloway said it benefitted the town when inmates were available from the Hazelwood Unit. Waynesville has the Adopt-A-Street program. 82 streets have been adopted.

Alderman Roberson said the gazebo at the Sulphur Springs Park is in disrepair. Assistant Town Manager Alison Melnikova and Building Inspector Jason Rogers visited the site and determined that the Town will need to hire someone to make the needed repairs.

Manager Galloway said the town manager candidates may ask what will happen to him once they are hired. He said the town doesn't need two managers. Since his time will overlap, he could become project manager or consultant and continue working on projects not been completed such as solid waste and cemetery.

Alderman Greeley asked about the legal status of the Sutton property on South Main Street. Attorney Chase Wells said this remains in the Court System and there is a problem with getting it scheduled. It is hoped that this is in Court before Code Enforcement Officer Warren Putnam retires.

Closing Remarks and Adjournment

Mayor Brown thanked Bill Gibson and Sarah Graham representing Southwestern Commission for their attendance and help with the Board Retreat. Mayor Brown thanked the Board Members for their diligence and efforts. Alderman Roberson thanked town staff for their work. The meeting was adjourned at 4:29 p.m.

Notes were prepared by Waynesville Town Clerk Phyllis R. McClure

PLANNING BOARD MEMBERS

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TERM EXPIRES</u>
Lee Bouknight <i>(Vice Chairman)</i>	208 Joy Lane lbouknight@charter.net	(H) 456-3624 (C) 231-1182	05-31-12
Jon Feichter	31 Mead Street jon@newmeridiantech.net	(H) 452-3839 (W) 452-4414	05-31-13
Marty Prevost	101 S. Main Street marty@mainstreetrealty.net	(W) 452-2227 (H) 452-4918 (C) 269-8380	05-31-13
Don Stephenson	P. O. Box 1197 (200 Summer Way) dstephenson@remax-waynesvillenc.com	(H) 456-3661 (W) 564-9366 (C) 421-1260	05-31-14
Vacant			05-31-14

COUNTY APPOINTMENTS:

Jim H. Francis	P. O. Box 117 (275 Raehael Drive) Lake Junaluska, NC 28745 jandrfrancis@bellsouth.net	(C) 342-2735	05-31-12
Gary Sorrells	2101 Crymes Cove Road gsorrells@aol.com	(H) 456-3046 (C) 283-1198	05-31-12
L. Brooks Hale	262 Blanton Drive lbrooks.Hale@gmail.com	(H) 452-2082 (C) 421-1826	05-31-13
Patrick McDowell <i>(Chairman)</i> <i>(Waynesville representative on Haywood County Planning Board)</i>	2304 Crymes Cove Road AA409850@hotmail.com	(C) 508-4932	05-31-14

Terms are for three (3) years.

(Revised Land Development Standards - (4-21-11) call for seven (7) Town appointments and two (2) County appointments as current terms expire; all term expirations have been changed to June 30).



APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

NAME H. P. (Bucky) Dykes Jr.
STREET ADDRESS 2615 Eagles Nest Rd, Waynesville
MAILING ADDRESS -
PHONE _____
E-MAIL bucky-dykes@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
- Board of Adjustment
- Firemen's Relief Fund Board
- Historic Preservation Commission
- Planning Board
- Public Art Commission
- Recreation & Parks Advisory Commission
- Waynesville Housing Authority

I am interested in serving on this board or commission because: I moved here 1 yr. ago from Atlanta and being partially retired, wanted to volunteer for some community organizations.

I have experience/expertise in the following areas and/or have served on the following board or commission: Board/Executive Committee - Japan-Am. Society of GA. - board member of Junior Achievement of GA. - expertise in accounting / financial reporting / budgeting

I feel that I can contribute the following to this board or commission: With varied background I can bring a large amount of experience in business and planning

Tell us about yourself and your background: MBA/BA - Emory Univ. (1972/1974) Retired from Deloitte in 2009 after 35 yrs. I work part-time for dir. of Securities + Exchange Commission in Washington - lived in Atlanta from 1968 until I moved here full-time in ~~2010~~ 2010.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

H.P. Dykes Jr.
Signature

7/3/2012
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1. **- Return Application to Town Clerk's Office -**

APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

Name: Shell Isenberg
Street Address: 224 Love Lane, Waynesville, NC 28786
Mailing Address: Same
Phone: 828-456-7037
E-Mail: stayatoakhill@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

Planning Board

I am interested in serving on this board or commission because:

Having been both a resident and business owner in this community for 5 years, I have a strong commitment to the area and would like to share my enthusiasm for its growth, along with a commitment toward retention of the town's historic charm.

I have experience/expertise in the following areas and/or have served on the following board or commission:

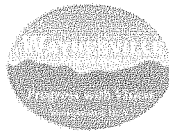
Since our arrival to Waynesville, the past 5 years have been consumed with opening and growing our business. We are at the point in that process that I can commit to outside participation and would like to become more active in my community.

I feel that I can contribute the following to this board or commission:

As a lodging proprietor, I have the distinct benefit of interacting with guests traveling to our area who are very forthcoming in their opinions of our community. I am aware of the aspects of our town that draw tourism, and how they would benefit the town's growth.

Tell us about yourself and your background:

My background has been almost exclusively in the hospitality industry. Born in Michigan, my education (Michigan State University) was in hospitality management and I was subsequently employed by major hotel chains such as Hyatt, Marriott and Radisson, and held positions as Director of Food & Beverage and Director of Catering/Conference Services. Upon relocating to Florida, I held the position of Director of Catering/Conference Services and served on the Executive Committee, at the prestigious Turnberry Isle Resort & Club for 15 years until its change in ownership. This background has impressed upon me the importance of a sincere involvement in community.



APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

NAME _____
STREET ADDRESS _____
MAILING ADDRESS _____
PHONE _____
E-MAIL _____

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Waynesville Housing Authority |

I am interested in serving on this board or commission because: _____

I have experience/expertise in the following areas and/or have served on the following board or commission: _____

I feel that I can contribute the following to this board or commission _____

Tell us about yourself and your background: _____

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

Date

9/20/12

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1. *- Return Application to Town Clerk's Office -*



APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

NAME Carolyn S. Ramsey
STREET ADDRESS 340 Hazelwood Ave, Waynesville, NC
MAILING ADDRESS same
PHONE 828 454-9197
E-MAIL cstramsey1@bellsouth.net

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Waynesville Housing Authority |

I am interested in serving on this board or commission because: I am concerned about the needs and interests of W'ville. I am interested in being a voice, especially for seniors

I have experience/expertise in the following areas and/or have served on the following board or commission: I have served on the Pedestrian Planning Commission. I recently completed the 8th Senior Leadership Class

I feel that I can contribute the following to this board or commission: I can bring the viewpoint of a true Pedestrian (I do not drive). I am aware of the needs of seniors and disabled.

Tell us about yourself and your background: I am the widow of a ²⁰¹¹ Vet who was raised in Asheville. I have lived in Haywood Cnty 12 yrs (5 in W'ville) I was raised in the SF Bay Area & have lived in several communities, including overseas. My business experience is mostly retail including management of a successful concession in a Sears - 9 yrs

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Carolyn S Ramsey
Signature

5/16/2012
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1. - Return Application to Town Clerk's Office -



Town of Waynesville

APPLICATION FOR APPOINTMENT TO BOARDS/COMMISSIONS

NAME RANDAL K. SISKE
 STREET ADDRESS 114 HIGHLAND Rd. WAYNESVILLE, NC 28786
 MAILING ADDRESS SAME AS ABOVE
 PHONE (828) 400-4052
 E-MAIL Hqartech@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Waynesville Housing Authority |

I am interested in serving on this board or commission because: I HAVE BEEN TOLD THERE IS A NEED FOR BOARD MEMBERS THAT LIVE WITHIN THE CITY LIMITS.

I have experience/expertise in the following areas and/or have served on the following board or commission: 2011 HAYWOOD COUNTY BOARD OF REALTORS PRESIDENT
HAYWOOD COUNTY PLANNING BOARD MEMBER 2010-2012 + CURRENT CHAIR
HAYWOOD COUNTY BOARD OF E + R FOR 2012.

I feel that I can contribute the following to this board or commission REPRESENTED AS AN INVOLVED CITIZEN OF WAYNESVILLE, HAYWOOD COUNTY + AS REALTOR

Tell us about yourself and your background: 20+ YEAR RETIREE OF US NAVY SUBMARINE FORCE, HAYWOOD COUNTY NATIVE + CURRENT RESIDENT SINCE 2004.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

[Signature]
Signature

JULY 19, 2012
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1. - Return Application to Town Clerk's Office -

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: September 25, 2012

SUBJECT: Citizen Petition – For Placement of Speed-breaks on Camelot Drive (*Request of 14 Petitioners*)

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C-4
Department: Police & Public Works Departments
Contact: Fred Baker, Public Works Director
Bill Hollingsed, Police Chief
Presenter: Marcy Onieal, Town Manager

BRIEF SUMMARY: Residents of the Camelot Drive/Brooks Street area have repeatedly expressed concerns about speeding in their residential neighborhood, which lacks sidewalks, has a posted speed limit of 20 mph, and is comprised of families with children who play and wait on the school bus in the area of concern. In response, the Police Department stepped up enforcement through more frequent patrol and repeated placement of portable radar board. Despite more aggressive enforcement, residents of the area have not been satisfied with the result and have requested that traffic calming devices (specifically speed breakers) be installed.

To check actual speeds in the area, the Police Department conducted a StealthStat Study (automated speed detection survey) over a 48-hour period (May 7-8, 2012), which indicated that 85% of vehicles traveled within 5 mph (over or under) of the posted speed limit, and that the 3,220 vehicles measured during the study traveled at an average speed of 19.3 mph. With an average speed below the posted limit and 85% of all traffic within 5 mph of the posted limit, one might reasonably conclude that traffic calming devices are not especially warranted in this location. Regardless of the survey results, the residents continue to be concerned about safety and their perception is that vehicles travel too fast along Camelot Drive.

In managing traffic/speed, the Town of Waynesville has traditionally favored enforcement of specially designated speed zones. Heretofore, the Town has not installed speed-breaks on town roads, and to do so in this case would be setting a precedent that could have significant budgetary and operational implications down the road. The police department would certainly welcome the installation of any physical barrier or improvement that serves to slow traffic, however, speed-breaks present operational challenges for emergency response vehicles and public works vehicles, particularly with regard to snow removal, street sweeping and drainage.

MOTION FOR CONSIDERATION: [At the board's discretion].

FUNDING SOURCE/IMPACT: No funds are currently budgeted for traffic calming improvements, however, the Town could certainly accommodate the installation of a single speed break in the current fiscal year, if that is the Board's desire.

ATTACHMENTS:

- Citizen Petition
- Memo from Police Chief to Manager, dated Sept 19, 2012
- Results of Stealth Stat Study, conducted May 7-8, 2012

MANAGER'S COMMENTS AND RECOMMENDATIONS:

There are conflicting schools of thought regarding the efficacy of speed-breaks as traffic-calming devices, and in general, I would recommend against the installation of speed-breaks because of operational concerns, their loss of effectiveness over time, and their unpopularity with the driving public.

The best way to ensure safety is to separate pedestrian and vehicular activity through physical improvements, visual cues, and barriers (such as angled curbing, narrowed lanes, sidewalks, bump-outs, landscaping, traffic circles, islands, etc. which tend to calm traffic while also improving safety and the look and feel of the community), however improvements on that scale would require significantly higher investment on the Town's part and a long-term commitment to make that happen over time.

While the request before you is a very specific and limited one, I hope the board will consider the matter in the context of what is acceptable community standard, and provide staff some direction with regard to use of traffic calming measures in general. You may also wish to consider whether the adopted speed limit is appropriate for this particular residential area or needs to be adjusted.

PETITION FOR PLACMENT OF SPEED-BREAKERS ON CAMELOT DRIVE, TOWN OF WAYNESVILLE

The following citizen representatives signed below would like to
Petition the Town of Waynesville for placement of speed-breakers
On Camelot Drive in Waynesville North Carolina.

Proper protocol has been followed to remedy excessive speed on this
Street without adequate results: (ie): Police patrol and portable radar
Station.

This street does not have completed sidewalks and children are at
Risk that have to wait near the street for bus pick-up. Multiple children
Wait on the bus and play near this busy cut through street.

Name	Address
Amanda Fekany	610 Camelot dr.
Jenna Lear	606 Camelot Dr
Jean Christopher	611 Camelot Dr.
Kathleen Smith	46 Brook St
Carli West	636 Camelot Dr.
Wendy Dahn	141 Camelot
Shelby Hyatt	70 Spruce St Waynesville
DAVID Hyatt	70 Spruce St Waynesville
Jean Dyer	30 Lower Ct Way
RUSSELL ANSLER	595 CAMELOT DR
Leandro Amara	597 CAMELOT DR
Jorge Amato	597 CAMELOT DR
Cathy & Billy Herbertson	194 Brook St.



Memo

TO: Ms. Marcy Onieal, Town Manager
FROM: W. H. Hollingsed, Chief of Police
DATE: September 19, 2012
SUBJECT: Stealth Stat Study for Camelot Street

I was informed recently that residents on Camelot Street have expressed an interest in appearing before the Board of Aldermen in reference to speeders on their street. Camelot Street is a narrow residential street in the Hazelwood community. The Speed Limit is posted at 20 MPH on this stretch of roadway. There are a large number of children that live in the area. After having received speeding complaints from residents, the Police Department conducted a StealthStat Study that ran for a 48 hour period (May 7th and 8th, 2012). The results of that study are as follows:

Total Vehicles (48 hour period)	3220
Average Speed	19.3 MPH
50th Percentile	19 MPH
85th Percentile	25 MPH
Maximum Speed Observed	45 MPH

The study indicated that the majority of vehicles are travelling at or near the posted speed limit. However, it also shows that at least one vehicle was travelling at two and a half times the posted speed. It appears that most drivers are adhering to the posted speed, but that an occasional driver(s) are travelling very fast, which draws the attention of residents on the street.

We have placed the Speed Board on Camelot Street several times in the recent past. Residents advise that the Speed Board seems to work, but they also realize that it cannot be placed there all the time. We also have the street on our STEP list, but again, we cannot assign officers there 24 hours a day, 7 days a week. Residents have requested Speed Tables as well. Obviously, Speed Tables would help to slow traffic down without assigning manpower to the street, but they have not been approved for use by the Town at this time. We will continue to monitor the street through the normal STEP rotation.

STEALTH SURVEY SUMMARY

<CAMELOT ST>

<>

POSTED SPEED LIMIT: <20>

SURVEY STARTED: <2012/05/07 16:32>

FILENAME: 1B00047.DAT

MIN SPEED ALLOWED <10> MAX SPEED ALLOWED <125>

TIME	16:45	17:00	17:15	17:30	17:45	18:00	18:15	18:30	18:45	19:00	19:15	19:30	19:45	20:00	20:15	20:30	20:45	21:00
VEH.	9	20	11	23	9	5	14	21	25	15	13	6	13	15	8	10	12	11
AVG.	16.9	19.5	18.9	19.1	21.2	19.6	19.1	21.4	21.6	21.5	18.0	19.5	20.6	18.7	21.0	21.0	18.3	22.3

TIME	21:15	21:30	21:45	22:00	22:15	22:30	22:45	23:00	23:15	23:30	23:45	00:00	00:15	00:30	00:45	01:00	01:15	01:30
VEH.	4	4	4	5	3	3	1	4	5	3	3	1	0	1	3	0	0	0
AVG.	23.0	23.3	23.3	19.4	16.3	15.3	27.0	18.5	25.0	20.7	22.3	18.0	0.0	28.0	19.7	0.0	0.0	0.0

TIME	01:45	02:00	02:15	02:30	02:45	03:00	03:15	03:30	03:45	04:00	04:15	04:30	04:45	05:00	05:15	05:30	05:45	06:00
VEH.	0	0	2	0	0	0	0	0	2	0	5	0	0	2	0	0	1	0
AVG.	0.0	0.0	21.0	0.0	0.0	0.0	0.0	0.0	21.0	0.0	22.8	0.0	0.0	17.5	0.0	0.0	21.0	0.0

TIME	06:15	06:30	06:45	07:00	07:15	07:30	07:45	08:00	08:15	08:30	08:45	09:00	09:15	09:30	09:45	10:00	10:15	10:30
VEH.	5	3	2	3	6	4	39	65	23	29	27	35	40	49	37	40	59	58
AVG.	19.0	24.7	17.0	17.0	18.5	16.5	20.9	21.6	19.3	19.2	19.0	19.7	17.6	18.8	19.3	19.2	18.5	19.2

TIME	10:45	11:00	11:15	11:30	11:45	12:00	12:15	12:30	12:45	13:00	13:15	13:30	13:45	14:00	14:15	14:30	14:45	15:00
VEH.	45	49	52	39	50	46	36	19	41	34	50	40	49	47	35	50	59	63
AVG.	16.3	17.6	17.6	19.7	17.9	19.5	17.2	16.8	18.9	19.4	17.9	17.9	18.1	17.6	19.2	20.1	18.8	17.3

TIME	15:15	15:30	15:45	16:00	16:15	16:30	16:45	17:00	17:15	17:30	17:45	18:00	18:15	18:30	18:45	19:00	19:15	19:30
VEH.	39	61	52	53	54	48	42	50	28	15	19	17	10	19	29	3	19	6
AVG.	18.2	18.9	20.6	20.1	20.1	19.4	19.6	19.0	20.4	19.9	20.6	22.5	19.9	21.2	20.0	25.3	21.7	21.8

TIME	19:45	20:00	20:15	20:30	20:45	21:00	21:15	21:30	21:45	22:00	22:15	22:30	22:45	23:00	23:15	23:30	23:45	00:00
VEH.	5	8	8	13	5	13	7	3	9	2	3	2	6	1	3	4	3	1
AVG.	14.8	21.9	20.3	21.0	17.4	21.8	18.3	12.7	16.4	25.0	24.0	23.0	19.2	13.0	20.7	18.5	20.7	15.0

TIME	00:15	00:30	00:45	01:00	01:15	01:30	01:45	02:00	02:15	02:30	02:45	03:00	03:15	03:30	03:45	04:00	04:15	04:30
VEH.	3	0	0	1	1	0	0	0	0	0	0	1	2	0	2	0	1	0
AVG.	16.7	0.0	0.0	17.0	18.0	0.0	0.0	0.0	0.0	0.0	0.0	13.0	17.5	0.0	22.0	0.0	31.0	0.0

TIME	04:45	05:00	05:15	05:30	05:45	06:00	06:15	06:30	06:45	07:00	07:15	07:30	07:45	08:00	08:15	08:30	08:45	09:00
VEH.	0	3	0	0	1	0	4	6	3	11	6	7	9	9	8	7	7	11
AVG.	0.0	20.0	0.0	0.0	25.0	0.0	18.3	27.5	18.0	21.1	17.5	15.7	19.0	17.3	14.6	18.3	19.9	21.1

TIME	09:15	09:30	09:45	10:00	10:15	10:30	10:45	11:00	11:15	11:30	11:45	12:00	12:15	12:30	12:45	13:00	13:15	13:30
VEH.	18	29	38	31	36	34	49	41	36	43	30	34	29	27	22	17	23	13
AVG.	18.5	17.9	18.3	17.0	17.9	18.8	19.0	18.8	17.8	19.4	18.8	19.7	19.9	19.7	21.1	22.5	22.0	17.6

TIME	13:45	14:00	14:15	14:30	14:45	15:00	15:15	15:30	15:45	16:00	16:15	16:30	16:45
VEH.	9	18	24	13	22	16	18	41	33	19	29	35	6
AVG.	20.6	20.7	21.5	19.8	21.0	22.4	19.7	21.0	20.0	19.6	19.9	21.5	16.8

TOTAL VEHICLES = 3220

MINIMUM SPEED = 10

MAXIMUM SPEED = 45

AVERAGE SPEED = 19.30

50th PERCENTILE = 19

85th PERCENTILE = 25

TEN MILE PACE = 13 to 22

END OF REPORT

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: September 25, 2012

SUBJECT: Request to Amend Land Development Standards, Section 6.4.3 regarding Public Transit Connections and Section 9.5 regarding Bicycle Parking Standards (*Request of Philan Medford*)

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C-5
Department: Planning Department
Contact: Paul Benson, Planning Director
Presenter: Marcy Onieal, Town Manager

BRIEF SUMMARY: As a follow-up to her comments at the Board meeting of August 28, 2012, Philan Medford has initiated a request for review and possible amendment to the Land Development Standards regarding requirements for Bicycle Parking and Transit Stop Locations. The request is detailed in the accompanying attachments. Ordinarily, a proposed amendment to the Land Use Codes would begin with study by the Planning Board rather than the Board of Aldermen, but Ms. Medford has come directly to the Board of Aldermen to initiate this action, because she is unable to attend Planning Board meetings as currently scheduled.

MOTION FOR CONSIDERATION: [At the board's discretion].

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

- Proposal to Amend LDS from Philan Medford, dated Sept 29, 2012

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Manager recommends that the proposed amendment be referred to the Planning Board (and staff) for formal review, study, and recommendation back to the Board of Aldermen at their earliest possible convenience. It is Ms. Medford's intent to confer with the Planning Director and Planning Board Chair at a mutually convenient time so this item may be placed on the Planning Board agenda.

Philan Medford
Sept. 25, 2012
Town Board
Subject:

Tweaking Ordinances

Ask Mr. Benson, Planning Director and Planning Board to revisit ordinance concerning placement of public transit shelter.

First, let's review **Bicycle Parking ordinances**. My favorites include specific location, dimensions and images.

9.5 Bicycle Parking Standards

Bicycle parking is required to encourage the use of bicycles for personal transportation and to provide for bicycle access to employment, retail, and other destinations in Waynesville.

9.5.1 Required Racks

Where bicycle racks are used, "Inverted U" type racks or other racks that support the bicycle at two points on the bicycle frame are required.

9.5.2 Rack Location and Dimensions

A. Racks shall be secured to the ground on a hard surface such as concrete, asphalt or unit pavers.

B. Each bicycle parking space shall provide 6 feet by 2 feet in area per bicycle plus the area needed for access.

C. Bicycle parking shall be located no closer than 3 feet from any wall to provide adequate space for access and maneuvering.

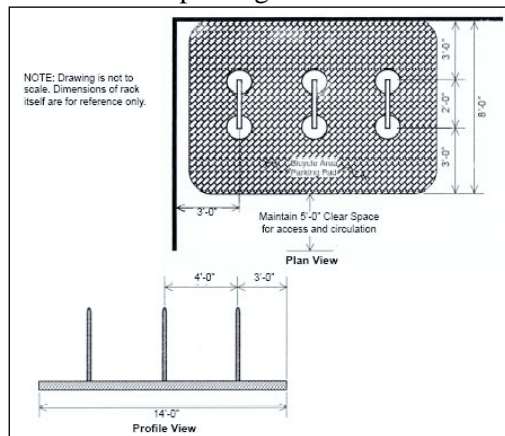
D. At least 4 feet between parallel racks shall be provided for access.

E. Bicycle racks installed on sidewalks should provide for a clear, unobstructed width of at least 5 feet for pedestrians and should be installed parallel to and at least 3 feet from the face of curb.

F. Bicycle racks shall be placed a minimum of 4 feet from existing street furniture (i.e. mailboxes, lightpoles, benches) and be no closer than 12 feet from the edge of fire hydrants.

G. Racks should be placed along a major building approach line and clearly visible from the approach and no more than 100 feet from building entrances. Rack placement shall allow for visual monitoring by people within the building and/or people entering the building.

H. If required bicycle parking is not visible from the street or main building entrance, a sign shall be posted at the main entrance indicating the location of the parking.



Observations-Eventually, small parcels such as ones on south main will instigate continuous provision of bike racks

Public Transit

6.4.3 Public Transit Connections

Projects with 100 or more residential units or 100,000 square feet of non-residential space that are adjacent to present or planned transit routes shall provide adequate and well-located space for a shelter and bus drop-off area.

Fact: Location matters for public safety and patron/passenger satisfaction

Suitable location for sheltered public transit stop should be usable for all patrons and meet ADA criteria. (Reference LDS Section 6.4) Public transit serves a wide variety of patrons. Some details to consider for a well located Public Transit space residential or non-residential space:

1. Some patrons will be using a cart as a walker
2. Some patrons will be using motorized cart
3. Both require close proximity to entrance/exit
4. Both require close proximity to area to leave carts
5. Few businesses or services provide internal or external seating near the entrance

Suggested Improvements to prevent subjective decisions:

1. Remove "adjacent to present or planned transit routes." Instead provide guidance for our "On demand System" Haywood Public Transit sponsored by Mountain Projects.
I do not think we will have a planned route in our lifetimes.
2. Remove 100,000 square feet. Provide standards for location with parity to bicycle racks. Improvements to Public Transit Ordinance should provide closer proximity to building entrance, and consider placement of shopping cart racks. Instead, with changes in square footage to accommodate much smaller developments and adapt to current "on demand" transit system.
3. Require that shelter be installed near a shade tree. This comes out of observation of combining benches and street trees on Main St. As soon as the trees provided shade, patrons were more likely to visit several businesses and be able to visit several places in one trip.

Then a patron could manage several errands and destinations on one trip, even with mobility challenges. Over time, just like requiring the bike racks--in 20-30 years we could have an efficient transit system.

We should always strive to improve the lives of people with disabilities, senior citizens, and other members of the traveling public and enhance the experience of traveling for everyone -- including those with special needs.



We cannot control the wind but we can adjust the sails.

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: September 25, 2012

SUBJECT: Purchase of Corporate Sponsorship for “Arc”toberfest, in support of The Arc of Haywood County (*Request of Alderman Caldwell*)

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: D-6
Department: Administrative Services
Contact: Marcy Onieal, Town Manager
Presenter: Marcy Onieal, Town Manager

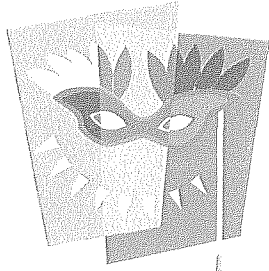
BRIEF SUMMARY: At the request of Alderman Caldwell, the Town is being asked to consider becoming a corporate sponsor for the fourth annual “Arc”toberfest fundraiser, to be held October 20, 2012, in support of the The Arc of Haywood County. The \$500 sponsorship includes recognition of the sponsoring organization in centerpiece, printed materials and advertising and provides 10 tickets to the event for distribution. Typically, requests for financial support of local nonprofit organizations and programs are considered by the Board of Aldermen once a year as part of the budget review process each spring. It has been customary, however, for the Board to consider a few requests for small appropriations out-of-cycle. In FY13, Arc of Haywood County will receive \$4,000 in unrestricted support through the regular annual appropriations process, bringing the Town’s total support of Arc of Haywood County in FY13 to \$4,500, should this request be approved.

MOTION FOR CONSIDERATION: *To approve purchase of a \$500 sponsorship for a corporate table at the annual fundraiser, in support of Arc of Haywood County.*

FUNDING SOURCE/IMPACT: \$500 contribution from the General Fund

ATTACHMENTS: “Arc”toberfest Flyer

MANAGER’S COMMENTS AND RECOMMENDATIONS: Approve as requested. The Town usually budgets a small amount (\$2,000-4,000) in General Fund to accommodate the few requests for financial support, sponsorship, or advertising received out of cycle each year on behalf of local nonprofits performing vital public services for the community at large, therefore no budget amendment is necessary.



**Fourth Annual Arc of Haywood County
"Arc" toberfest
Saturday, October 20, 2012
7pm-11pm
The Gateway Club**

Opportunities to Contribute

- Purchase of tickets is \$50.00 per person: includes heavy hors d'oeuvres with a cash bar and all the dancing and fun one person can possibly stand! Music provided by "A Social Function" band.
- Sponsor a Table \$500.00 per table: includes recognition of business, organization or individual in center of table and 10 tickets for you and your friends or associates.
- Pay for Hay (similar to sponsor a hole in a golf tournament).
 - Level One: \$100.00
 - Level Two: \$200.00
 - Level Three: \$300.00

Each donor will be recognized with their name in a bale of hay.

**For more information or questions, please contact:
Rhonda Schandavel at 421-4190 or
The Arc of Haywood County at 452-1980**