



Town of Waynesville, NC

Town Council Regular Meeting

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

Date: November 26th, 2024 Time: 6:00 p.m.

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(828) 452-2491 cpoolton@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

B. PUBLIC COMMENT

C. ADDITIONS OR DELETIONS TO THE AGENDA

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. November 12, 2024 Regular Scheduled Meeting Minutes
 - b. Folkmoot Sculpture Easement
 - c. Pigeon Community Multicultural Development Center mural easement
 - d. Appointment of Kipp Sutton to the Waynesville Environmental Sustainability Board
 - e. Appointment of Carly Pugh to the Zoning Board of Adjustment as an alternate
 - f. Call for a Public Hearing for December 10, 2024, to consider text amendments related to addressing on ground signs.
 - g. Call for a Public Hearing for December 10, 2024, to consider text amendments related to temporary housing.
 - h. Call for a Public Hearing for December 10, 2024, to consider text amendments related to floodplain regulations.
 - i. Call for a Public Hearing for December 10, 2024, to consider text amendments related to premises identification for commercial buildings.
 - j. Call for a Public Hearing for December 10, 2024, to consider map amendment (rezoning) for the property at 28 Addie Lane in Waynesville, NC (PIN 8615-42-0757).
 - k. Use funds from ARPA to partially fund equipment for a police vehicle that is purchased with the COPS grant.

Motion: To approve the consent agenda as presented.

E. PRESENTATION

3. Employee Appreciation

- Mayor Gary Caldwell
- Chief Joey Webb and Assistant Chief Chris Mehaffey

F. NEW BUSINESS

4. Downtown Waynesville Ice Stroll on January 31, 2025

- Beth Gilmore, Downtown Waynesville Commission Executive Director

Motion: A motion to purchase a custom Town of Waynesville ice sculpture for the Downtown Waynesville Ice Stroll for \$400.00.

5. Parks & Recreation Proposed Engineering, Construction, and Repair Schedule.

- Luke Kinsland, Parks & Recreation Director

Motion: To approve the project schedule as proposed by staff in order to begin repairing and rebuilding the Town of Waynesville's Parks and Recreation facilities.

G. COMMUNICATION FROM STAFF

6. Manager's Report

- Town Manager, Rob Hites

7. Town Attorney Report

- Town Attorney, Martha Bradley

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

I. ADJOURN



TOWN OF WAYNESVILLE

PO Box 100
16 South Main Street
Waynesville, NC 28786
Phone (828) 452-2491 • Fax (828) 456-2000
www.waynesvillenc.gov

CALENDAR

November 2024

ALL COUNCIL MEETINGS TO START AT 6:00 PM IN THE BOARD ROOM LOCATED
AT 9 SOUTH MAIN STREET UNLESS OTHERWISE NOTED

2024	
Thurs. & Fri. November 28 & 29	Town Offices Closed-Thanksgiving
Mon. December 2 nd	Waynesville Christmas Parade 6-7pm
Tues. December 10	Town Council Meeting – Regular Session
Sat. December 14	A Smoky Mountain Christmas 6-9pm
Tues, Wed, Thurs December 24, 25, and 26	Town Offices Closed-Christmas

Board and Commission Meetings – November 2024

ABC Board	ABC Office – 52 Dayco Drive	November 19th 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	November 5th 1 st Tuesday 5:30 PM
Cemetery Commission	Public Services Building	January, March, July, and October 3 rd Tuesday 2:00 PM
Downtown Waynesville Commission	Municipal Building – 16 South Main Street	November 19th 3 rd Tuesday 8:30 AM
Environmental Sustainability Board	Municipal Building-16 South Main Street	November 7th and 21st 1 st and 3 rd Thursdays 4:30pm
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	Meets as needed; <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	November 6th 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	November 18th 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	November 14h 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	November 18th 3 rd Monday 5:30 PM
Waynesville Housing Authority	Main Office-48 Chestnut Park Drive	November 20th 3 rd Wednesday 9:00 AM

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
November 12, 2024

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, November 12, 2024, at 6:00pm in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:01 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tem Chuck Dickson
Councilmember Jon Feichter
Councilmember Anthony Sutton
Councilmember Julia Freeman

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Candace Poolton, Town Clerk
Elizabeth Teague, Director of Development
Page McCurry, Director of Human Resources
Brittany Angel, Human Resources Coordinator
Jeff Stines, Public Services Director
Ricky Foster, Assistant Public Services Director
David Adams, Police Chief
Ian Barrett, Finance Director
Luke Kinsland, Recreation Director
Members of the Public Services Team, Police Department, and Development Services

Members of the Media:

Paul Nielson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Town Council meeting will be held on November 26th.

B. PUBLIC COMMENT

There was no public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to add "Request of Town Council approval of grant application to the NC Great Trails State Program Grant to extend the Richland Creek Greenway from Hickory Hollow Apartments to Boyd Avenue" to the agenda. The motion passed unanimously.

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. Motion to approve the October 22, 2024 Regular Scheduled Meeting Minutes
 - b. Motion to approve the Mistletoe Market Special Event Permit
 - c. Motion to approve the Hazelwood Christmas Parade Special Event Permit

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the consent agenda as presented. The motion passed unanimously.

E. PRESENTATIONS

3. Employee Appreciation
 - Mayor Gary Caldwell
 - Chief David Adams
 - Public Services Director Jeff Stines
 - Director of Development Services Director Elizabeth Teague

Mayor Gary Caldwell and Councilmembers presented Wastewater Treatment Plant staff, Police Department Staff, and Development Services staff with personalized certificates of appreciation for their efforts during the recovery efforts of Hurricane Helene.

4. Storm Recovery Report
 - Town Manager Rob Hites and FEMA Representative

Town Manager Rob Hites reported that staff have been meeting to discuss project priorities and urgent needs vs. non-urgent needs. He said that tomorrow, FEMA will be here for a site visit and will be helping to identify needs. He said that in the coming months, FEMA will be cutting a check for urgent needs- the 24 inch sewer pipe, the Depot bridge, and debris removal.

Mr. Hites reported that Southern Debris Recovery (SDR) are making their way through the Town picking up waste from the storm and that they've collected 3,068 cubic yards of debris so far. Mr. Hites said next week,

staff will be sending out RFPs for design of the dog park and writing specifications for replacement of the fencing in the parks, reconstruction of park restrooms/scorers' box, Armory, and Finance/Fire Departments. He said that damages to Town property totals over \$2 million.

5. Parks & Recreation damage assessment and future park plans due to Helene

- Luke Kinsland, Recreation Director

Mr. Kinsland reported that staff are currently assessing cost and putting out bids for fencing and electrical and assessing what can be repaired versus what must be replaced.

Mr. Kinsland said that the Dutch Fisher field was hit the hardest of the facilities. He said that the dugouts, fencing, press box, and restrooms sustained heavy damage. He recommended rebuilding the facilities and upgrading them. He said he is hoping to have the field ready by spring of 2025.

Mr. Kinsland reported that the Vance Street softball field and restroom sustained heavy damage and undercutting. He proposed that they rebuild the fencing, press box, dugouts, and bleachers. He said the restrooms did flood, but the foundation is fine, so they will just have to make repairs. Mr. Kinsland said he referred to Matthew McKay Construction Company to look at potential flood mitigation for the field. He said that Mr. McKay suggested building a two foot wall to help divert water away from the field in the event of another flood. He said that fencing will most likely cost \$70,000.

Mr. Kinsland stated that the greenway has many areas that have been damaged, but most of it can be repaired in house. He said that the newer area of the greenway is severely damaged.

Mr. Kinsland said the Bi-Lo park was also heavily hit and that the playground and restrooms are destroyed. He recommended not rebuilding the playground or restrooms because of the risk of flooding in that area. He spoke with FEMA and he said his understanding is that funds that would be used for that project can be transferred to another project. He also recommended that the volleyball courts be moved to this area because it is easy and inexpensive to fix in the event of another flood.

Mr. Kinsland recommended relocating the dog park to where the volleyball courts are currently because there is good lighting, utilities already established, the area is maintenance friendly, and the park could be much larger-roughly an acre. Councilmember Sutton said that the park must have shade. Mr. Kinsland said they will have input from the advisory commission and the community before rebuilding.

Councilmember Dickson said that the Environmental Sustainability Board is hoping to meet with the Recreation Advisory Commission to discuss greenway reconstruction and installing solar arrays.

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to consent to rebuilding park facilities as presented. The motion passed unanimously.

6. Final update on damage assessments following hurricane Helene

- Elizabeth Teague, Development Services Director
- Olga Grooman, Assistant Development Services Director

- Alex Mumby, Land Use Administrator

Development Services Director Elizabeth Teague reported that David Kelley, Esther Coulter, and Olga Grooman have organized damage assessments and have been sharing them with the appropriate resources. She then shared several community resources including local agencies and non-profits. Ms. Teague explained the purpose of damage assessments.

Assistant Development Services Director Olga Grooman reported that 342 structures, both residential and commercial, had at least some damage, and that 22 of those were substantially damaged. Ms. Grooman said that the most affected areas included Depot, Commerce, Harris, Killian, and Smathers Street. She said that Camp Branch Road was also affected but was not in the flood plain. She said that out of the 342 damaged structures, ninety-five percent were at least partially in the regulatory 100-year floodplain, and five percent were outside of that area.

Land Use Administrator Alex Mumby reported that he and Building Inspector Tom Macguire visited the commercial areas of Waynesville after the flood to assess damage. He said that Frog Level was hit the hardest by the storm and the highest water mark in a building was 4 feet. He said that Panacea and Frog Level brewing took on minimal damage because they were built on a slab-on-grade foundation. Mr. Mumby reported that Waynesville Plaza was flooded, with the highest water mark being two feet. He said that the Bi-Lo apartments did not appear to cause additional flooding to the Waynesville Plaza area.

Ms. Teague outlined the next steps following Helene:

- Work with property owners of substantially damaged structures to comply with regulations. This means properties will have to be replaced and elevated to regulatory levels. Staff would like to connect property owners to resources whenever possible.
- Process repair permits quickly and at no charge for the repair of storm damage per Council's direction.
- Update the floodplain regulations to increase the freeboard from 1 ft above the base flood elevation to 2 ft.
 - Freeboard means the building height added to the Base Flood Elevation (BFE) from the ground which could be obtained by an elevated slab, crawlspace, or garage on the first level.
 - Recommended minimum in State Model Ordinance.
- Expand floodplain elevations into the 500-yr areas of the floodplain.
- Adopt ordinance to allow people with damaged homes to temporarily use FEMA trailers, campers, travel trailers or RVs, while their homes are being repaired.
- Pursue opportunities to improve historic buildings as part of repair if available.

Mayor Caldwell asked about the damaged commercial areas and what would happen if the value of the damages are more than 50% of their market value (substantially damaged). Ms. Teague said that no matter what, the building will have to come into full compliance. Councilmember Feichter asked what would happen to the building if the owner chose not to repair the structure and if it would be torn down. Ms. Teague said that Town has not condemned any property yet. She said that if the owners decide not to repair unsafe structures, then the town would have to "demo by neglect", and that is the town's absolute last resort. Ms. Grooman added that the town is a "Participating Community" in the minimum floodplain requirements, which allows residents to be eligible for federally administered flood insurance.

7. Public Presentation on the Town of Waynesville's Stormwater Program: Thermal Stress and Household Runoff, as required by the NPDES Permit.
 - Olga Grooman, Assistant Development Services Director
 - Mackenzie Tenan, Project Manager, Haywood Waterways

Assistant Development Services Director Olga Grooman introduced Tyler Anderson, the new Stormwater Management Coordinator.

Ms. Grooman reported that the Town of Waynesville holds a National Pollutant Discharge Elimination System Permit (NPDES) issued by the NC Department of Environmental Quality (NC DEQ) on August 19, 2021. She said the permit is valid for five years and the purpose of the permit is to manage stormwater runoff, reduce the discharge of pollutants, and protect water quality within the Town's jurisdiction. She outlined the NPDES permit requirements as follows: Public Education and Outreach, Public Participation and Involvement, Illicit Discharge Detection and Elimination, Construction Site Runoff Controls, Post-Construction Runoff Control Program, and Pollution Prevention/Good Housekeeping which includes Program Administration. Ms. Grooman said this year's designated topic is "thermal stress and household runoff."

Mackenzie Tenan, Project Manager with Haywood Waterways, reported that thermal stress/pollution is considered a pollutant that causes significant and sudden temperature changes in nearby waterways, Which affects water quality. She said that runoff originating from impervious surfaces such as parking lots, roadways, rooftops and driveways (household runoff) is what leads to increased temperatures in local waterways. Ms. Tenan said that temperature has been cited as one of the EPA's "Pollutants of Concern" and it "plays a fundamental role in shaping the structure and function of aquatic systems". She said that thermal stress is detrimental to fish and other aquatic organisms, and can lead to disease, reduced reproductive success, migrating pattern disruption, and death of aquatic organisms. She said this can lead to the impact of an entire ecosystem, including the trout population. Ms. Tenan added that thermal stress can also affect the chemical properties of a stream including higher conductivity values, decreasing the amount of dissolved oxygen, and the increase in algae blooms. She said that bio-retention and bio-swales, rain barrels and rain gardens, and the planting of trees and riparian buffers near impervious surfaces help reduce thermal stress and household runoff.

F. PUBLIC HEARING

9. Public Hearing to consider text amendments related to accessory structures and manufactured housing.
 - Olga Grooman, Assistant Development Services Director

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to open the public hearing at 7:47pm. The motion passed unanimously.

Assistant Development Services Director Olga Grooman reported that the proposed text amendments introduce more flexibility in number, type, and placement of accessory dwelling units on single-family lots. She said that the Development Services Department has encountered situations where zoning regulations prevented families from accommodating relatives in accessory dwellings, even though such units did not

increase density, violate setbacks, or change permitted housing types for the district. She said the proposed amendments seek to remove such barriers and promote affordable, smaller housing options, and promotes flexibility in the number and placement of accessory dwellings on a single lot, without compromising the district's density, setbacks, minimum pervious surface, or other LDS requirements. Ms. Grooman pointed out that currently, the definition considers two or more homes on a single parcel as a park, but instances have occurred where homes on separate lots were deeded as a park. She said this discrepancy has led to confusion in applying the LDS standards related to manufactured housing design guidelines, which differ between manufacturing home parks and standalone homes. Ms. Grooman said that manufactured homes are already allowed in eight districts out of the 30 established districts. She said the suggested amendment will

- Allow manufactured housing to be used as accessory dwelling units (ADUs) in the zoning districts where manufacturing housing on individual lots is already allowed. She added that manufactured housing will be allowed as an ADU in the Railroad Overlay District, and west of Russ Avenue in the Dellwood Medium Density District.
- Amend the definition of a manufactured home park from two (2) or more homes on a single parcel, to four (4) or more homes on a single parcel; and to clarify that manufactured home parks that are deeded and subdivided into individual lots, still fall within the definition and regulations that apply to a manufactured home park on a single parcel. She said this amendment will be helpful to a number of property owners who own manufactured housing on pre-existing, non-conforming lots in several districts.
- Increase the number of Accessory Dwelling Units (ADU) allowed from 1 per parcel regardless of lot size, to 1 ADU up to 1 acre, 2 ADUS for lots of 1-5 acres, and 3 ADUS for lots over 5 acres or commercial lots. This would apply to all 29 districts which allow residential uses and areas within the railroad overlay, and would allow more than one ADU on lots greater than 1 acre.
- Clarify that ADUs can only be located on lots with an existing single-family dwelling. This maintains the current prohibition for a multi-family development, townhome, duplex, tri-plex, or a commercial building, from adding a stand-alone ADU onto their lot.
- Propose that ADUs are included in the maximum number of accessory structures (sheds, carports, etc.) allowed on a lot as shown on Accessory Uses and Structures Chart LDS 4.5.2. She that this would have the effect of keeping the number of accessory structures currently permitted, but combine ADUs into the chart of allowable accessory structures. She said the chart applies to all 30 districts in how accessory structures are allowed.
- Propose a more restrictive square footage limit for ADUs on smaller lots (less than 1 acre), where the footprint for accessory structures, including ADUs, must be less than 10% of the lot size, with a maximum aggregate footprint, whichever is less. She said that currently, in lots under .5 acres, the ordinance allows 1,000 sf for accessory structures and does not regulate the footprint of accessory dwellings. She said the proposed ordinance would cap all accessory structures at 10% or 1500 sf whichever is less.
- For lots greater than 1 acre, the size of ADUs will be determined by the site's dimensional standards and other applicable requirements, and will not be included in the total square footage for other accessory structures.
- Clarify that ADUs shall be clearly subordinate in size, footprint, height, and design elements to the main structure.

- Broaden the definition of prohibited ADUs. She said that in addition to campers and recreational vehicles, it now also excludes park models and tiny homes on wheels, unless they are granted under a temporary housing permit for emergencies.

Councilmember Sutton asked if tiny homes were to have their wheels removed, would they then be in compliance. Ms. Teague said they would be treated the same as on frame modulars and they would have to be put on a permanent foundation.

Judy Gentry- Ms. Gentry said he resides in the Dellwood area. She said she is in favor of the text amendment because she wants to help support her son who is in dire need of affordable housing so he can raise his family.

Shawn Porter-Mr. Porter said he lives in the Allens Creek community. He said he wants to have affordable housing located on their property for his family to reside.

A motion was made by Councilmember Freeman, seconded by Councilmember Dickson, to close the public hearing at 8:02pm. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman to find that the Ordinance is consistent with the 2035 Comprehensive Plan and that it reasonable and in the public interest in that it continues to promote smart growth principles in land use planning and zoning by encouraging infill, mixed-use and context-sensitive development. The motion passed unanimously.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson to adopt the ordinance as presented in that it creates a range of housing opportunities and choices by encouraging new housing inside Waynesville's city limits and Extraterritorial Jurisdiction (ETJ) and promoting a diverse housing stock including market rate, workforce housing and affordable options that appeal to a variety of households. The motion passed unanimously.

9. Request of Town Council approval of grant application to the NC Great Trails State Program Grant to extend the Richland Creek Greenway from Hickory Hollow Apartments to Boyd Avenue.
 - Elizabeth Teague, Development Services Director

Development Services Director Elizabeth Teague reported that the Great Trails State Program grant is due tonight and recommended that the grant money go towards the proposed greenway segment from Hickory Hollow apartments to Boyd Avenue. She said the minimum grant application for a paved trail is \$300,000, which is what they want to apply for. She said the grant requires that the town raise \$150,000 to match the requested \$300,000. Ms. Teague said the town has already received \$50,000 from the TDA, \$34,000 carried over from last fiscal year that was allocated for engineering and design, and \$20,000 in land and easement acquisition. She said they still need \$46,000 over the next three fiscal years for in-kind activities that would count towards the match. Ms. Teague said the town can do in house things such as removing a 7,000 square foot span of bamboo and building a crosswalk at the front of Hickory Hallow Apartments.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman to confirm approval to apply to the Great Trails State Grant Program. The motion passed unanimously.

G. COMMUNICATION FROM STAFF

10. Manager's Report

- Town Manager, Rob Hites

Nothing to report.

11. Town attorney

- Martha Bradley, Town Attorney

Nothing to report.

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Caldwell reported that he and Mr. Hites attended a NCLM special meeting on November 8th to discuss the community needs following Helene.

Councilmember Sutton thanked Rep. Mark Pless for meeting with him and the Israel consulate on October 29th. He said they delivered heaters and supplies. Councilmember Sutton reported that the NCDOT estimated roughly \$5 billion in damage to state roads and 1,426 total incidents of NC road closures resulting in 1331 closed facilities. He said that significant portions of the Blue Ridge Parkway are now re-opened and I-26 to Tennessee is open with one lane going each direction. He said they are hoping to have I-40 open by New Years Day with one lane going each direction. He added that five state parks have re-opened as well.

Mr. Hites said that it would take three to four months to fix the Depot bridge.

I. ADJOURN

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to adjourn at 8:20pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk

TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024

SUBJECT: Folkmoot sculpture easement

AGENDA INFORMATION

Agenda Location: Consent
Item Number:
Department: Administration
Contact: Jesse Fowler, Assistant Town Manager
Presenter: Jesse Fowler, Assistant Town Manager

BRIEF SUMMARY

The public art piece, colloquially known as “Folkmoot sculpture”, that currently sits next to the Police Department/Town Hall has been requested to be moved by several Staff and Councilmembers.

At the 7/11/24 Public Art Commission meeting, the commission voted unanimously to relocate the Folkmoot piece to Folkmoot’s property. Folkmoot has also voiced that they would prefer to have the sculpture near their building.

MOTIONS FOR CONSIDERATION

Motion to relocate the Folkmoot art piece to Folkmoot’s property at 112 Virginia Avenue and approve the attached easement.

ATTACHMENTS:

- Email from Folkmoot’s Chair approving the relocation
- Easement

MANAGER’S COMMENTS AND RECOMMENDATIONS

STATE OF NORTH CAROLINA
COUNTY OF HAYWOOD

Prepared by & mail after recording to:

Martha Sharpe Bradley, Esq.
Law Office of Martha Sharpe Bradley, PLLC
370 N. Main St., Ste. 310
Waynesville, NC 28786

EASEMENT AGREEMENT

KNOW ALL MEN BY THESE PRESENTS, that, on this ____ day of _____, 2024, NORTH CAROLINA INTERNATIONAL FOLK FESTIVAL, INC., a North Carolina not-for-profit corporation (hereinafter “Grantor”), in consideration of the sum of One Dollar (\$1.00) and other good and valuable considerations, does hereby grant unto THE TOWN OF WAYNESVILLE, a municipal corporation, and its successors, assigns, subsidiaries, and divisions (hereinafter “Grantee”), the perpetual right, privilege, and easement to go in and upon that certain land of Grantor situated in the Town of Waynesville, County of Haywood, North Carolina located at 112A Virginia Avenue, Waynesville, NC 28786 with a parcel identification number of 8605-92-6127 (hereinafter “Premises”) and over an across said premises within an existing easement as follows:

1. Grantor hereby conveys to Grantee a perpetual easement (hereafter "Easement") for the installation of a sculpture to be located approximately as shown on the attached Exhibit "A." The real property upon which the sculpture will be installed is described in a deed recorded in Book RB 868, Page 135, Haywood County Registry.

2. The location of the easement shall become permanently "as is, where is" upon final installation of the sculpture.

3. The purpose of the Easement is for constructing, maintaining, and repairing a public sculpture, including, but not limited to, the right to enter the property of the Grantor for said purpose.

4. Grantee, together with its agents and employees, and the general public shall have the right of ingress and egress upon the Easement and the right of access from a public street, Virginia Avenue.

5. At no time shall Grantor charge Grantee for the use of the Easement or for the privilege of exercising the rights granted under this agreement.

6. Grantor reserves the right to make use of the Easement in a manner which is not inconsistent with the rights herein conveyed, or which does not interfere with the use of the Easement by Grantee for the purposes of this agreement. Grantor shall not, however, erect any building, fence, or other structure on the Easement without obtaining the prior written approval of Grantee.

7. This Easement and the rights expressed herein shall be appurtenant to and run with the title of the lands of Grantor.

TO HAVE AND TO HOLD said rights of way and easement to the Grantee, and its successors and assigns, forever.

IN WITNESS WHEREOF, the Grantor(s) have duly executed the foregoing as of the day and year first above written.

NORTH CAROLINA INTERNATIONAL FOLK FESTIVAL, INC.

BY: _____ (SEAL)
Jeff Haynes, Board Chair

STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD

I, the undersigned Notary Public for the County and State aforesaid, certify that _____ did personally appear before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this the ____ day of _____, 202__.

[SEAL]

Notary Public

My Commission Expires: _____

TOWN OF WAYNESVILLE

BY: _____ (SEAL)

STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD

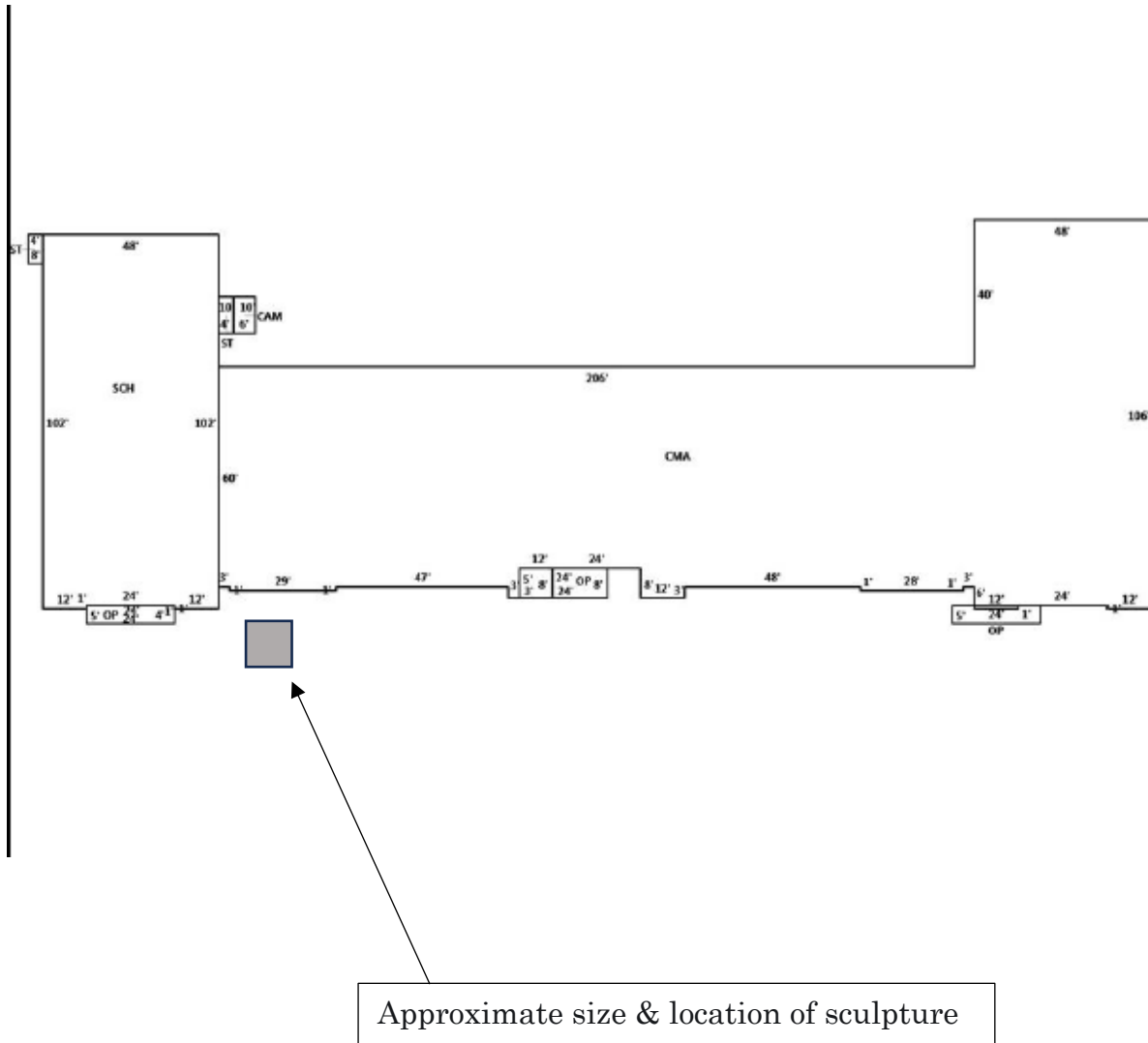
I, the undersigned Notary Public for the County and State aforesaid, certify that _____ did personally appear before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this the ____ day of _____, 202__.

[SEAL]

Notary Public

My Commission Expires: _____

APPROXIMATE LOCATION OF SCULPTURE SUBJECT TO EASEMENT



Flag Sculpture placement



Peter Christian <boardpete@folk moot.org>
To Candace Poolton; Operations Manager

Reply

Reply All

Forward

Wed 10/16/2024 11:40 AM

You forwarded this message on 11/1/2024 11:11 AM.



Candace,
Here is an image showing where we would like the Flag Sculpture to be placed. If you need clarification or anything different, please let me know.
I look forward to updates and would like to be involved in any coordination that may be needed.

Thanks,
Pete

--
Peter Christian
484-929-4884
boardpete@folk moot.org
www.Folk moot.org

ing Location



Virginia Ave

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Pigeon Community Multicultural Development Center mural easement

AGENDA INFORMATION

Agenda Location: Consent
Item Number:
Department: Administration
Contact: Jesse Fowler, Assistant Town Manager
Presenter: Jesse Fowler, Assistant Town Manager

BRIEF SUMMARY

The Waynesville Public Art Commission recently installed a piece of public art at the Pigeon Community Multicultural Development Center in the form of a mural. Because the installation is public art, an easement must be put in place so that the art will remain in ownership of the Town of Waynesville.

MOTIONS FOR CONSIDERATION

Motion to approve the attached easement for the mural located at the Pigeon Community Multicultural Development Center.

ATTACHMENTS:

- Easement

MANAGER'S COMMENTS AND RECCOMENDATIONS

STATE OF NORTH CAROLINA
COUNTY OF HAYWOOD

Prepared by & mail after recording to:

Martha Sharpe Bradley, Esq.
Law Office of Martha Sharpe Bradley, PLLC
370 N. Main St., Ste. 310
Waynesville, NC 28786

EASEMENT AGREEMENT

KNOW ALL MEN BY THESE PRESENTS, that, on this ____ day of _____, 2024, PIGEON COMMUNITY DEVELOPMENT CENTER, INC., a North Carolina not-for-profit corporation (hereinafter “Grantor”), in consideration of the sum of One Dollar (\$1.00) and other good and valuable considerations, does hereby grant unto THE TOWN OF WAYNESVILLE, a municipal corporation, and its successors, assigns, subsidiaries, and divisions (hereinafter “Grantee”), the perpetual right, privilege, and easement to go in and upon that certain land of Grantor situated in the Town of Waynesville, County of Haywood, North Carolina located at 450 Pigeon Street, Waynesville, NC 28786 with a parcel identification number of 8615-44-3633 (hereinafter “Premises”) and over an across said premises within an existing easement as follows:

1. Grantor hereby conveys to Grantee a perpetual easement (hereafter "Easement") over a twenty-one foot (21') exterior wall and a forty-two foot (42') exterior wall of a structure known as the "Pigeon Community Multicultural Development Center" as shown on the attached Exhibit "A." The structure is located upon the real property described in a deed recorded in Book RB 931, Page 854, Haywood County Registry.

2. The purpose of the Easement is for constructing, maintaining, and repairing a public mural, including, but not limited to, the right to enter the property of the Grantor for said purpose.

3. Grantee, together with its agents and employees, and the general public shall have the right of ingress and egress upon the Easement and the right of access from a public street, Pigeon Street.

4. At no time shall Grantor charge Grantee for the use of the Easement or for the privilege of exercising the rights granted under this agreement.

5. Grantor reserves the right to make use of the Easement in a manner which is not inconsistent with the rights herein conveyed, or which does not interfere with the use of the Easement by Grantee for the purposes of this agreement. Grantor shall not, however, erect any building, fence, or other structure on the Easement without obtaining the prior written approval of Grantee.

6. This Easement and the rights expressed herein shall be appurtenant to and run with the title of the lands of Grantor.

TO HAVE AND TO HOLD said rights of way and easement to the Grantee, and its successors and assigns, forever.

IN WITNESS WHEREOF, the Grantor(s) have duly executed the foregoing as of the day and year first above written.

PIGEON COMMUNITY DEVELOPMENT CENTER, INC.

BY: _____ (SEAL)
Lin Forney, Executive Director

STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD

I, the undersigned Notary Public for the County and State aforesaid, certify that _____ did personally appear before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this the ____ day of _____, 202__.

[SEAL]

Notary Public

My Commission Expires: _____

TOWN OF WAYNESVILLE

BY: _____ (SEAL)

STATE OF NORTH CAROLINA, COUNTY OF HAYWOOD

I, the undersigned Notary Public for the County and State aforesaid, certify that _____ did personally appear before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this the ____ day of _____, 202__.

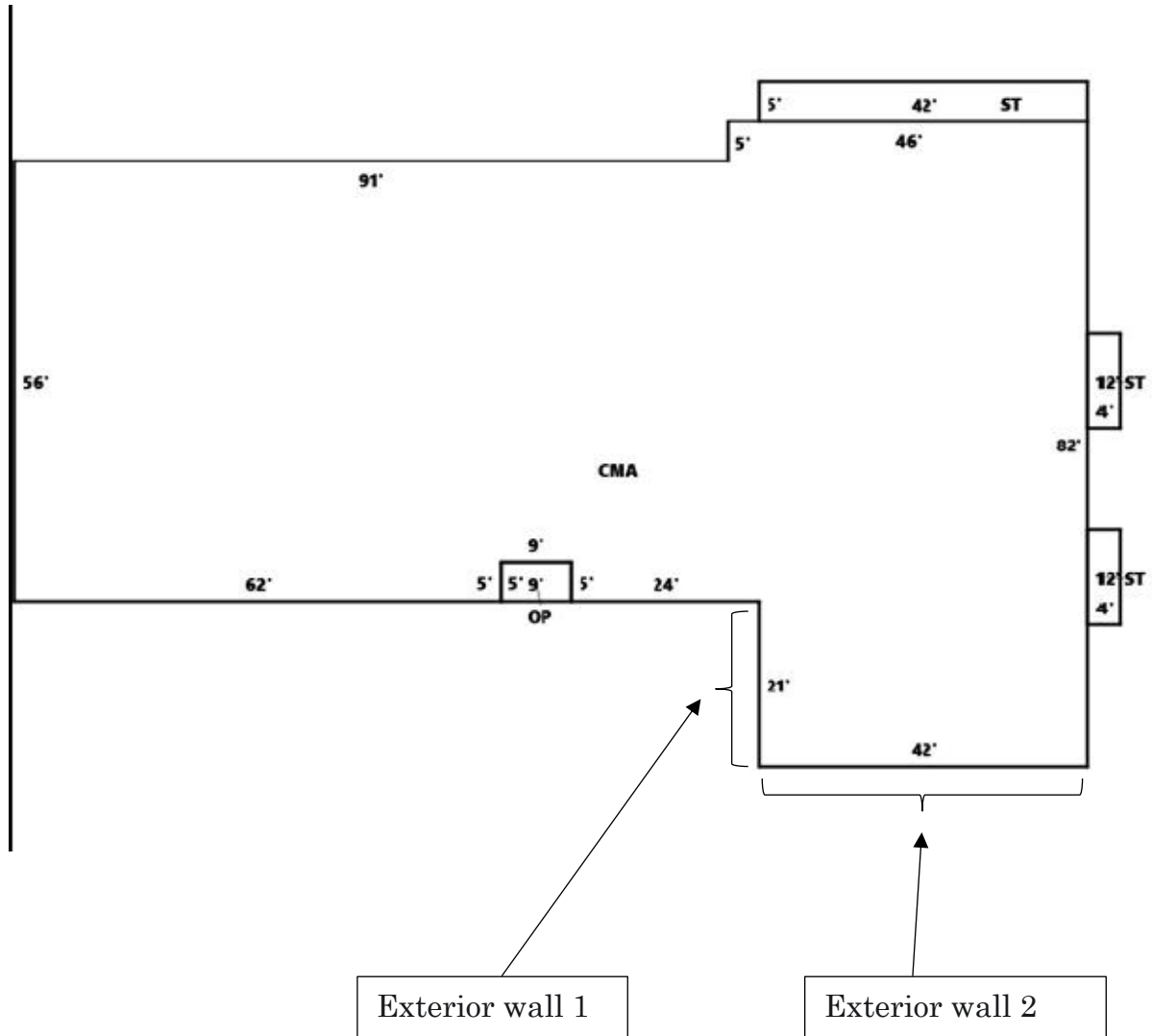
[SEAL]

Notary Public

My Commission Expires: _____

EXHIBIT "A"

LOCATION OF EXTERIOR WALLS SUBJECT TO EASEMENT



**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Appointment of Kipp Sutton to the Waynesville Environmental Sustainability Board

AGENDA INFORMATION

Agenda Location: Consent Agenda
Item Number:
Department: Administration
Contact: Chuck Dickson, William Hite-ESB Chairman
Presenter: Jesse Fowler, Assistant Town Manager

BRIEF SUMMARY

The Waynesville Environmental Sustainability Board has one vacancy. If appointed, Kipp Sutton's term would end June 30th, 2026. The ESB bylaws do not require applicants to live within town limits, but Mr. Sutton does live within town limits.

MOTIONS FOR CONSIDERATION

Motion to appoint Kipp Sutton to the Waynesville Environmental Sustainability Board

ATTACHMENTS:

MANAGER'S COMMENTS AND RECCOMENDATIONS

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Appointment of Carly Pugh to the Zoning Board of Adjustment as an alternate

AGENDA INFORMATION

Agenda Location: Consent
Item Number:
Department: Administration
Contact: Jesse Fowler, Assistant Town Manager
Presenter: Jesse Fowler, Assistant Town Manager

BRIEF SUMMARY

The Town of Waynesville's Zoning Board of Adjustment has two vacancies, both of which are "alternate" positions. Carly Pugh has been the only recent applicant. Ms. Pugh was interviewed by Councilmembers Dickson and Feichter. Council must now vote whether to appoint Carly Pugh to the ZBA as an alternate. Her term would end June 30th, 2026.

MOTIONS FOR CONSIDERATION

Motion to appoint Carly Pugh to the Zoning Board of Adjustment as an alternate.

FUNDING SOURCE/IMPACT

N/A

MANAGER'S COMMENTS AND RECOMMENDATIONS

ATTACHMENTS:

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Call for a Public Hearing for December 10, 2024, to consider text amendments related to addressing on ground signs.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Olga Grooman
Presenter: Olga Grooman

BRIEF SUMMARY:

The proposed text amendment is requested by the Town Fire Marshall to require street addressing as part of ground signs. It requires that businesses with ground signs display their street address number prominently on the sign. The amendment outlines the guidelines for the placement of the address on the sign, including requirements for maintenance to ensure legibility. Additionally, it clarifies that the street address number will not be counted towards the calculation of the sign face area. The text amendment also cross-references Fire Code standards for premises identification, such as requirements for size, stroke, and visibility for address numbers, as specified in the Town of Waynesville Fire Prevention and Protection Ordinance.

These regulations would apply to all newly installed ground signs for businesses. The proposed text amendments would amend the sign ordinance and improve public safety.

MOTIONS FOR CONSIDERATION:

1. Motion to call for a Public Hearing for December 10, 2024, to consider text amendments related to addressing on ground signs.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

None

MANAGER'S COMMENTS AND RECOMMENDATIONS:

This is a call for public hearing only.

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Call for a Public Hearing for December 10, 2024, to consider text amendments related to temporary housing.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Elizabeth Teague
Presenter: Elizabeth Teague

BRIEF SUMMARY:

For the purpose of Hurricane Helene recovery, and future events in which a residential dwelling is severely damaged by a natural disaster or fire, this text amendment would allow temporary housing and on-site storage while homes are being repaired or replaced. Temporary housing could be in the form of a “FEMA trailer” issued by FEMA or other agency after an emergency (which could be of modular, manufactured, or RV design), or a camper, travel trailer, or recreational vehicle owned by the resident. As accessory to the emergency housing, a storage trailer or container, such as a “Pod,” should be allowed with approval in certain cases.

Staff requested Town Council feedback at the October 8, 2024 meeting and was directed to develop a policy to allow temporary, emergency housing. Guidance from the School of Government indicates that emergency housing should be covered within municipal zoning as a land use in order to be clearly permitted.

MOTIONS FOR CONSIDERATION:

1. Motion to call for a Public Hearing for December 10, 2024, to consider text amendments related to temporary housing.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

None

MANAGER’S COMMENTS AND RECOMMENDATIONS:

This is a call for public hearing only.

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Call for a Public Hearing for December 10, 2024, to consider text amendments related to floodplain regulations.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Olga Grooman
Presenter: Olga Grooman

BRIEF SUMMARY:

On September 27, 2024, Tropical Storm Helene caused widespread damage to residential and non-residential structures in Waynesville. The proposed text amendments seek to strengthen the Town of Waynesville's floodplain protection requirements, aligning them more closely with the recommendations of the North Carolina Department of Emergency Management. Strengthening local floodplain ordinances could help reduce future risks to life and property, while promoting public safety and community resilience.

Based on the intensity of Tropical Storm Helene and the extent of damage, staff proposes an amendment to the ordinance to increase the required elevation from 1 ft to 2 ft above the base flood elevation (BFE) for all new construction and substantial repairs within the regulatory floodplain. Additionally, the United States Department of Housing and Urban Development (HUD) has adopted a new rule that requires new construction (building permit applications submitted on or after January 1, 2025) within the regulatory floodplain to be elevated at least 2-feet above the base flood elevation (BFE) to qualify for Federal Housing Administration (FHA) insured mortgages.

Staff also proposes to expand flood protection requirements that are currently applicable for a 100-year floodplain into a 500-year flood zone, including but not limited to elevation, floodproofing, flood vents, and requiring a floodplain permit for all development within the 500-yr floodplain. While most of the storm damage occurred within a 100-year floodplain in Waynesville, significant damage also occurred along the fringe of the zone, bordering the 500-Year Floodplain.

MOTIONS FOR CONSIDERATION:

1. Motion to call for a Public Hearing for December 10, 2024, to consider text amendments related to floodplain regulations.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

None

MANAGER'S COMMENTS AND RECOMMENDATIONS:

This is a call for public hearing only.

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Call for a Public Hearing for December 10, 2024, to consider text amendments related to premises identification for commercial buildings.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Olga Grooman, Darrell Calhoun, David Kelley
Presenter: Olga Grooman

BRIEF SUMMARY:

The proposed text amendment is requested by the Town Fire Marshall. It amends Chapter 30- Fire Prevention and Protection of the Waynesville Code of Ordinances and requires that commercial buildings provide an approved address identification. It outlines the guidelines for placement, size, stroke, and visibility for address numbers, per 2018 North Carolina Fire Code, Section 505.1. This amendment references specific standards for addresses on commercial buildings and promotes the efficiency of emergency operations as well as public safety.

MOTIONS FOR CONSIDERATION:

1. Motion to call for a Public Hearing for December 10, 2024, to consider text amendments related to premises identification for commercial buildings.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

None

MANAGER'S COMMENTS AND RECOMMENDATIONS:

This is a call for public hearing only.

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Call for a Public Hearing for December 10, 2024, to consider map amendment (rezoning) for the property at 28 Addie Lane in Waynesville, NC (PIN 8615-42-0757).

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Olga Grooman
Presenter: Olga Grooman

BRIEF SUMMARY:

On November 18, 2024, the Planning Board held a public hearing on the proposed map amendment. The subject property is located at 28 Addie Lane in Waynesville, NC. It is approximately 0.61 ac. There is an abandoned manufactured home that appears to be in a deteriorated condition on the property. The lot is surrounded by manufactured homes on three sides, and there is a manufactured home park approximately 300 ft to the northeast.

The subject property is currently located within Pigeon Street Neighborhood Residential District (PS-NR), where manufacturing housing is not allowed. The applicant is seeking to rezone the property to the adjacent Ninevah Neighborhood Residential District (N-NR), where manufacturing housing is allowed. The existing single-wide on the property represents a pre-existing non-conformity. Rezoning would potentially allow for improvement of the property and placing different or additional manufactured housing on it.

MOTIONS FOR CONSIDERATION:

1. Motion to call for a Public Hearing for December 10, 2024, to consider map amendment (rezoning) for the property at 28 Addie Lane in Waynesville, NC (PIN 8615-42-0757).

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

None

MANAGER'S COMMENTS AND RECOMMENDATIONS:

This is a call for public hearing only.

TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024

SUBJECT: Use funds from ARPA to partially fund equipment for a police vehicle that is purchased with the COPS grant.

AGENDA INFORMATION

Agenda Location: Consent Agenda
Department: Police
Contact: Chief David Adams
Presenter: Ian Barrett

BRIEF SUMMARY

When procuring the previous ARPA projects, our IT infrastructure came in under the original quote. We have \$7,756.23 left in ARPA funds that needs to be obligated by the end of December. Upon discussion, it was deemed that using this small remainder of funds to put toward funding a police vehicle associated with the COPS grant. This will ensure we meet the requirement of fund obligation before the end of the year and help to equip a police vehicle.

MOTIONS FOR CONSIDERATION

Approve using ARPA funds to partially equip a COPS grant police vehicle.

ATTACHMENTS:

MANAGER'S COMMENTS AND RECCOMENDATIONS

Ordinance No. O-51-24

Amendment No. 12 to the 2024-2025 Budget Ordinance

WHEREAS, the Council of the Town of Waynesville, wishes to amend the 2024-2025 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville that the 2024-2025 Budget Ordinance be amended as follows:

General Fund:

Decrease the following revenues:

ARPA Funds	\$7,756.23
------------	------------

Purchase the following Assets:

Police Vehicle Equipment (COPS Grant Hire)	\$7,756.23
--	------------

Adopted this 26th day of November 2024.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Candace Poolton
Town Clerk

Approved As To Form:

Martha Sharpe Bradley
Town Attorney

**TOWN OF WAYNESVILLE COUNCIL MEETING
REQUEST FOR COUNCIL ACTION
Meeting Date: November 26, 2024**

SUBJECT: Employee Appreciation

AGENDA INFORMATION:

Agenda Location: Presentation

Department: Fire Department

Contact: Chief Joey Webb and Assistant Chief Chris Mehaffey

Presenter: Mayor Gary Caldwell

BRIEF SUMMARY: During the recent flooding events, we have experienced catastrophic devastation in and to our Town from the impacts of Hurricane Helene. The Fire Department has shown their ongoing dedication to this Town with the response by their hard work during this trying time. I would like to see these employees be recognized for their efforts and dedication to Waynesville and the Citizens during this difficult time.

MOTION FOR CONSIDERATION: N/A

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS: N/A

MANAGER'S COMMENTS AND RECOMMENDATIONS:

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: December 10, 2024**

SUBJECT: Downtown Waynesville Ice Stroll on January 31, 2025

AGENDA INFORMATION

Agenda Location: New Business
Item Number:
Department: Administration
Contact: Beth Gilmore, Downtown Waynesville Commission Executive Director
Presenter: Beth Gilmore, Downtown Waynesville Commission Executive Director

BRIEF SUMMARY:

Visit Haywood is planning to host another Downtown Waynesville Ice Stroll on Main Street on January 31, 2025. Due to the hardship on businesses after Hurricane Helene, they have agreed to fund the purchase of 20 sculptures for this year's stroll instead of asking businesses to buy their own.

Sculptures purchased by Visit Haywood will be a collection of characters and objects with no logo or business names carved into the ice. If you would like to request a custom designed sculpture like the Plott Hound sculpture that the Town purchased last year, that opportunity is also available for \$400.

MOTIONS FOR CONSIDERATION: A motion to purchase a custom Town of Waynesville ice sculpture for the Downtown Waynesville Ice Stroll for \$400.00.

FUNDING SOURCE/IMPACT: 104110-00-532920

ATTACHMENTS

MANAGER'S COMMENTS AND RECOMMENDATIONS

COUNCIL ACTION REQUEST

Meeting Date 11/12/24

SUBJECT: Parks & Recreation Proposed Engineering, Construction, and Repair Schedule.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Parks & Recreation
Contact: Luke Kinsland, Parks & Recreation Director
Jesse Fowler, Assistant Town Manager
Presenter: Luke Kinsland, Parks & Recreation Director

BRIEF SUMMARY

The following schedule as proposed is intended to organize the bid, design, and award of contracts to different qualified engineering, architecture, and construction firms in order to begin the design, reconstruction, and repair of the many Parks and Recreation Facilities damaged or destroyed by Hurricane Helene. Due to the scope and complexity of necessary repairs throughout our numerous facilities, staff is recommending the following strategies in order to better organize each of the projects listed below. This schedule takes advantage of various procurement mechanisms in order to complete these projects in a timely manner compliant with State and Federal law, as well as FEMA reimbursement regulations.

Terms

- *Request for Proposal (RFP)*
Contractor selection process which uses project costs as the metric of decision. This mechanism is the standard selection process for construction, repair, and purchase contracts. Government agencies are typically required, with few exceptions, to select the lowest bidder when soliciting contracts through RFPs.
- *Request for Qualifications (RFQ)*
Contractor selection process which uses a contractor's qualifications, (e.g. experience, portfolio, etc.) rather than project costs as the metric for decision. This mechanism is the standard selection process for architectural and engineering contracts. Government agencies are required to select the most qualified bidder, rather than the cheapest, when soliciting contracts through RFQs.
- *Stormwater Best Management Practice (Stormwater BMP)*
Devices, practices, or methods that are used to manage the flow of stormwater runoff. Examples of Stormwater BMPs can include bioretention ponds, raingardens, and services such as leaf collection.

SCHEDULE OF PROJECTS

Demolitions

- Each of the projects included in this report will require some level of demolition prior to construction.
- Staff recommends combining the necessary demolition work across all projects into a single bid package.
 - 1) Solicit a single RFP to select a firm to carry out all of the necessary demolitions across all Parks and Recreation facilities which require demolition.
 - 2) Following contract award, the chosen firm will begin demolitions while the remaining projects are let and set underway.

Softball Fields

- The softball fields located at Vance Street Park and Dutch Fisher Field each require full reconstruction.
- Staff recommends combining both softball field reconstruction projects into a single bid package.
- A combined bid package awarding the design of both softball fields to a single firm will allow for the construction of architecturally similar facilities.

- 1) Solicit a single RFQ to select an engineering and design firm to deliver engineered construction and design documents for the softball fields located at Dutch Fisher Park and Vance Street Park.
- 2) Solicit a single RFP using the engineered construction documents delivered by the firm chosen in step 1 to select a firm to construct new softball fields at both locations which are architecturally similar.

Old Bi-Lo Pavilion, Playground, and Restrooms

- This site is located behind the tennis courts at the dead end of West Marshall Street resting entirely within the 100-year floodplain.
- Staff recommends only reconstructing the pavilion located at this site in order to avoid additional costs associated with floodplain construction.
- The Town recently constructed new restrooms nearby which can service the reconstructed pavilion.
- The nearby All Abilities Playground and Kiwanis Playground can serve customers who may utilize the reconstructed pavilion.
- Following construction of the new pavilion, staff recommends the Sand Volleyball Court presently located at Vance Street Park be relocated to accompany the new pavilion at this site.
 - 1) Solicit an RFP to select a firm to construct a pavilion architecturally similar to the pavilion located at Obama-King Park by using the same engineered construction documents originally produced for the Obama-King Park Pavillion project.
 - This RFP would include the preliminary grading and earthwork necessary to prepare the site for the relocation of the Sand Volleyball Court once the pavilion is completed.
 - Following site preparation, the new Sand Volleyball Court would be relocated by Town of Waynesville staff.

Dog Park

- Town Council has approved relocation of the Dog Park to a new site along Howell Mill Road at the northwestern corner of Vance Street Park adjacent to the roundabout.
- Staff recommends the Sand Volleyball Court which currently occupies this site be relocated adjacent to the new pavilion set to be constructed at the Old Bi-Lo Site.
 - 1) Solicit an RFQ to select an engineering and design firm to deliver engineered grading, drainage, and construction documents for a new Dog Park.
 - 2) Solicit an RFP using the engineered documents delivered by the firm chosen in step 1 to construct a new Dog Park.

Greenways

- The earthen section of greenway running along Richland Creek adjacent to the Dog Park requires repair.
- The paved greenway extension located at the Old Schulhofer Property was under construction prior to the impact of Hurricane Helene and requires reconstruction.
- Prior to the impact of Hurricane Helene, the firm chosen to construct this section of greenway was preparing to return to the site in order to repair portions of the project having been determined unsatisfactory by staff.
 - 1) Solicit a single RFP to select a firm to repair the earthen section of greenway located adjacent to the Skate Park and prepare the base of the new greenway extension located at the old Schulhofer property in preparation to be repaved.
 - The section of greenway located adjacent to the skate park would include repair of the small walking bridge.
 - The base of the greenway located at the Old Schulhofer Property would be repaired by the selected firm. Following this repair, the firm chosen to originally construct that section of greenway would return to pave the surface.

Rain Garden along Howell Mill Road

- The rain garden located at 345 Dellwood Road adjacent to the greenway trailhead leading to the Industrial Park requires reconstruction.
- Staff does not recommend reconstructing this site as a Rain Garden.
- Staff recommends replacing the rain garden located at this site with a Stormwater BMP requiring less labor to maintain throughout the year such as a bio-swale or similar stormwater retention area.
 - 1) Solicit an informal bid to select a firm to design an engineered Stormwater BMP and the necessary drainage systems required to outfall runoff into Richland Creek.
 - 2) Following receipt of engineered construction documents to install the Stormwater BMP, the Town will determine whether construction will be performed in-house or by a private contractor selected through an RFP.

MOTION FOR CONSIDERATION

Motion to approve the project schedule as proposed by staff in order to begin repairing and rebuilding the Town of Waynesville's Parks and Recreation facilities.

FUNDING SOURCE/IMPACT

ATTACHMENTS

MANAGER'S COMMENTS

While these many projects are put underway, staff intends to solicit for the construction of temporary softball fields at Dutch Fisher Park and Vance Street Park. These fields would be graded, filled and repaired to allow customers competitive use of the fields while a permanent solution is being designed and constructed. Staff plans to include temporary fencing around the fields at both locations. However, we are hesitant to construct any robust fencing solutions as the plan is to replace them during the major construction and renovation of each site once those designs have been received and approved.