

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
REGULAR SESSION MEETING  
OCTOBER 22, 2013**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held its regular meeting Tuesday, October 22, 2013 at 7:00 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

Mayor Gavin Brown called the meeting to order at 7:00 p.m. with the following members present:

Mayor Gavin Brown  
Alderman Gary Caldwell  
Alderman Julia Freeman  
Alderman Wells Greeley  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Woodrow Griffin, Town Attorney  
Alison Melnikova, Assistant Town Manager  
Phyllis Rogers, Acting Town Clerk

Representing the media:  
Mary Ann Enloe, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Brown mentioned several calendar items: Council of Government Meeting October 28 and a Listening Tour at the Sherrill Center, UNC-A with Secretary Sharon Decker & Deputy Secretary Tony Almeida with the NC Department of Commerce on October 31. Some events in November require tickets and Board Members were asked to inform Manager Marcy Onieal if they would like to attend. The Christmas Parade will be held December 9 and the Employee Appreciation Luncheon is scheduled December 13 at The Gateway Club. Leaf collection began October 21 and the Compost and Mulch Sale is scheduled over the next two weekends.

2. Minutes of September 10, 2013

***Alderman Caldwell made a motion, seconded by Alderman Roberson, to approve the minutes of the September 10, 2013 regular session meeting as presented. The motion passed unanimously***

3. Proclamations

Mayor Brown announced three proclamations signed and declared during the month of October:

Disability Employment Awareness Month. George Marshall operates Haywood Vocational Opportunities and this proclamation recognizes the special needs of, and advocates for, employment opportunities for people with disabilities in our community.

Breast Cancer Awareness Month. On Saturday, an event is scheduled at Haywood Regional Hospital. Breast Cancer Awareness is also a National Event with friends and family members also involved with breast cancer awareness. Members of the Board added that it is very exciting to see the support being given to recognize and raise awareness of issues of women such as breast cancer.

Domestic Violence Awareness Month. Alderman Julia Freeman, also with REACH, added that domestic violence is a big issue and an epidemic in our community. The majority of the victims REACH deals with are from the Waynesville area.

Mayor Brown said a fourth proclamation declaring National Red Ribbon Week as October 23 – 31, 2013 has also been signed and will be distributed to Board Members.

4. Recognitions

Gary Caldwell, Alderman – ARC NC Volunteer of the Year

Alderman Gary Caldwell was selected as the ARC NC Volunteer of the Year for the State of North Carolina. Mayor Brown asked Alderman Caldwell to speak about this award. Alderman Caldwell said his name was submitted for this award, based upon his involvement in a fundraiser for ARC for the past 24 years and how much money was raised from this event. When accepting this award he learned that ARC has been in existence for the past 64 years, originating first in North Carolina. Mayor Brown thanked Alderman Caldwell for the many

contributions he has made to this organization and for all the work he does within the community, adding that this is a well-deserved award. Alderman Caldwell thanked the Board for being a sponsor for the “Ark”toberfest event.

2013 ISO Building Code Effectiveness Rating: 5R/4C

For some time the Town of Waynesville has maintained a Level 5 ISO Building Code Effectiveness Rating for Residential and Commercial structures, but has improved this year to a Level 4, which should result in lower insurance rates for commercial structures. Manager Onieal said having ordinances in place, including those relating to the flood plain, having a fully certified code enforcement staff in all five inspections disciplines, and a systematic and comprehensive program of inspections help improve this rating. Manager Onieal expressed appreciation for the dedication and accomplishment of employees to obtain these certifications since the educational and technical requirements are rigorous. Mayor Brown pointed out that the improved rating also results in lower insurance rates.

Alison Melnikova, Assistant Town Manager – Appreciation of Service

Mayor Brown recognized Assistant Town Manager Alison Melnikova for her work since 2006 when she began as an intern from the MPA program at Western Carolina University , later being promoted to Assistant to the Town Manager and then to Assistant Town Manager. Alison has now been given an opportunity to serve as Town Manager for the Town of Laurel Park in Henderson County. Mayor Brown said Alison is doing what everyone should do, leaving the place she was in in better condition and advancing to serve a community in a manager’s position at a higher level of responsibility. Mayor Brown read a resolution commending the service of Alison Melnikova as Assistant Town Manager of the Town of Waynesville and congratulating her on her appointment as Town Manager of Laurel Park.

***This resolution was adopted unanimously by consensus of the Board. (Res. No. R-13-13)***

Alderman Roberson said Alison always made sure he received his agenda for the MPO and thanked her for all the work she has done for Waynesville.

Alderman Greeley thanked Alison not only for being the Assistant Town Manager, but for also being a friend. He always had a lot of questions while traveling to Town meetings and Alison always got the answers he needed.

Alderman Caldwell said it has been an honor to work with Alison, adding that he also considers her a friend, adding that the skate park would not have become a reality if she hadn't been there to tie up the loose ends and he personally thanked her for that.

Alderman Freeman said Alison's professionalism has been impeccable. Alison always took things to a level that takes the burden of research off of board members and she has always been appreciative of those efforts. Alison is respected by town employees and will certainly be missed. No one will actually know how much Alison will be missed until the Monday morning after she leaves.

Alison Melnikova thanked the Board and said Waynesville has a great town manager and great employees. Mayor Brown asked Alison to always come back and visit.

Town Manager Marcy Onieal said she would not have been able to make it through her first year without Alison, adding that she considered Alison a peer from day one rather than an assistant. Alison was a quiet leader, respected not only by other employees, but by other managers, and it is good and fitting that she will be moving on to bigger and better things for herself. She thanked her especially for her work in the past year in the areas of facilities management and the IT Master Planning & Implementation process.

Acting Town Clerk Phyllis Rogers said Alison is well respected by employees and will certainly be missed, but congratulated her on the appointment as Town Manager of Laurel Park.

## **B. BOARDS, COMMISSIONS, OUTSIDE AGENCY REPORTS**

### **5. Haywood County Commission for a Clean County**

Joanna Swanson, Secretary and Founder of Haywood County Commission for a Clean County, thanked the Board for all the support they have given the Commission for a Clean County. The Board was provided a list of the Board of Directors, along with a mission statement and goals of the Commission. Ms. Swanson said the Commission has a volunteer board and is apolitical with a goal to raise awareness of the importance of a clean environment. The Commission was founded in 2000, is the first and only land based environmental group and very proud of the fact that the first litter control became part of a program on Waste and Litter in all middle and high school Social Studies classes. The Commission has three major thrusts: 1) Hands-on litter pickup 5-6 months of the year; 2) Community pride program to honor businesses, community and civic clubs that have made contributions to clean up. Nominations are received and material awards are given to recognize these efforts, and 3) a school program has been started

in kindergarten and first grades. Haywood County Solid Waste Coordinator Stephen King participates in a program for students, with a demonstration of a character dressed as a woman riding through the auditorium throwing litter and allowing the children to describe why this is wrong. A coloring book designed of drawings by Haywood County children is being developed and contributions are being sought from businesses to make this project possible. The coloring books will then be distributed to Haywood County elementary school children.

Mayor Brown said the common theme for this Commission is taking care of the community and keeping it clean. Ms. Swanson said the goal of the Commission is to raise awareness in the community. She thanked the Board for inviting her to attend the meeting, for their support and efforts in helping to keep the community clean.

#### 6. Waynesville ABC Commission Earl Clark, Chair

Earl Clark, Chairman of the Waynesville ABC Commission, expressed appreciation for being allowed to speak to the Mayor and Board of Aldermen. This has been a big and exciting year and much has been learned by the ABC Board with the recent completion and move into their new store in West Waynesville. Reports show that the new and larger store can handle many new items that the old store could not. The first ABC Store in Waynesville opened in 1967 on Walnut Street, making this the 45th years of sales at that location. Plans were to keep both stores open for a period of time, but renewal of the lease was unsuccessful at the Walnut Street location. The new store, located at 52 Dayco Drive, was completed at a total cost for the property and construction at \$1,217,372. Their goal is to provide controlled sales of alcohol for Haywood County residents with continued revenue distribution for many years to come. The Waynesville ABC store currently employs four full-time and three part-time employees, allowing two salespersons on the sales floor at any given time. A grand opening and ribbon cutting is scheduled Monday, October 28 at 10:00 a.m. Everyone was invited to attend.

Mayor Brown said the Board of Aldermen appoints members to the ABC Board, but has no other authority related to the management of alcohol sales. It is felt that South Main Street is a growing commercial area in this community, and will serve to help boost sales for the ABC Store. Contractor John Burgin and Architect Randy Cunningham did a wonderful job on the new and beautiful building which is a great addition to West Waynesville. The Board thanked Mr. Clark for his presentation.

### C. NEW BUSINESS

#### 7. Proposal to Install DCFC Electric Vehicle Charging Station at the Miller/Montgomery/Haywood Public Parking Lot

Brightfield Transportations Solutions, Advanced Energy and other North Carolina leaders of Plug in Electric Vehicle (PEV) advancement are teaming up to bring thirty (30) public Direct Current Fast Chargers (DCFCs) for PEVs to the state. The purpose of this effort is to serve the growing needs of a traveling public that is increasingly electrified. Advanced Energy is seeking qualified host sites at commercial, retail, municipal and state locations to host DCFC equipment for electric vehicle fueling. Host sites can either own the equipment or allow a third-party vendor to own and operate the station. Host sites that choose to own the Fast Charge equipment will receive, free of charge, a DCFC station valued at over \$25,000. Equipment owners will be responsible for all costs associated with installation, operation and maintenance of the stations. The installation of the DCFC stations are being counted towards implementation of the NC PEV Roadmap (created through the NC PEV Readiness Initiative: Plugging-in from Mountains to Sea, funded through the US Department of Energy's Clean Cities Program, in which the Town of Waynesville is a partner), and guided through the NCPEV Taskforce (a voluntary stakeholder organization founded by the NC State Energy Office and Advanced Energy). Funding for the DCFC stations are through private sector investment.

In keeping with the Town's desire to diversify its own fleet, maintain a clean environment, and promote fueling infrastructure that will support the goals of the Clean Cities Program, while promoting economic development opportunities for our community, this proposal will serve as a vital link in state-wide fueling infrastructure for electric vehicles. Current range for electric vehicles on a single charge is approximately 50 miles. With DC fast chargers already located or being planned for Asheville, Hendersonville, and both sides of the Great Smoky Mountains National Park, the link in Waynesville will support distance travel, particularly related to tourism, for travelers with plug-in or plug-in hybrid vehicles. Fast chargers will deliver a full charge in approximately 30 minutes, while the two Level 2 chargers will deliver 80% charge in two hours to a 100% charge in four hours. Installation is planned for the Miller/Haywood Street Public parking lot. Design and construction are scheduled to be completed by March 1, 2014.

Town Manager Marcy Onieal introduced Stan Cross with BrightField Transportation Solutions and Bill Eaker with Land of Sky Regional Council, Clean Vehicles Coalition Coordinator. Bill Eaker began by thanking Alison Melnikova for her work in the community, adding that it has been a pleasure working with her on various projects, serving with her on the Haywood Waterways Board, and taking a plunge in Lake Junaluska as part of their fundraiser. Ms. Melnikova has agreed to participate in this event next year as well.

Mr. Eaker said hybrids and high speed electric vehicles are beginning to be more common and attempts are being made to prepare the Asheville area for these vehicles with one electric charging station currently located at Haywood Community College. Waynesville and a few

other areas in Haywood County and surrounding area are targeted as locations for additional charging station locations and are being offered this opportunity.

Mr. Stan Cross, founder of BrightField Transportation Solutions, is partnering with the North Carolina Plug-in Electric Vehicle Task Force, Nissan North America, Olsen Energy Corp, and private investors to make North Carolina one of the nation's most innovative and vibrant EV markets. One difference with their business model is that they are generating solar power to show that they can produce electricity from many areas of opportunity. The charging stations are placed within public space, with downtown Asheville being the first location. Brightfield is currently working with Duke Energy to install 20 stations in the Asheville area, including Waynesville. The majority of the effort to place charging stations has been in the Raleigh and Charlotte areas of North Carolina. Benefits of driving electric vehicles result in savings to the consumer and there is an attempt being made to encourage visitors with electric vehicles to visit this area, bringing more tourism and creating jobs locally. Mr. Cross explained that investors in the charging stations receive tax benefits and electric vehicle users pay to plug in to their stations. No cost is involved initially to the Town. However, a lease agreement is involved with an opportunity to purchase at some point in the future. If the Town does not purchase the charger, they could continue to lease the equipment and BrightField would continue maintenance and operation.

Manager Onieal said six (6) parking spaces would be taken up by the chargers. One of the options available is for electric vehicle owners to pay while the vehicle is being recharged with the option to continue to pay for the vehicle to remain parked for an additional time while they shop after the vehicle is charged. BrightField works with each parking lot owner to determine which option works best for them. Mayor Brown asked if there is a viable market at this time for the charging stations. Mr. Cross said the Blue Ridge Parkway and Great Smoky Mountain National Park are also interested as locations for the stations. Alderman Roberson mentioned that electric vehicle owners are charged an extra tax and he asked if a tax on electricity for charging stations might be a possibility. Mr. Cross said electric vehicle owners pay for the right to plug into their stations and he does not anticipate a tax. Mr. Cross added that there will be one fast charger and two Level II chargers so that a total of three cars could charge at once. The charging stations will all be located on public parking spaces, mainly because of the high utilization of the chargers within a public space. Alderman Roberson asked about a former electric vehicle charger proposal. Assistant Town Manager Alison Melnikova explained that this joint project between Haywood County and the Town to locate a charger on the County's parking deck was unsuccessful due to the short turnaround time for preparing the grant application associated with funding that charger. When the prior project was considered the Town looked at the Miller Street parking lot as a location, but this charging station will be under a canopy which will take away some of the prior concerns.

Mayor Brown asked how electric vehicle owners would know where the charging stations were located. Mr. Cross explained that the information is available online, by telephone or laptop with the ability to lock down a station to guarantee its use if you are within approximately ten minutes of arrival. Cell phones can also be programmed to alert you when the charge is

complete on the vehicle. Mayor Brown added that having electric vehicle charging stations in Waynesville sets the community apart and shows that the Town is always looking ahead to the future.

Mr. Cross said if approved, the installation project should be complete by March 31. Hendersonville and Boone are also included for charging station locations.

***Alderman Roberson moved, seconded by Alderman Greeley, to approve the installation of an EV charging station and authorize the manager to enter into an agreement with BrightField Transportation Solutions for installation, maintenance and operation of the station, as presented. The motion carried unanimously. (Cont. No. 24-13)***

#### 8. Street Closing Requests/Amendments

The following requests have been received for holiday street closures:

Thursday, October 31, 2013, closure of Academy Street between Haywood & Tate Streets; 4:00 p.m. – 8:00 p.m., for a Trunk-of-Treat Celebration (request of Becky Brown, First United Methodist Church)

Thursday, October 31, 2013, closure of Virginia Avenue between Hazelwood and Kentucky Streets, 4:00 p.m. – 9:00 p.m., for a Fall Festival with amplified music (request of Tasha Byrd, Hazelwood Baptist Church)

Cancellation of Main Street closure, previously approved for November 22, 2013, for Downtown Waynesville Association's "Light Up Main Street" (event cancelled at the request of Buffy Phillips, DWA)

***Alderman Greeley moved, seconded by Alderman Roberson, to approve the amendments to the adopted street closure schedule as presented. The motion carried unanimously.***

#### 9. Call for Public Hearings

The following plans, and code/zoning amendments have been or will be considered by the Planning Board with recommendation for action by the Board of Aldermen in November. A call for public hearings is requested on the items to be conducted on Tuesday, November 12, 2013 at 7:00 p.m., or as soon thereafter as possible, in the Board Room of Town Hall, 9 south Main Street:

- A) Adoption of North Main Street Corridor Plan – presentation of draft plan by Teague Traffic Engineering to be following by public hearing.
- B) Rezoning of property located at 33 Bennett Street from Hazelwood Business District to Commercial Industrial



- C) Rezoning of property located at 2566 Asheville Road from Raccoon Creek Neighborhood Residential to Commercial Industrial.
- D) Text amendment to Chapter 11 of the Land Development Standards to adopt various revisions to sign regulations.
- E) Amendment to Section 26-541 of the Code of Ordinances relaxing requirement to clear overgrowth in excess of 10" from 300' to 50' from neighboring properties.
- F) Amendment to Section 42-61 (to 62) of the Code of Ordinance regarding carrying of concealed weapons at public facilities; amendment will bring Town Code into compliance with changes in NC General Statute, adopted by 2013 session of General Assembly.

***Alderman Caldwell moved, seconded by Alderman Freeman to call for public hearings on November 12, 2013 at 7:00 p.m., or as soon thereafter as possible, in the Board Room of Town Hall, 9 South Main Street, for the purpose of adopting a North Main Street Master Plan; considering change in zoning for two property parcels; and considering amendments to the Code of Ordinances on various topics as presented. The motion carried unanimously.***

#### **D. UNFINISHED BUSINESS**

##### **10. Approval of IT Network Support Services Vendor**

At the August 13<sup>th</sup> Board Meeting, town staff was authorized to solicit responses to a Request for Qualifications for Information Technology Services that would enable the Town to select a vendor for IT services with the appropriate technical knowledge and customer service capabilities to allow the town to implement the recommendations from the comprehensive IT Assessment, prepared by outside consultants and presented to the Board on February 22, 2013. On September 16<sup>th</sup> the Town received responses from:

- A. Advanced Data & Network Solutions, Asheville, NC
- B. CNP Technologies, Charlotte, NC
- C. Epsilon, Weaverville, NC
- D. Electronic Office, Asheville, NC
- E. New Meridian Technologies, Waynesville, NC
- F. TSA, Asheville, NC (responded, but declined to submit RFQ)
- G. VC3, Atlanta, Columbia, Raleigh

This solicitation was for the purchase of information technology goods and services and was issued per North Carolina General Statute 143-129.8, which permits the Town to award a contract to the vendor that submits the best overall proposal. No fees or costs were requested or submitted with the proposal. Proposals submitted under this section are not subject to

public inspection until the contract is awarded, pursuant to G.S. 143-129.8. If the Town does not successfully enter a contract with any vendor, the proposals are never public.

The core mission of the Town is to provide efficient and effective services to the residents, businesses and visitors, and to perform this mission we have to spend time and resources to support the departments that directly interact with citizens.

Manager Onieal said the Town assessed, studied, and provided information and regular updates to the Board as the work progressed over the course of the past year. She noted that Assistant Town Manager Alison Melnikova had focused on little else during the past year and asked that she provide an overview of the year's work and her recommendations.

Assistant Manager Melnikova said the Town currently spends more than \$300,000 per year on IT Services, internet access and telephone access. These costs have never been broken down until now, but the significant amount confirms what she suspected all along, that the town already invests a considerable amount of resources to telecommunications and information technology functions, yet for an organization the size and complexity of the Town, this simply isn't enough. She provided an estimate for advancement to the service level that the Board has talked about and gave examples of enhanced usage and greater operational efficiencies which would be possible under the planned improvements.

RFQ responses were evaluated according to the following criteria:

1. Technical expertise (breadth & depth)
2. Service approach
3. Staff experience
4. Current client satisfaction

Help reviewing and designing the RFQ responses included representatives from The UNC School of Government Center for Public Technology, Director of IT for the NC League of Municipalities, Haywood County IT staff, and two local area independent IT consultants not related to any of the responding firms. The RFQ responses were sorted into two categories, those with limited local government experience and those with local government experience including law enforcement, with their need to access and protect data, since audits are conducted by the FBI. The Town attempted an agreement with Haywood County in order to shore up compliance, but they cannot provide the level of support that all other town departments should also have.

The IT infrastructure of the Town will need improvements and the selected firm will include budget implementation, project plans and ensure that this ties in with the Board's goals. Ms. Melnikova described the range of responses received from all six vendors for each criterion. While all six vendors were deemed qualified vendors and had excellent history in serving clients, it was evident that one firm clearly stood out as the best match for the Town's needs at this time, based on available resources, experience with other municipalities, and breadth of services offered. The review panel and Assistant Manager were unanimous in their evaluation that VC3, of Raleigh/Columbia/Atlanta can best fulfill the Town's goals and ensure that budgeted IT funds will be spent in the best way possible. Manager Onieal concurs with that recommendation. Close location of the company is not necessary due to internet access, and an example given was that the Town's financial software is located in Maine. Alderman Roberson asked if hardware goes down if VC3 would be close enough to make the needed repairs. Ms. Melnikova explained that despite offices located approximately 3-4 hours away, their technicians can be on site to make repairs by the time needed parts are received and at no time would we expect to be out of service more than a few hours at worst, especially since storage of data on the VC3 cloud would allow access from any computer anywhere with internet access. She added that the Town has an inventory of several critical hardware items stored and available if and when needed.

Mayor Brown pointed out that these type contracts are typically for 3 – 5 years. Alderman Freeman asked if the Police Chief was in agreement with this proposal and Ms. Melnikova said that he was, and it was understood that the Police Department will always be somewhat different than other departments because of needed back up for their records, which have different standards for maintenance than other town data files. VC3 also has the capabilities the Town is looking for.

Mayor Brown said the presentation by Assistant Town Manager Alison Melnikova proves that the Town is losing a good employee, but her career move as Town Manager of Laurel Park, North Carolina is also a move for her in the right direction.

Ms. Melnikova added that whatever happens in terms of IT will take a lot of staff time and employee training. Alderman Greeley asked how much it would cost the Town to hire an IT person. Manager Onieal said the support contract is expected to cost the Town approximately the same amount as hiring 1 full-time employee with benefits, and the Town would still need outside support. However, with this proposal the Town will have access to many certified IT staff and engineers, covering a broad range and depth of expertise and experience, specifically in municipal applications, which the Town could not achieve in hiring a single employee.

Alderman Freeman expressed appreciation for the work done by town staff. The request for proposals was also presented to local companies and they have participated throughout the process. Mayor Brown noted that one of the principal issues this Board charged Town Manager Marcy Onieal with when she was hired as Town Manager was making improvements in the usage and management of IT systems throughout the town organization. The Board expressed appreciation for the work done by the Manager and Assistant Manager on this project.

***Alderman Roberson moved, seconded by Alderman Freeman, to authorize the Town Manager to negotiate with VC3 for a contract for IT support services, for a term not to exceed five years, to include all of the services requested in the RFQ to the extent the existing budget for IT services will allow for the remainder of FY 14, with a target effective date between November 1, 2013 and July 1, 2014. The motion carried unanimously.***

11. Request to Amend Town Participation in Hyatt Trace Development off Hyatt Creek Road

At its Board meeting of January 22, 2013, the Board of Aldermen agreed to provide an incentive to Workforce Homestead, Inc., toward the development of Hyatt Trace, a 64-unit affordable rental apartment community for working families on Hyatt Creek Road in Waynesville, pending approval of the NC Housing Finance Agency. The complex is to contain a mix of two and three-bedroom units in two-story buildings, and will offer rents that will be affordable to households earning no more than 60% of the county median income.

The Town's original offer of participation was to originate a 20-year loan for a principal amount not to exceed \$106,700, specifically for the purpose of installing approximately 1,600 feet of sewer main from US 23/74 down Hyatt Creek Road to Freeman Road. Although this proposal would tie up Town resources for 20 years, the Town ultimately would have recouped its entire investment, plus interest. The developer was notified in late September that the project proposal was insufficiently competitive to make the 2013 funded list.

In order for the project to be more competitive in the next round of housing credit applications, the developer is asking the Town to contribute at a higher monetary level (\$142,650 vs. \$106,700), but with no out-of-pocket expenditures, since the revised incentive proposal is for a fee waiver rather than an outright expenditure. Manager Onieal explained that the Town would forego water/sewer tap and capacity fees, which is revenue the Town would not have anyway if this project fails to go through and the property is not otherwise developed. It is anticipated that the construction of this housing complex will help spur further development in the commercial corridor between Waynesville Commons and the development itself.

There was discussion regarding the public-private partnership and what standards are necessary in order for a project such as this to meet legal requirements since this project involves a commercial developer for the public purpose of providing affordable housing. Manager Onieal said the Town does not currently have a standard for projects such as this and will need guidelines to determine what conditions would be necessary in the future. Alderman Greeley said he understood that the project may not come to fruition until next August. Manager Onieal said the developer receives points for rent income, proximity to shopping and other criteria. Mayor Brown added that the point system can be very political, with changing rules from one year to the next.

***Alderman Greeley moved, seconded by Alderman Roberson, to participate with Workforce Homestead/Grant Construction & Development in their application to the NC Housing Finance Agency for award of 2014 tax credits for the Hyatt Trace Development, by waiving water and sewer tap and capacity fees at the time the construction permit is issued, a waiver expected to be valued at approximately \$142,650, contingent upon staff first identifying the conditions and legal authority under which the requested waiver might be granted. The motion carried unanimously.***

#### **E. COMMUNICATIONS FROM STAFF**

Due to the lateness of the meeting, Manager Onieal offered to defer her staff report and send any critical updates that can't wait until the next meeting by e-mail to the Mayor and Board of Aldermen.

#### **F. CALL ON THE AUDIENCE**

No comments.

#### **G. COMMUNICATIONS FROM MAYOR & BOARD OF ALDEREMEN**

No comments.

#### **H. ADJOURN**

***There being no further business, Alderman Greeley made a motion, seconded by Alderman Freeman, to adjourn the meeting at 9:00 p.m. The motion passed unanimously.***

ATTEST

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Gavin A. Brown, Mayor

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Marcia D. Onieal, Town Manager

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Eddie Ward, Deputy Town Clerk

Prepared by:

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Phyllis R. Rogers, Acting Town Clerk