



Town of Waynesville, NC

Board of Aldermen Regular Meeting

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

Date: **OCTOBER 10, 2017**

Time: **6:30 p.m.**

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(828) 452-2491 eward@waynesvillenc.gov*

A. CALL TO ORDER - Mayor Gavin Brown

1. Welcome/Calendar/Announcements
2. Adoption of Minutes

Motion: *To approve the minutes of the September 26, 2017 regular meeting minutes as presented [or as corrected].*

3. Proclamations
 - National Fallen Firefighters Memorial Day - October 8, 2017
 - Red Ribbon Week – October 23rd – 31st

B. PRESENTATION

4. Presentation of Rate Study
 - Louis Davis, UTEC
 - Jay Foster, UTEC

C. NEW BUSINESS

5. Presentation of Comprehensive Plan update
 - Elizabeth Teague, Development Services Director

D. COMMUNICATIONS FROM STAFF

6. Manager's Report –Town Manager Rob Hites
7. Attorney's Report – Town Attorney Bill Cannon

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

October 10, 2017

- 2 -

E. COMMUNICATIONS FROM THE MAYOR AND BOARD

F. CALL ON THE AUDIENCE

G. ADJOURN



TOWN OF WAYNESVILLE

PO Box 100
16 South Main Street
Waynesville, NC 28786
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www.waynesvillenc.gov

CALENDAR October 10, 2017

2017	
Tues, October 10 8:00 AM – 12:00 Noon Waynesville Recreation Center	Flu Shot Clinic Open to all Employees and families covered by BCBSNC
Tues, Oct 10 6:30 PM Town Hall Board Room	Board of Aldermen Meeting – Regular Session
Sat, Oct 14 10:00 AM to 5:00 PM Downtown	Church Street Art and Craft Show – sponsored by the Downtown Waynesville Association – Street Closure of Main Street from Pigeon Street to Walnut Street
Fri, October 20 5:00 PM to 8:00 PM First United Methodist Church	9 th Annual Arktoberfest Supporting individuals with disabilities and their families
Sat, Oct 21 10:00 AM to 5:00 PM Downtown	29 th Annual Apple Harvest Festival – sponsored by the Haywood Chamber of Commerce – Street Closure of Main Street from Pigeon Street to Walnut Street
Mon, Oct 23 5:30 PM Wells Events Center	Haywood County Council of Governments (COG) Meeting Town of Waynesville Hosting
Tues, Oct 24 6:30 PM Town Hall Board Room	Board of Aldermen Meeting – Regular Session
Tues, Oct 31 5:00 PM to 7:00 PM Main Street	Treats on the Street – sponsored by the Downtown Waynesville Association – street closure of Main Street from Pigeon Street to Depot Street
Fri, Nov 3 5:00 PM to 9:00 PM Main Street	Art After Dark – sponsored by the Downtown Waynesville Association
Fri, Nov 10	Veteran's Day Town Offices Closed
Tues, Nov 14 6:30 PM Town Hall Board Room	Board of Aldermen Meeting – Regular Session
Thur & Fri, Nov 23-24	Thanksgiving Town Offices Closed
Fri, Dec 1 5:00 PM – 9:00 PM Main Street	Art After Dark – sponsored by the Downtown Waynesville Association

Fri, Dec 1 to Sun, Dec 31	All Through the Town – a month-long holiday celebration sponsored by the Downtown Waynesville Association
Mon Dec 4 6:00 PM Main Street	Waynesville Christmas Parade – sponsored by the Downtown Waynesville Association – street closure of Main Street from Walnut Street to Legion Drive
Sat, Dec 9 6:00 PM to 9:00 PM Main Street	A Night Before Christmas – sponsored by the Downtown Waynesville Association – street closure of Main Street from Pigeon to Depot Street
Tues, Dec 12 6:30 PM Town Hall Board Room	Board of Aldermen Meeting – Regular Session
Wed, Dec 13 to Sun, Dec 24 Downtown	Twelve Days of Christmas – Magical Moments and Memories Made Here – sponsored by the Downtown Waynesville Association
Mon – Wed, Dec 25-27	Christmas Town Offices Closed

Board and Commission Meetings –October 2017

ABC Board	ABC Office – 52 Dayco Drive	Oct 17 3 rd Tuesdays 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	Oct 3 1 st Tuesdays 5:30 PM
Downtown Waynesville Association	UCB Board Room – 165 North Main	Oct 26 4 th Thursdays 12 Noon
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	Oct 4 1 st Wednesdays 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	Oct 16 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	Oct 12 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	Oct 10 3 rd Wednesdays 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	Oct 18 3 rd Wednesdays 3:30 PM

BOARD/STAFF SCHEDULE

Mon-Fri., October 23-27	Administrative Assistant	IIMC Clerks Certification Course – week 4 Chapel Hill, NC
Thur. Jan 18 – Fri, Jan 26, 2018	Assistant Town Manager	Vacation



9th **ANNUAL** ARCTOBERFEST
Fall Festival – Food, Music, Games & Photo Booth
Friday October 20, 2017
First United Methodist Church, Waynesville 5-8 PM
Supporting Individuals with Disabilities & Their Families



**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR SESSION MEETING
September 26, 2017**

THE WAYNESVILLE BOARD OF ALDERMEN held its regular meeting on Tuesday September 26, 2017, at 6:30 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 6:22 p.m. with the following members present:

Mayor Gavin Brown
Mayor Pro Tem Gary Caldwell
Alderman Julia Freeman
Alderman Jon Feichter
Alderman LeRoy Roberson

The following staff members were present:

Rob Hites, Town Manager
Bill Cannon, Town Attorney
Amie Owens, Assistant Town Manager
Eddie Ward, Town Clerk
Eddie Caldwell, Finance Director
Elizabeth Teague, Development Services Director
David Foster, Public Services Director
David Kelley, Code Enforcement Officer
Rhett Langston, Parks and Recreation Director

The following media representatives were present:

Becky Johnson – The Mountaineer
Cory Vaillancourt – Smoky Mountain News

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone and reminded everyone of the following events on the calendar:

Thursday September 28 – Downtown Waynesville Association – Board of Directors Annual Meeting- 5:30-172 North Main Street

Friday October 6 - Board Retreat – Wells Event Center- starting at 8:30

Friday October 6 – Kiwanis Club Barbeque-11:00 a.m. – 6:00p.m.

Saturday October 14 – Church Street Art and Craft Show 10:00 a.m. – 5:00 p.m. – Main Street

Saturday October 21 – 29th Annual Apple Harvest Festival – 10:00a.m. – 5:00 p.m. – Main Street

2. Adoption of Minutes

Alderman Gary Caldwell made a motion, seconded by Alderman LeRoy Roberson, to approve the minutes of the September 12, 2017 regular meeting, as presented. The motion passed unanimously.

3. Reading of Proclamation Promoting NC Public Power Week October 1st – October 7th 2017

Mayor Gavin Brown read a Proclamation declaring October 1st – October 7th 2017 as NC Public Power Week. He commended Public Services Director David Foster, and the electric department for the good work they do.

B. PRESENTATION

4. University Participant Program (UP) – Kelly Kelley, PhD Western Carolina University

Dr. Kelly Kelley, co-director of the program, gave an informative presentation on the Western Carolina University Participant (UP) Program. This program was started in 2007 as a pilot program to address a need for inclusive services for individuals with intellectual disabilities beyond high school. This program provides an inclusive two year on-campus living and learning experience for college aged persons. The goal of the program is to facilitate transition of students from secondary school to adult life with education, employment, and independent living. Students receive a Certificate of Accomplishment from the WCU Division of Educational Outreach by completing 1800 total ours and achieving 80% of their personalized goals.

Dr. Kelley introduced Shawn Waitt, a student in the UP program, and Lexa Wall, a Social Work Intern at Western Carolina University. Mr. Waitt told the Board about his experiences while in the UP program and about the opportunities the program has provided for him. Ms. Wall explained to the Board that she was actually the one who was getting the education from being associated the program. She said it has changed her life, and made her realize she would like to continue working with students with disabilities.

Dr. Kelley told the Board how the program was initially started, and the financial aspects of keeping the program active. She asked the Board to consider becoming a supporter of the program and consider contributing monetarily to the program.

Mayor Brown suggested that this request be discussed at the upcoming Fall Retreat on October 6, 2017.

C. PUBLIC HEARING

5. PUBLIC Hearing to consider a Petition for Annexation of a Non-Contiguous Satellite Area at 1698 Russ Avenue, PIN 8616-36-7164

Mayor Brown asked Elizabeth Teague, Director of Development Services, to give a staff report about this request.

Ms. Teague said this petition is being requested by Mountain Credit Union, represented by Mr. Chuck Reece, for the purpose of connecting to the Town's sewer system in accordance

with Town Policy. The property is located at 1698 Russ Avenue and is located within the Town's Extra-Territorial Jurisdiction and is approximately 570 feet from the Town's contiguous boundary and 340 feet from the closest non contiguous annexed area. The property is zoned "Dellwood Medium Density District Mixed-Use Overlay" which means that banks, credit unions, financial services, and ATM's are permitted on this property.

**Chuck Reece
Mountain Credit Union**

Mr. Reece explained to the Board that Mountain Credit Union currently had a branch, and administrative office, and an IT office in three separate buildings on North Main Street and Maple Street. He said Mountain Credit Union's main headquarters is located in Waynesville and they currently have branches as far west as Murphy, North Carolina. Mountain Credit Union plans to build a branch and administration building on Russ Avenue to consolidate these buildings. He said the property was over 6 acres, which is more than a branch bank operation would require. Mr. Reece told the Board that at sometime in the future there could be commercial development on the property that would work well with the Credit Union.

Town Attorney Bill Cannon opened the Public Hearing at 7:05 p.m. and asked if anyone would like to speak.

No one had any comments.

Town Attorney Cannon closed the Public Hearing at 7:06 p.m.

Mayor Brown said he felt that having a financial institution in that area of the Town would encourage development along that corridor. He asked Ms. Teague about an analysis of satellite annexation, and if the recent annexations would exceed ten percent of the main municipal boundaries of the Town. Ms. Teague said she would look into doing an analysis.

A motion was made by Alderman LeRoy Roberson, seconded by Alderman Gary Caldwell, to approve the Petition for Annexation of a non-contiguous satellite area at 1698 Russ Avenue PIN 8616-36-7164. The motion passed unanimously.

D. NEW BUSINESS

6. Amendment 3 Budget Ordinance – Historic Preservation Historical Coloring Book

Finance Director Eddie Caldwell told the Board that the Historic Preservation Commission had accumulated \$5,474.00 from sales and donations since 2010. The Commission is now requesting that \$2,000.00 of these funds be budgeted for the design and printing of an historical coloring book. A local artist, Kris Sullivan, will be designing the pictures in the book with a budgeted cost of \$1,200.00 and the cost of printing the books will be \$800.00. These coloring books will be distributed in the Haywood County School System to 4th graders, and they will also be placed in Bed & Breakfasts and other places for tourists to see.

Alderman Julia Freeman made a motion, seconded by Alderman Jon Feichter, to approve the amendment number 3 to the 2017-2018 Budget Ordinance for the purpose of Historical Coloring Books for the Historic Preservation Commission. The motion passed unanimously.

7. Boards and Commission Appointments

The Board received two applications (Kim Gardner and Jeff Childers) for a vacated position on the Recreation Advisory Board that will expire June 30, 2018 and one application (Dominick DePaolo) for a vacated position on the Public Art Commission that will expire June 30, 2019.

Alderman LeRoy Roberson made a motion, seconded by Alderman Julia Freeman, to appoint Kim Gardner to the Recreation Advisory Board for a term that will expire June 30, 2018, and Dominick DePaolo to the Public Art Commission for a term that will expire June 30, 2019. The motion passed unanimously.

8. Purchase Christmas Decorations for Hazelwood

Manager Hites stated that several Board Members had mentioned that the Town should decorate its new parking area and street lights for the holidays so that this area of the Town can be as festive as the rest of the Town. He has contacted Mosca Design, the company that the Town has used before is purchasing decorations. The quote received from the company is as follows:

Six 3' lighted wreaths	Hazelwood Street	\$1632.00
Six 12' lighted garlands	Hazelwood Street	\$1063.00
Twelve 4' snowflakes	Parking Lot	\$4825.00
NC Sales Tax		\$ 526.00
Shipping		\$ 350.00
Total		\$8396.00

There was discussion among the Board about the whether there should be six or twelve snowflakes for the new parking lot. He reminded the Board that decorations are not cheap, and these decorations will handle winter weather for several years. Manager Hites said with the completion of the new bathrooms, the Public Art Plott Hound statue and Holiday decorations, this would add to the community spirit.

The Board asked Public Works Director, David Foster, to have his department leave the Holiday decorations up until February 28, 2018.

A motion was made by Alderman Gary Caldwell, seconded by Alderman Jon Feichter, to approve purchase of Holiday decorations for Hazelwood in the amount of \$8,500.00. The motion passed unanimously.

9. McGill System Development Fee Study

Manager Hites said that in 2016, the NC Supreme Court said that system development fees, or capacity use fees, based on future costs of a municipality or count's water and waste water systems were unconstitutional. At that time, the Town Attorney recommended that the Town cease charging these fees. The Supreme Court also ruled that vendors could go back ten years in requesting recovery of these fees. Manager Hites said the legal issue for Waynesville is that the Town never developed and adopted a formal policy stating the basis for its system development fees. In 2017 the Board adopted a policy with the intent of re-establishing the Town's existing system development fee program after the budget was adopted.

Manager Hites explained to the Board that in July, the General Assembly adopted HB 436. This Bill establishes a set of standards that local governments must use a qualified professional to set system development fees, and this must be done before July 1, 2018. Two quotes have been obtained, and McGill and Associates of Asheville quoted \$8500.00, and he recommends approving this quote for this service.

A motion was made by Alderman LeRoy Roberson, seconded by Alderman Jon Feichter to approve the quote of McGill and Associates to conduct a system development fee study and develop a set of fees for the Town. The motion passed unanimously.

Alderman Feichter asked for a status update on the reservoir study that was being done by the same company. Public Services Director David Foster explained to the Board that the study was complete but the Town has asked for interpretation on some of the items in the report. Once received, they will come before the Board and give a presentation.

E. COMMUNICATIONS FROM STAFF

10. Manager's Report – Town Manager Rob Hites

Manager Hites said that the Inclusive Playground at the Recreation was at the point where Recreation and Parks Director Rhett Langston would like to get approval for the site plan from the Board and move ahead with Phase 2 of the project.

Mr. Langston said that the Playground Committee and the Recreation Advisory Board had approved the site plan for Phase 1 of the playground. He explained to the Board that in this phase would be near the soft ball field and the next phase, the dug out would be removed.

A motion was made by Alderman Gary Caldwell, seconded by Alderman LeRoy Roberson to approve phase 1 of the Inclusive playground project. The motion passed unanimously.

11. Attorney's Report

Town Attorney Bill Cannon gave each member of the Board a copy of "Service Animals in Government Buildings" for review.

F. COMMUNICATIONS FROM THE MAYOR AND BOARD

Alderman Jon Feichter brought before the Board some considerations the he felt was important pertaining to changing Section 6.6 of the Town of Waynesville Code of Ordinances. He said he had four points to consider.

1. Adding animals to an already overcrowded area.
2. Accommodating individuals who have perfectly legitimate reasons for not wanting to visit a festival that includes animals, such as fear of dogs, difficulties of people with impaired movement having to navigate leashes and animals.
3. Accommodating individuals who travel with their animals and having to make the choice of not visiting the festival or leaving their animals in the automobiles. – Will this cause these folks to feel unwelcome in our Town?
4. Difficulty in enforcement of the ordinance.

Alderman Feichter suggested that with the two biggest festivals of the year coming up, that as a test, allow dogs – with the provision that the dogs must always be on a leash, and in control by their owners - at these two festivals, and collect some data.

Mayor Brown and the Board were in agreement that gathering feedback from the upcoming events would be helpful in the decision concerning animals at special events.

The Board issued a 90-day moratorium on the enforcement of Section 6.6 pertaining to Animals at festivals, street fairs and parades. The Mayor asked Manager Hites to communicate this information to the Police department and volunteers.

G. CALL ON THE AUDIENCE

No one addressed the board.

H. ADJOURN

With no further business, Alderman Gary Caldwell made a motion, seconded by Alderman LeRoy Roberson, to adjourn the meeting at 7:49 p.m. The motion passed unanimously.

ATTEST

Gavin Brown, Mayor

Eddie Ward, Town Clerk

Rob Hites, Town Manager

National Red Ribbon Week Proclamation

Whereas, communities across America have been plagued by the numerous problems associated with illicit drugs and those that traffic in them; and

Whereas, there is hope in winning the war on drugs, and that hope lies in education and drug demand reduction, coupled with the hard work and determination of organizations such as the General Nathaniel Greene Young Marines to foster a healthy, drug-free lifestyle; and

Whereas, governments and community leaders know that citizen support is one of the most effective tools in the effort to reduce the use of illicit drugs in our communities; and

Whereas; the red ribbon has been chosen as a symbol commemorating the work of Enrique "Kiki" Camarena, a Drug Enforcement Administration Special Agent who was murdered in the line of duty, and represents the belief that one person can make a difference; and

Whereas; the Red Ribbon Campaign was established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts; and

Whereas; October 23-31 has been designated National Red Ribbon Week, which encourages Americans to wear a red ribbon to show their support for a drug-free environment;

Now, therefore, **Gavin A. Brown, Mayor of the Town of Waynesville** do hereby proclaim October 23-31 as

"Red Ribbon Week"

In the Town of Waynesville, and urge all citizens to join me in this special observance.

Town of Waynesville

Gavin A Brown, Mayor

Proclamation National Fallen Fire Fighters Memorial Day

Whereas, the United States Congress and the President of the United States have designated the day of the annual National Fallen Firefighters Memorial Service as a day to honor firefighters and emergency services personnel who have sacrificed their lives to save others by lowering the American flag on all federal buildings to half-staff; and Whereas, an average of 80 firefighters courageously make the ultimate sacrifice in the line of duty each year; and

Whereas, firefighters and emergency services personnel play an essential role in the protection of lives and property in our local community; and

Whereas, the National Fallen Firefighters Memorial Service marks the beginning of the annual Fire Prevention Week observance; and

Whereas, it is of major importance that we increase our efforts to reduce deaths, injuries, and property losses from fire;

Therefore, I Gavin Brown of the Town of Waynesville, now call upon all citizens of the Town of Waynesville and upon all patriotic, civic, and educational organizations to observe the day of October 8, 2017, in recognition of the patriotic service and dedicated efforts of our fire and emergency services personnel by lowering American flags on all buildings to half-staff.

I respectfully encourage these same organizations as well as the citizens of the Town of Waynesville to remember all fire and emergency personnel who have made the ultimate sacrifice in service to their community and to pay respect to the survivors of our fallen heroes by participating in Bells Across America for Fallen Firefighters. Toll a bell, pause for a moment of silence, or read a special passage to honor the sacrifices of these public servants and their families during your group's gathering or meeting.

I encourage appropriate services and ceremonies in which all of our citizens may participate to honor fire and emergency services personnel, past and present, who, by their faithful and loyal devotion to duties, have rendered invaluable service to our community and its citizens.

In witness thereof, I have hereto set my hand and caused the Seal of the Town of Waynesville to be affixed.

Town of Waynesville

Gavin A Brown, Mayor

Waynesville, NC



COST OF SERVICE AND RATE STUDY



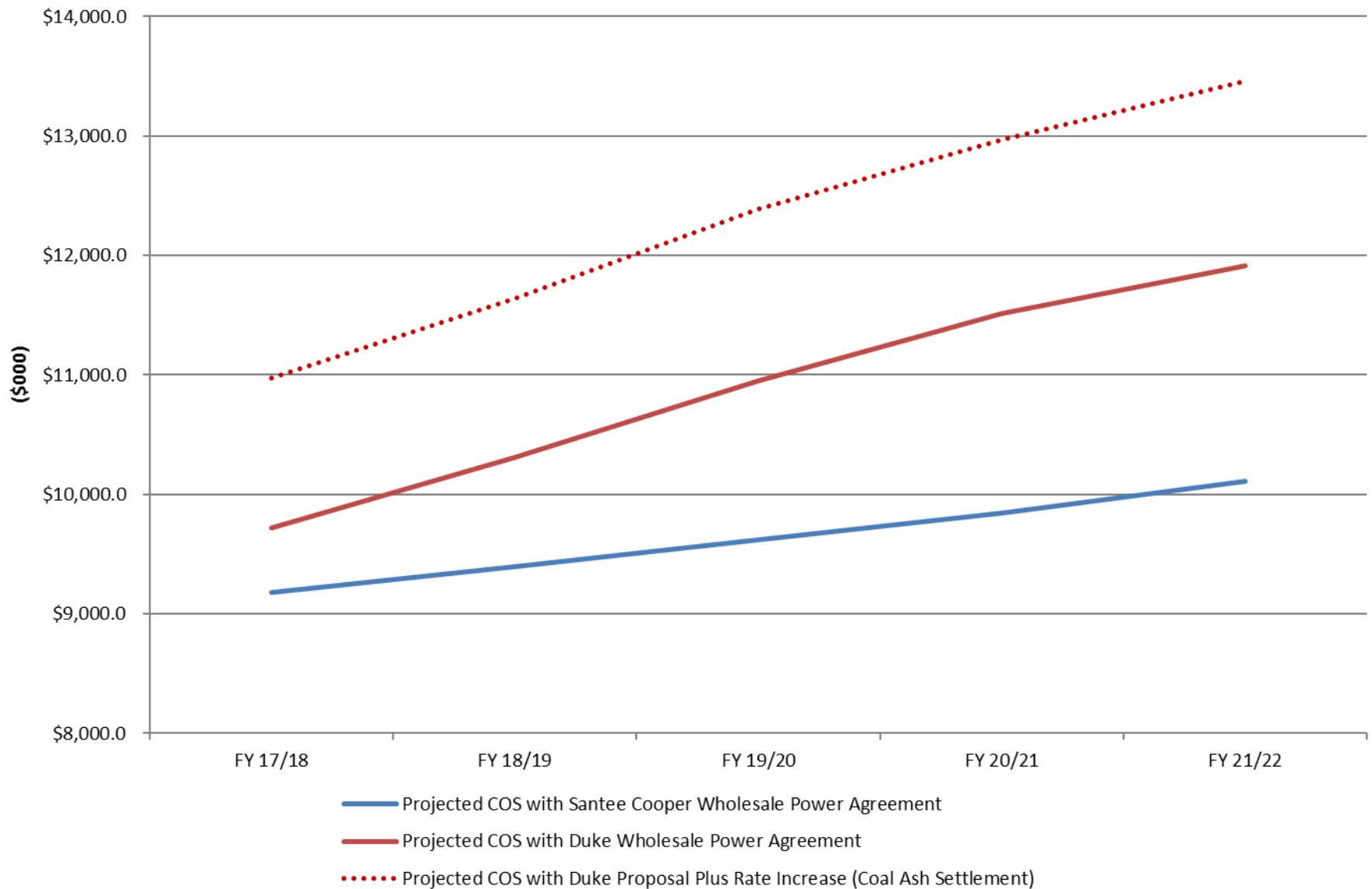
UTILITY TECHNOLOGY
ENGINEERS-CONSULTANTS

October 2017

RFP Results for 10 Year Term

Supplier	10 Year Totals
Duke Energy	\$70.2 M
Duke Energy with Coal Ash Settlement	\$79.3 M
Southern Power Company	\$55.5 M
Santee Cooper	\$54.1 M

Projected Savings Under Santee Cooper Wholesale Power Agreement versus Duke Energy Proposal



KEY ANALYSIS STEPS

- * Collected and Reviewed Data
- * Prepared Asset Spreadsheet and Allocated Costs between Electric, Water and Sewer Departments
- * Prepared Budget Spreadsheet with Projections for Wholesale Power Costs
- * Allocated Assets and Budgets to Rate Classes
- * Set Proposed Electric Rates

Electric Utility Costs

	Amount \$
Annual Asset Capital Recovery	\$793,224
Annual Budget Costs	\$3,219,980
17/18 Wholesale Power Costs	\$5,164,355
Total Electric Costs	\$9,177,559

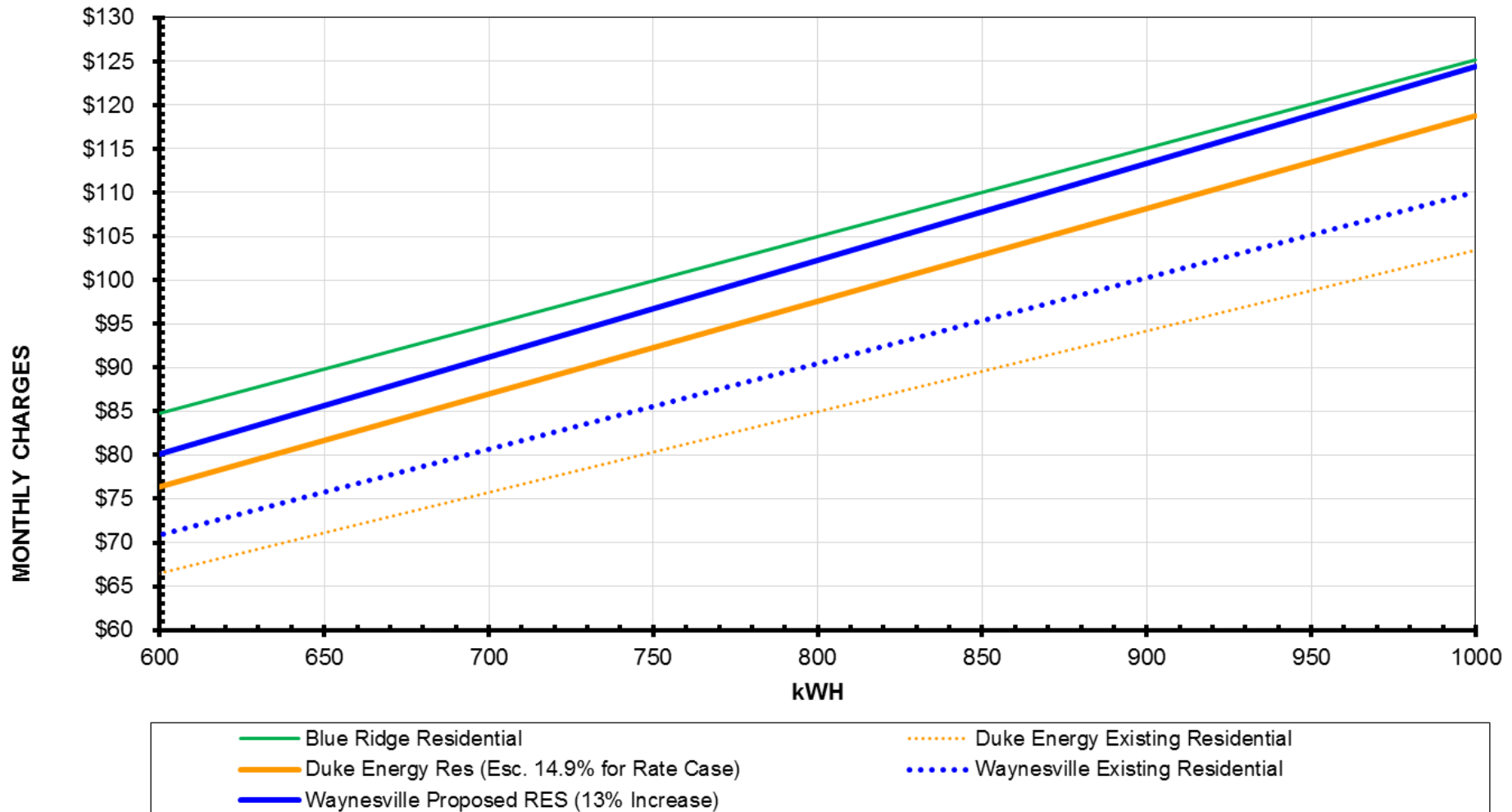
- Example of Depreciation versus Capital Recovery

- * Asset Cost \$100,000
- * 10-year Economic Life
- * Straight Line Depreciation - \$10,000/yr
- * End of 10-year recouped \$100,000
- * At 2% Annual Inflation, asset cost \$121,900 to replace
- * Annual Capital Recovery @ 4% Cost of Money = \$12,330/yr
- * End of 10-year received \$123,291

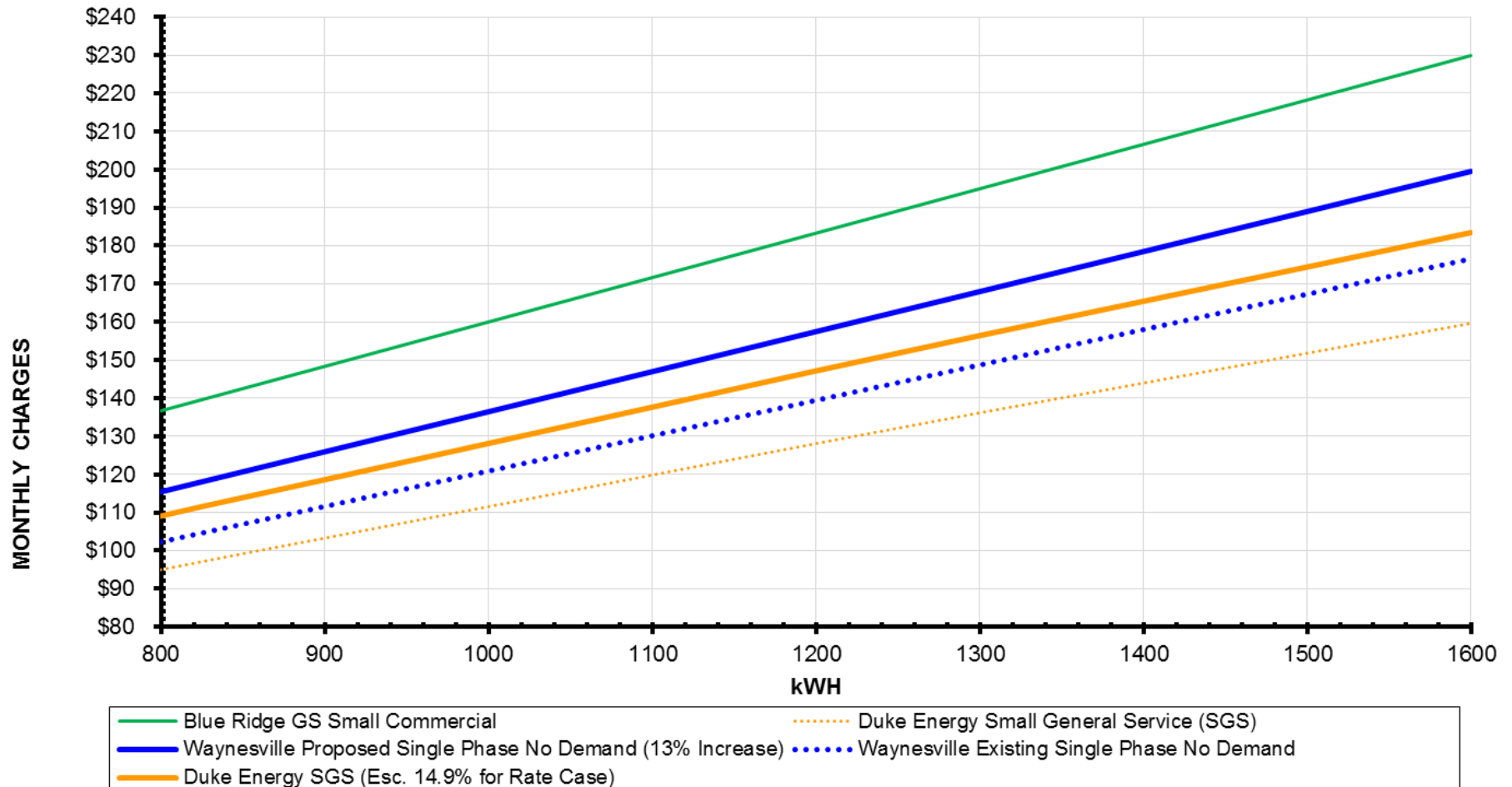
PROPOSED RATES

- * Proposing 13% rate increase for all rate classes
- * Recommending two separate 6.5% rate increases with first rate increase in November 2017 and 2nd rate increase in June 2018
- * Will provide necessary revenues through Fiscal Year 19/20 with time to track trajectory of wholesale power costs to see if future rate increases are required
- * ***Note: Duke Energy Progress filed for 14.9% rate increase in June 2017***

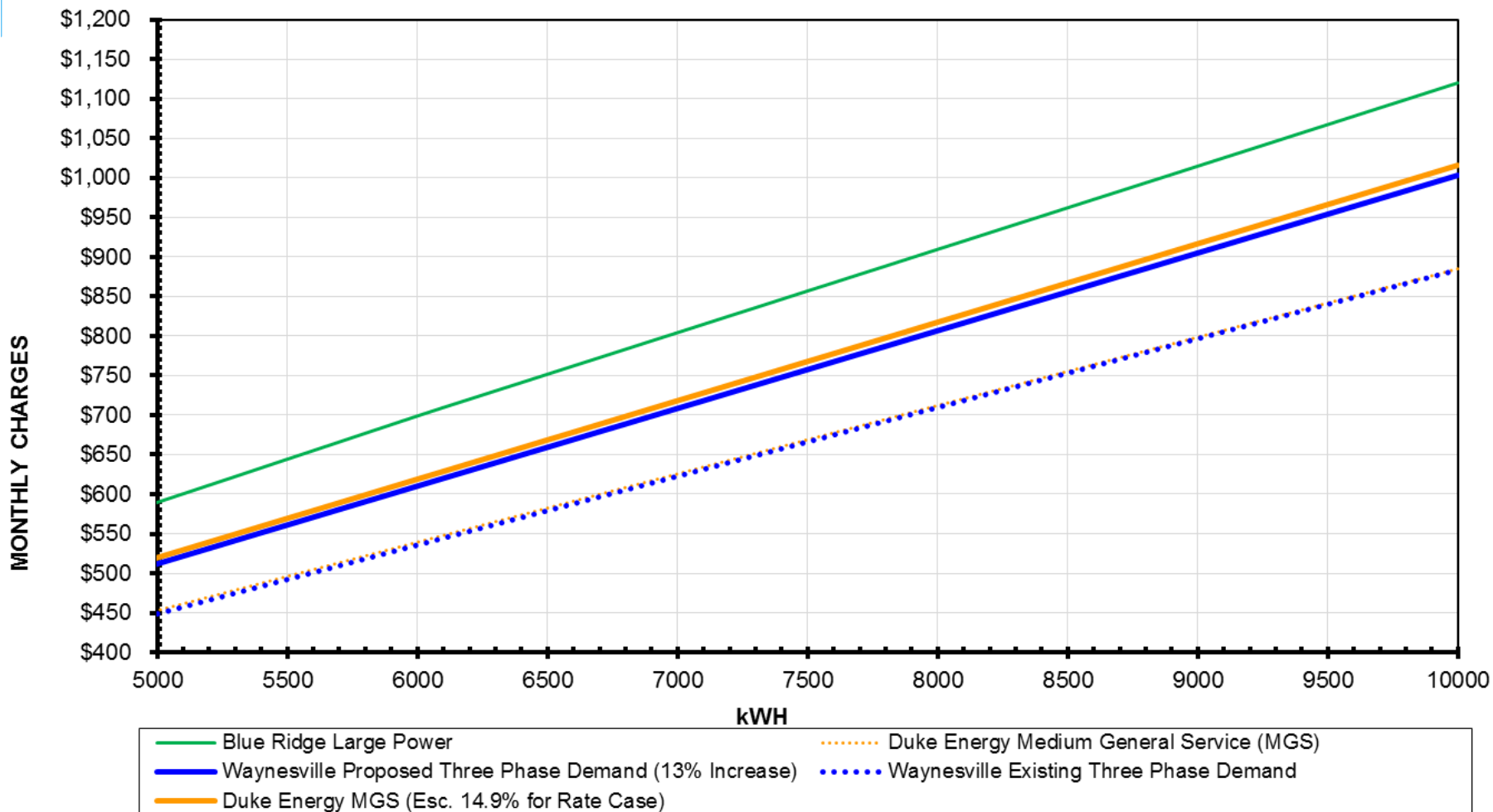
RESIDENTIAL RATE COMPARISON



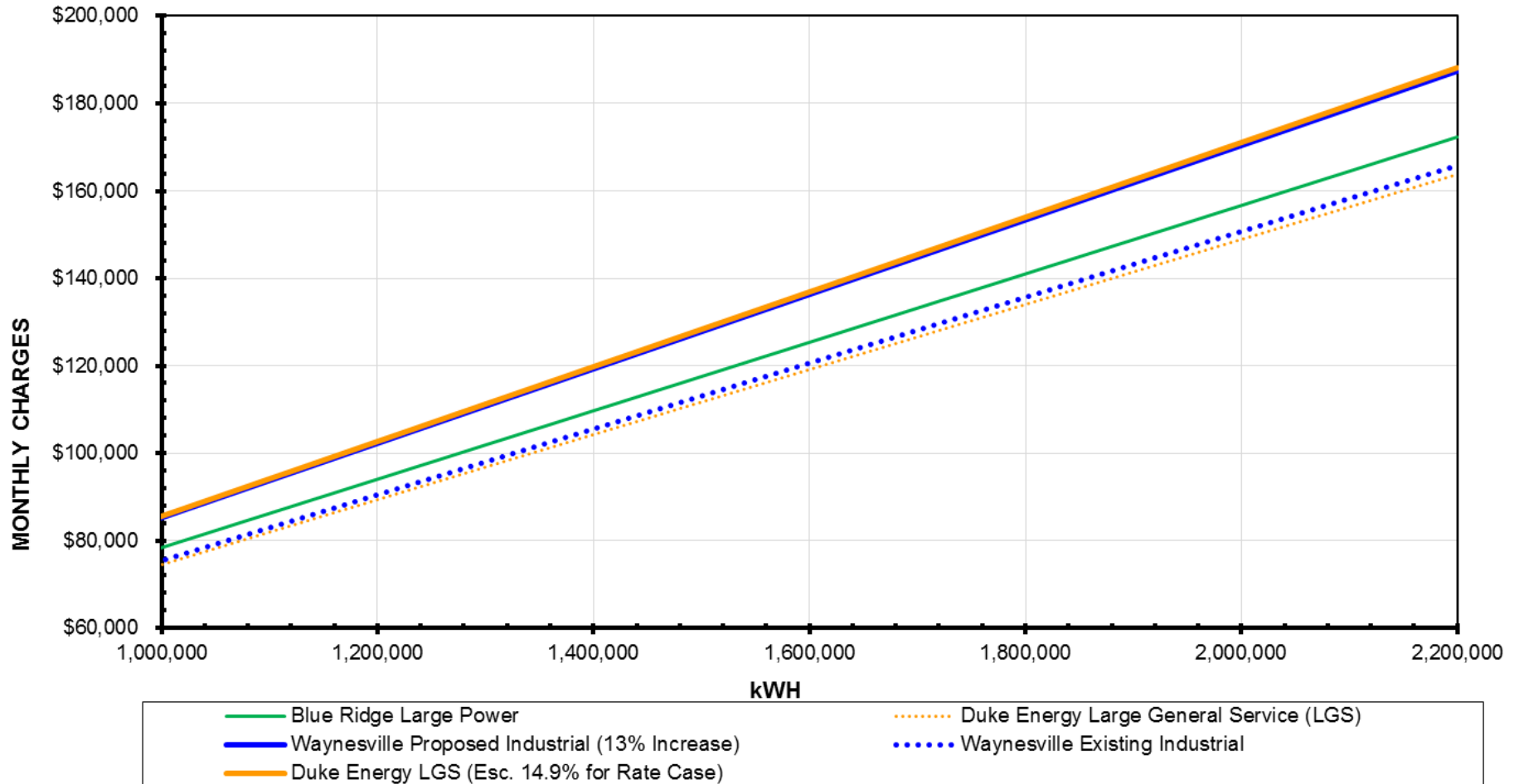
SMALL COMMERCIAL RATE COMPARISON



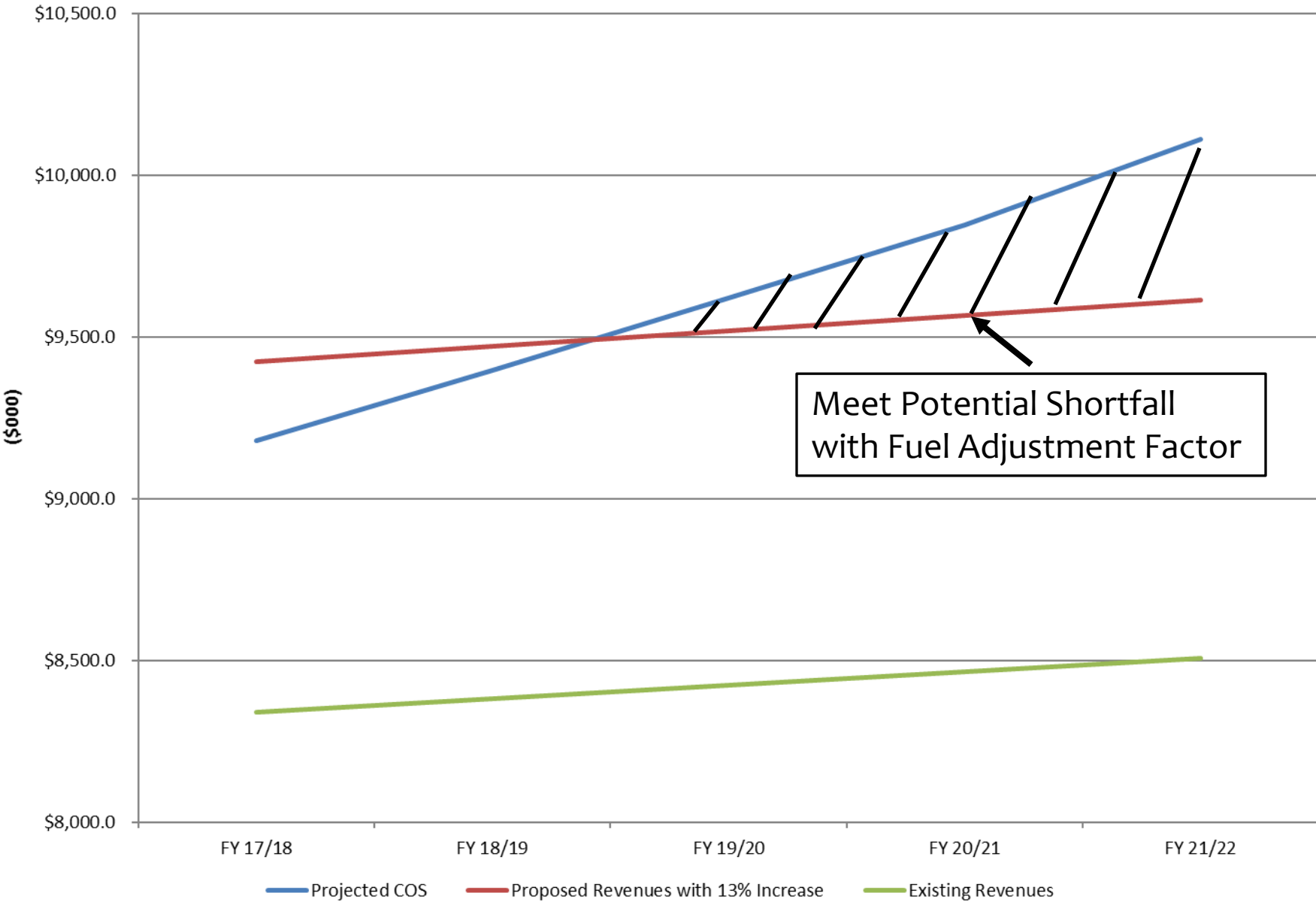
LARGE COMMERCIAL RATE COMPARISON



PROPOSED INDUSTRIAL RATES



Projected Revenues and Cost of Service



THANK YOU FOR THE
OPPORTUNITY TO SERVE
WAYNESVILLE



UTILITY TECHNOLOGY
ENGINEERS-CONSULTANTS

Appendix



**UTILITY TECHNOLOGY
ENGINEERS-CONSULTANTS**

RESIDENTIAL RATES

	Basic Facilities (\$/month)	Energy Charge (\$/kWh)
Existing Rate	\$12.09/month	All kWh = \$0.081704 Energy Adjustment = \$0.016264
Proposed Rate (After 1 st 6.5% Increase)	\$13.66/month	All kWh = \$0.1035
Proposed Rate (After 2 nd 6.5% Increase)	\$13.66/month	All kWh = \$0.1107

SMALL COMMERCIAL RATES

	Basic Facilities (\$/month)	Energy Charge (\$/kWh)
Existing Rate	\$12.09/mo (Single Phase) \$18.63/mo (Three Phase)	Energy 1 to 700 kWh = \$0.099299 Energy 701 to 4,000 kWh = \$0.076529 All 4,000 kWh = \$0.072389 Energy Adjustment = \$0.016264
Proposed Rate (After 1 st 6.5% Increase)	\$13.66/mo (Single Phase) \$21.05/mo (Three Phase)	Energy 1 to 700 kWh = \$0.1235 Energy 701 to 4,000 kWh = \$0.097 All 4,000 kWh = \$0.093
Proposed Rate (After 2 nd 6.5% Increase)	\$13.66/mo (Single Phase) \$21.05/mo (Three Phase)	Energy 1 to 700 kWh = \$0.1305 Energy 701 to 4,000 kWh = \$0.105 All 4,000 kWh = \$0.10

LARGE COMMERCIAL RATES

	Basic Facilities (\$/month)	Demand Charge (\$/kW-month)	Energy Charge (\$/kWh)
Existing Rate	\$12.09/mo (Single Phase) \$13.87/mo (Three Phase)	All Demand = \$6.20	All Energy = \$0.051689 Energy adjustment = \$0.016264
Proposed Rate (After 1 st 6.5% Increase)	\$13.66/mo (Single Phase) \$21.05/mo (Three Phase)	All Demand = \$7.00	All Energy = \$0.07075
Proposed Rate (After 2 nd 6.5% Increase)	\$13.66/mo (Single Phase) \$21.05/mo (Three Phase)	All Demand = \$7.00	All Energy = \$0.0768

INDUSTRIAL RATES

	Basic Facilities (\$/month)	Demand Charge (\$/kW-month)	Energy Charge (\$/kWh)
Existing Rate	\$13.87/mo	All Demand = \$13.24	All Energy = \$0.033676 Energy adjustment = \$0.016264
Proposed Rate (After 1 st 6.5% Increase)	\$21.05/mo	All Demand = \$14.96	All Energy = \$0.0515
Proposed Rate (After 2 nd 6.5% Increase)	\$21.05/mo	All Demand = \$14.96	All Energy = \$0.0565

Electrical Revenue Requirements

Allocation Categories	Annual \$
Demand – All Customers	\$952,936
Commercial Single Phase No Demand	\$91,399
Commercial Three Phase No Demand	\$9,233
Commercial Single Phase Demand	\$48,291
Commercial Three Phase Demand	\$159,754
Industrial Three Phase Demand	\$104,272
Residential	\$278,292
Residential Solar	\$74
Outdoor Lighting	\$120,096
Energy	\$671,436
All Customers	\$1,577,423
Total	\$4,013,204
Annual Wholesale Power Cost	
Demand Cost	\$1,602,810
Energy Cost	\$3,491,443
Fixed Cost	\$70,102
Total Wholesale Power Cost	\$5,164,355
Total Revenue Requirements	\$9,177,559

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: October 10, 2017

SUBJECT: Presentation on the Proposed update process for the Comprehensive Plan.

AGENDA INFORMATION:

Agenda Location:	New Business
Item Number:	Item 5
Department:	Development Services
Contact:	Elizabeth Teague
Presenter:	Elizabeth Teague

BRIEF SUMMARY: This presentation reports to the Board the approach staff would like to take to begin the Comprehensive Plan update. Staff would like any feedback and guidance the Board may have in regards to the process and sending out the RFP.

MOTION FOR CONSIDERATION: N/A

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

1. Powerpoint Presentation

MANAGER'S COMMENTS AND RECOMMENDATIONS:

No formal action required – for discussion only

The Town of Waynesville's Comprehensive Land Use Plan Update



- Context
- Process
- Timeframe

Context – Authority from NCGS

NCGS 160A-383:

“Zoning regulations shall be made in accordance with a comprehensive plan... to promote the public health, safety, and general welfare.

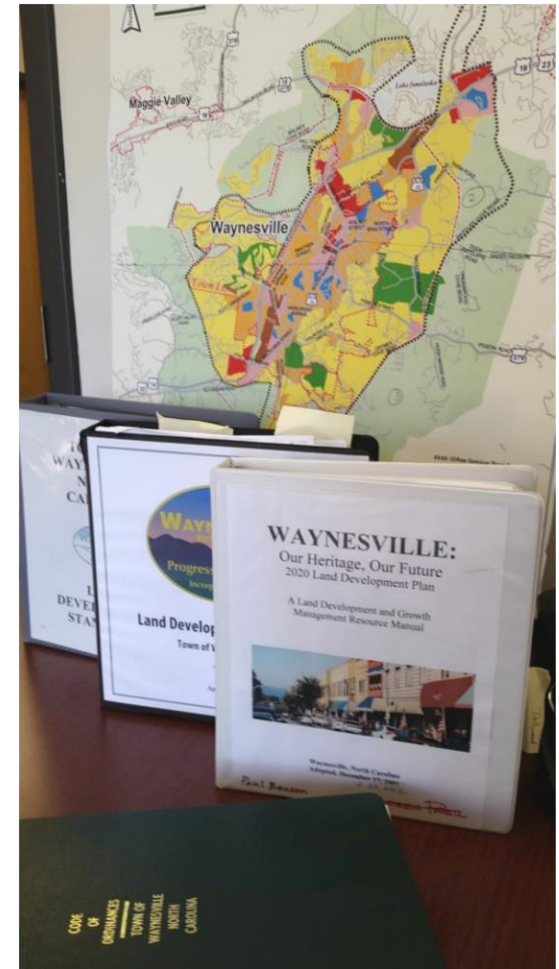
To that end, the regulations may address, among other things... to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to lessen congestion in the streets; to secure safety from fire, panic, and dangers; and to facilitate the efficient and adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.

The regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses, and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout such city.”

Context – Successful Existing Plan

“Waynesville: Our Heritage Our Future,” 2020 Development Plan

- Started in 1999.
- Involved staff, Planning Board, Aldermen, the Land Development Plan Steering Committee, and Benchmark Consulting.
- Completed December 2001, adopted April, 2002.
- Applies a “Smart Growth” Framework for Guiding Development.
- Basis for April, 2003 Land Development Standards, multiple amendments from 2004-2010, comprehensive update of April 12, 2011, and all amendments since.



Context – Smart Growth Framework

Smart growth encourages mixed building types and uses, diverse housing and transportation options, development within existing neighborhoods, and community engagement. The 10 principles below are the foundation of a smart growth approach used in the 2020 Plan. (SmartGrowthAmerica.org; and USEPA.gov/smartgrowth)

1. Mix land uses

2. Take advantage of compact design

3. Create a range of housing opportunities and choices

4. Create walkable neighborhoods

5. Foster distinctive, attractive communities with a strong sense of place

6. Preserve open space, farmland, natural beauty, and critical environmental areas

7. Direct development towards existing communities

8. Provide a variety of transportation choices

9. Make development decisions predictable, fair, and cost effective

10. Encourage community and stakeholder collaboration in development decisions

Context – Local Regulation and Policies

- **Land Development Standards.**
 - Zoning and Uses allowed by District
 - Dimensional Requirements (lot size, setback) and Density
 - Signage
 - Subdivisions
 - Historic Preservation
 - Administration (Planning Board, HPC, ZBA).
- **Annexation, Growth Boundary, Infrastructure.**
 - Extension of Water and Sewer services
- **Economic Development.**
 - Balance of Tourism and local manufacturing.
 - Emphasis on small, local businesses.
 - Preservation of industrial and manufacturing areas.
 - Business Districts – Main Street, Frog Level, Hazelwood.
 - Transportation.

Context – State of Change

- Aging population
- Decrease in youth population
- Development and redevelopment
- New businesses trends – breweries, coffee shops, online retail and services, health and wellness, tourism, home occupations...
- Traffic counts and commuter patterns.
- Physical Changes: Howell Mill, Dayco, Ingles, Publix, Proposed roadway improvements.
- Gas/Energy/Cost of Doing Business
- Others?

Context – Key Issues Identified (So Far)

From Board of Aldermen 2014 Retreat:

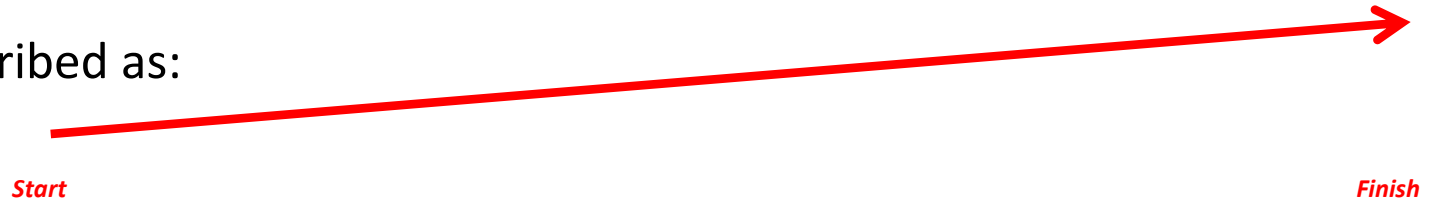
- “Infrastructure update with a vision for future development”
- “Control growth without stifling positive growth”
- “Expansion of MSD areas to Hazelwood, Frog Level, and South Main Street.”
- “Sustainable economic growth”

From Planning Board 2015-17:

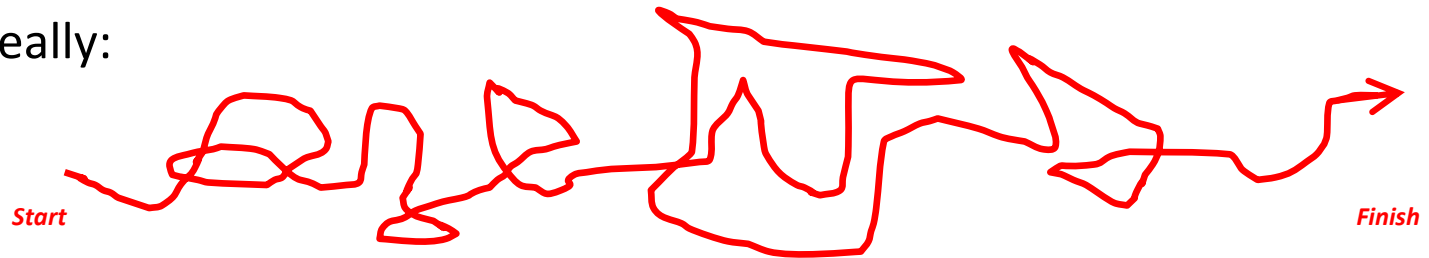
- Identify Areas for Future Growth: Commercial, Residential and Mixed
- Affordable Housing
- Transportation improvements/Corridors
- Development at neighborhood levels and sensitivity to context.
- Economic Development and support for local business.
- Build out Broadband infrastructure
- Support park programs and land conservation; consider “green infrastructure”

Process – Typical Planning Process

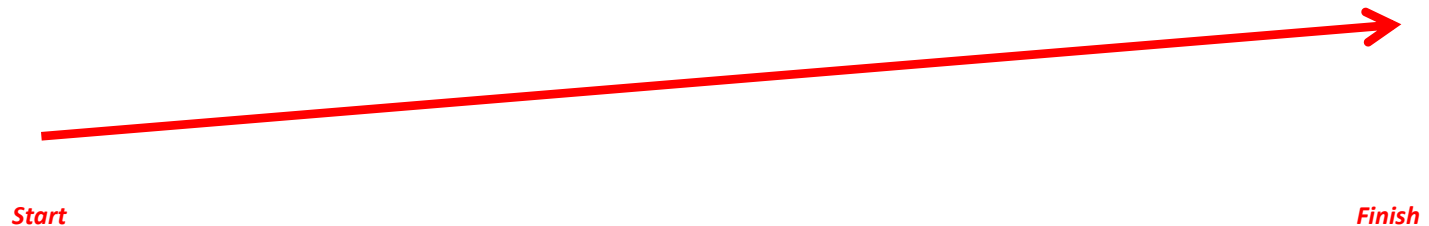
- Described as:



- But really:



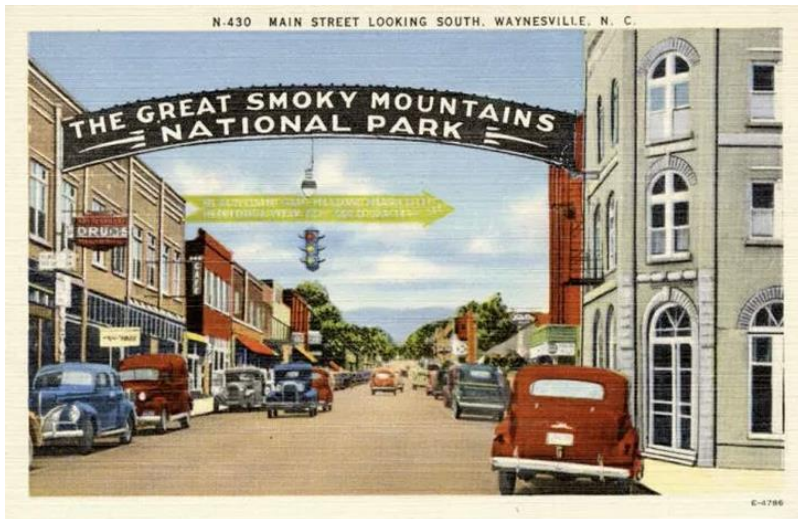
- Remembered as:



- Need to be responsive, patient, flexible while meeting goals of process.

Process - Questions

- What do we want in the future? What is our Vision?
- How does it happen?
- What and Where are future opportunities or threats?
- What are current strengths and weaknesses?
- What are priorities and time frames to get certain things done?
- Who does what and how do we pay for it?



Process - Goals

- ✓ Build from what is good and working well.
- ✓ Identify current *and* future needs.
- ✓ Meet social, environmental, and economic needs.
- ✓ Be true to Waynesville.
- ✓ Foster community.
- ✓ Engage public.
- ✓ Others?



Process - Management

- Planning Board recommends - Board of Aldermen adopts.
 - Use an Adhoc Committee of key representatives.
- Public involvement
 - Meetings, surveys, social media, Town website and FB Page.
 - Use WCU MPA Program and survey resources.
- Data and mapping (infrastructure, current conditions, projected changes, DOT, census).
 - Use consultants* to develop content, maps and format.
- Staff Administration
 - Communications, Public Relations, Transparency.
 - Minutes and record-keeping of decisions.
 - Editing and public review of Document: Drafts to Final.



Process - Funding and Approach

- Use first half of FY'17 to develop scope of work, goals, and Request for proposals, and select a consultant.
- Stretch out funding over 6-8 fiscal quarters.
 - Begin winter of FY'17 with data collection and land use planning
 - Carry over to FY'18 with goals and objectives, action plan and document finalization.
- Utilize a paid consultant/firm to*:
 - develop data and maps of current and projected conditions.
 - Facilitate public involvement and input.
 - Review and recommend policies, procedures, regulations.
 - Develop document drafts for review and approval.
 - Manage process and keep on-track.
 - Have separate contract for Infrastructure Study to inform Land Use Plan.
- \$50,000 + over two years, starting with \$25,000 allocated for FY 17-18.

Year 1 Timeframe

Preliminary Comprehensive Plan Schedule: Year 1*		
ACTION	ESTIMATED DATE	COMMENT
RFP and Scope of Work Developed and Approved	August – October, 2017	Planning Board, Town Manager and Aldermen Input Sought
RFP Issued	October-November, 2017	APA and NCLM websites, NCAPA list serve
RFP Responses Due	November, 2017	
Firm Selection	December, 2017	Interviews may be scheduled with short-listed firms if necessary prior to this date
Contract approval by Aldermen	December-January, 2017	
Project Start	January 2018	Community Survey FB/Instagram Feed Data Collection Preliminary Land Use Map Development**
Survey Analysis Completed	March - April, 2018	Report to Planning Board/ Feedback Discussion, March 19
Report to Community and Feedback Sessions/local meetings	April-May, 2018	Key Themes and Recommendations Identified
Data Collection and Preliminary Outline or Draft Completed	May, 2018	Goals and objectives drafted Land Use Plan Map preliminary Infrastructure** Next Steps/Scope of Work for Year 2/Budgeting Materials available for Public Review

*Year 2 will include Action Planning, Economic Development Strategy and finalization of Comprehensive Plan Document. The Scope of Work for Year two will be determined based the accomplishments and findings of year one.

**Town may contract separately with an Engineering Firm to develop a current and future infrastructure plan, and to update the Town's Urban Service Boundary and Utility policies. Infrastructure planning will inform the Land Use Plan Map Update.

Comments/Questions

