

Town of Waynesville, NC

Town Council Regular Meeting

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

Date: April 22nd, 2025 Time: 6:00 p.m.

The agenda and all related documentation may be accessed electronically at www.waynesvillenc.gov.
Click on "Government/Mayor & Council" to download materials for Town Council meetings.

Consider the environment ♦ Conserve resources ♦ Print only when necessary

The Town of Waynesville provides accessible facilities, programs, and services for all people, in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or accommodation for this meeting, please contact the Town Clerk at:
(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. April 8, 2025 Regular Meeting Minutes

Motion: To approve the consent agenda as presented.

E. PROCLAMATION

3. 56th Annual Professional Municipal Clerks Week

- Mayor Gary Caldwell

F. RESOLUTION

4. Resolution for "Strive Week"

- Mayor Gary Caldwell

G. OLD BUSINESS

5. Appointment to the Waynesville Housing Authority

- Councilmembers Freeman and Feichter

Motion: Motion to appoint Emilee Nidffer/Robert Burns to the Waynesville Housing Authority.

H. NEW BUSINESS

6. Public Presentation on "No Mow May" Initiative to Support Local Pollinators

- Tyler Anderson, Stormwater Management Coordinator

Motion: To approve the promotion of the "No Mow May" initiative and suspend grass-related code enforcement activities during the month of May.

7. Presentation on Stormwater Education Program with Local Elementary Schools

- Tyler Anderson, Stormwater Management Coordinator

Motion: To allow staff to proceed with the purchase and installation of educational banners along Main Street.

8. Review and Approval of 2025-26 Capital Improvement Plan

- Rob Hites, Town Manager

Motion: Approve the 2025-26 Capital Improvement Plan.

I. COMMUNICATION FROM STAFF

9. Manager's Report

- Town Manager, Rob Hites

10. Town Attorney Report

- Town Attorney, Martha Bradley

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

K. 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

2025 CALENDAR

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

2025	
Sat. May 10	Whole Bloomin Thing Festival
Tues. May 13	Town Council Meeting – Regular Session
Mon. May 26	Town Offices Closed-Memorial Day
Tues. May 27	Town Council Meeting – Regular Session
Sat. June 7	Meet Me at the Arch 6-9pm
Tues. June 10	Town Council Meeting – Regular Session
Tues. June 24	Town Council Meeting – Regular Session
Fri. June 27	Mountain Street Dance 6pm-9pm
Fri. July 4	Stars and Stripes Kids Parade Town Offices Closed
Tues. July 8	Town Council Meeting – Regular Session
Fri. July 18	Mountain Street Dance 6-9pm
Tues. July 22	Town Council Meeting – Regular Session
Fri August 8	Mountain Street Dance 6-9pm
Tues. August 12	Town Council Meeting – Regular Session
Tues, August 26	Town Council Meeting – Regular Session
Mon. September 1	Town Offices Closed-Labor Day
Tues, September 9	Town Council Meeting – Regular Session
Sat. September 13	Rec Center 5K
Tues. September 23	Town Council Meeting – Regular Session
Sat. October 11	Church Street Festival 10am-5pm
Tues. October 14	Town Council Meeting – Regular Session
Tues. October 28	Town Council Meeting – Regular Session
Tues. November 11	NO COUNCIL MEETING-Veterans Day
Tues. November 25	Town Council Meeting – Regular Session
Thurs and Fri Nov 27, 28	Town Offices Closed-Thanksgiving
Tues. December 9	Town Council Meeting – Regular Session
Wed-Fri, Dec 24, 25, 26	Town Offices Closed-Christmas

Board and Commission Meetings – April 2025

ABC Board	ABC Office – 52 Dayco Drive	April 15th 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	CANCELLED 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	Town Hall – 9 South Main Street	April 15th 3 rd Tuesday 8:30 AM
Environmental Sustainability Board	Public Services-129 Legion Drive	April 3rd 1 st Thursday 4:30pm
Historic Preservation Commission	Town Hall – 9 S. Main Street	April 2nd 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	CANCELLED 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	April 10th 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	April 14th 3 rd Monday 5:30 PM
Waynesville Housing Authority	Main Office-48 Chestnut Park Drive	April 23rd 4 th Wednesday 9:00 AM

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
April 8, 2025

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, April 8, 2025, 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 6:02 pm with the following members present:

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

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Candace Poolton, Town Clerk
Page McCurry, Human Resources Director
Police Chief David Adams
Sergeant Heath Pressley
Alex Mumby, Land Use Administrator
Olga Grooman, Assistant Director of Development Services

Members of the Media:

Paul Nielson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and reminded everyone that the next Council meeting is April 22nd.

B. PUBLIC COMMENT

No public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve the agenda as amended to add items "10. Approval of a Grant Application for the NC Clean Energy Technology Center" and "11. Appointment of an HPC Member". 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 March 21, 2025 Planning Retreat Meeting Minutes
- b. Motion to approve the March 25, 2025 Regular Scheduled Meeting Minutes

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

E. RESOLUTION

3. Resolution for Lineworker Appreciation Day
 - Mayor Gary Caldwell

Mayor Gary Caldwell read the Resolution for Lineworker Appreciation Days, April 14th and April 16th, 2025.

F. PRESENTATION

4. Recognition of Heath Pressley's promotion
 - Police Chief David Adams

Police Chief David Adams announced Heath Pressley's promotion to Sergeant and swore him in.

G. HISTORIC PRESERVATION UPDATES

5. Presentation on the projects of Waynesville's Historic Preservation Commission
 - Alex Mumby, Land Use Administrator

Land Use Administrator Alex Mumby outlined some of the things that the HPC has been working on in the last two fiscal years:

- Commission members visiting schools and handing out coloring books to fourth graders which have different historic places around Waynesville.
- Developing informational signage of historic sites and areas around Waynesville. Signs are being developed for the Historic Haywood County Courthouse, Waynesville's Main Street District, Downtown Hazelwood, and Frog Level. A sign for Sulphur Springs Park and the Sulphur Springs springhouse and former hotel are also being developed as part of the Sulphur Springs Park improvement plan with the Waynesville Parks and Recreation Department.

- The development of a new edition of the Waynesville Self-guided Tour Book of historic structures. The updated book will feature more locations, updated photos and information, and a more legible map. A letter has been sent to owners of property featured in the book, and the final proof should go to press sometime in late April or May.

6. Presentation on the Town of Waynesville's CLG Grant Application.

- Alex Mumby, Land Use Administrator

Land Use Administrator Alex Mumby reported that the North Carolina CLG Program provides resources for local government to research and promote historic preservation. He said the program includes CLG Grants which allow local governments to hire consultants to apply for assistance with National Register nominations for historic districts and buildings, and special studies, that document and promote the preservation of properties with historic and architectural significance. Mr. Mumby said that Development Services and the Historic Preservation Commission are exploring application opportunities for a National Register nomination for the Love Lane neighborhood, or to further research the Country Club area based on feedback from North Carolina Historic Preservation Office staff.

Mr. Mumby said they did a tour around town with their staff and they were most interested in doing a window restoration project for the Municipal Building. He added that they are looking into making the Belle Meade/South Main area a historic district and they will be applying to move to that area to a study list before next year.

A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to approve staff to apply for the CLG Grant. The motion passed unanimously.

7. Presentation on the Town of Waynesville's America 250 NC Grant.

- Alex Mumby, Land Use Administrator

Land Use Administrator Alex Mumby announced that to commemorate the 250th anniversary of the signing of the Declaration of Independence, the State of North Carolina created a grant fund for communities to hold events and create public art. He said the Town of Waynesville applied and was awarded a grant of \$27,000 to paint a mural of the Town's history and its namesake General "Mad" Anthony Wayne on the back of the Strand Theater facing Wall Street.

Councilmember Dickson asked what kind of legal arrangements the town has with the property owner. Mr. Mumby said they have a Letter of Support from the property owners. Councilmember Dickson suggested looking into getting an easement, like what the Public Art Commission does, so the town could maintain the mural and prevent it from being painted over. Councilmember Sutton said he'd like to be on the subcommittee for the mural.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to adopt the resolution to accept the America 250 NC Grant as presented in the attached contract. The motion passed unanimously.

8. Presentation of the Preservation Plan for Waynesville's Business Districts

- Annie McDonald, Historic Preservation Specialist

Historic Preservation Specialist and Senior Architectural Historian, Annie McDonald, presented the Preservation Plan for Waynesville’s Historic Commercial Districts, Main Street, Frog Level, and Hazelwood. She emphasized that the Plan meets Goal 4 with the Comprehensive Plan of 2035, “Protect and Promote Waynesville’s Cultural Resources”.

Ms. McDonald outlined several accomplishments of the Historic Preservation Commission, including raising almost \$50,000 in CLG funds that were used on the Municipal Architectural Survey, Historic District nominations, design guidelines, and a survey of African American Heritage Resources. She said that 14 individual properties are listed in the National Register of Historic Places, and there are three historic districts listed as well. She added that there are 16 individual properties designated by ordinance as Local Landmarks.

Ms. McDonald said that several issues face historic preservation efforts, including tourism and population growth, the demand for commercial space, and transportation. She said the Preservation Plan aims to address these issues by increasing HPC transparency, having an additional survey to educate and expand awareness of Waynesville’s history and historic places, engage new constituents and the community at-large through partnerships and programming, and have local designation of historic districts.

Councilmember Dickson encouraged the HPC to focus on Frog Level and there may be potential CDBG grant money to help restore that area.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to adopt the Preservation Plan as a planning document to guide HPC activities. The motion passed unanimously.

H. NEW BUSINESS

9. Reclassify the Asset Services Manager position to Deputy Director of Administration and change it from Grade 70 to Grade 73.
 - Page McCurry, Human Resources Director

Human Resources Director Page McCurry presented a strategic opportunity that will significantly enhance the community's commitment to sustainability and operational excellence via the addition of the Deputy Director of Administration position within the Public Works Department through the reclassification of a current Asset Services Manager position that is vacant due to a recent retirement. Ms. McCurry said as staff continue to navigate the complexities of environmental challenges and community needs, it has become increasingly clear that the town needs a dedicated leadership role to integrate sustainability into all facets of our public services. She said the Deputy Director of Administration will serve as a vital liaison to the Environmental Sustainability Board, focusing on the Triple Bottom Line approach—balancing our responsibilities to people, the planet, and profit. She said this role is designed for an independent and strategic leader who will drive sustainability initiatives and improve resource efficiency across various areas, including water and electric distribution, waste management, and fleet maintenance. By developing comprehensive standard operating procedures, ensuring regulatory compliance, and leveraging new technologies, Ms. McCurry said that this position will enhance our operational effectiveness while fostering a culture of accountability and continuous improvement. She added that the Deputy Director will establish a systematic process for monthly progress reporting, ensuring we not only track our achievements but also uphold transparency and accountability to

our community and the structured annual report will showcase our accomplishments and key performance indicators, reinforcing our commitment to sustainability and public service.

Mayor Caldwell asked for clarification in this position's role in supporting the Public Services Director's Day to day operations. Ms. McCurry said this position would be assisting with administrative tasks.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the reclassification of Asset Services Manager position to Deputy Director of Administration and change it from Grade 70 to Grade 73. The motion passed unanimously.

10. Approval of a Grant Application for the NC Clean Energy Technology Center
- Councilmember Chuck Dickson

Councilmember Dickson reported that he is requesting support from Council to apply for a grant through the NC Clean Energy Technology Center for EV Chargers to be installed in the Hazelwood Parking Lot. He said the four chargers wouldn't cost the town anything, and they'd be the fastest in NC.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to approve the application for the NC Clean Energy Technology Center grant. The motion passed unanimously

11. Appointment of a Historic Preservation Commissioner
- Councilmember Chuck Dickson

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to appoint Anna Whitmire to the Historic Preservation Commission. The motion passed unanimously.

I. COMMUNICATION FROM STAFF

12. Manager's Report
- Town Manager, Rob Hites

Town Manager Rob Hites reported that FEMA restoration staff had a site visit Monday to see what the restoration value is of the damaged town properties. He said the mitigation staff will determine how much additional funds are needed to improve the property so that it doesn't flood again. He said FEMA may not pay more than 100% of the restoration value for mitigation. Councilmember Feichter asked what the timeline was for receiving funds from FEMA. Mr. Hites said that the Grants Manager has submitted documentation.

Councilmember Dickson asked about the recent flooding on Harris Street. Ms. Grooman reported that Harris Street is in the floodway, which means the area is designed to carry flood waters. She said staff were told there was a berm that used to be near the Elks Lodge. She said that Haywood Waterways said they may be able to get grant money. She said the area where the berm was is private property and they would need approval from the Army Corps of Engineers to work on the area there.

13. Town Attorney's Report
- Martha Bradley, Town Attorney

Nothing to report.

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Caldwell reported that there is another recovery meeting in Asheville this Friday and Councilmember Dickson will attend.

Councilmember Sutton reported that the MPO is hosting a listening session tomorrow at the Canton Branch Library for Safe Streets to review plans where accidents are commonly happening. He also said he's joined the American Flood Coalition.

Councilmember Feichter invited everyone to attend a Town Wide Litter Pick Up on May 3rd, 10-11:30am.

A motion was made by Councilmember Feichter, seconded by Councilmember Sutton to set the speed limit on Long Street to 20mph. The motion passed unanimously.

Councilmember Feichter said he has visited 27 of the 41 streets on the list to be paved. He suggested that two streets, Boyd Avenue from the library to Sulphur Springs, and the entire length of Chestnut Park, appear to need paving. Mr. Hites requested that he brings his recommendations to the next meeting. Councilmember said the roads that need the most repairs are above Eagle Nest. Councilmember Sutton reminded everyone that paving priority also depends on how many people it would affect. Councilmember Dickson suggested having Ricky Bourne review the list before approving the paving and pothole schedule.

K. ADJOURN

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to adjourn at 7:29pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk

**TOWN OF WAYNESVILLE COUNCIL MEMBERS
REQUEST FOR COUNCIL ACTION
Meeting Date: April 22, 2025**

SUBJECT: 56th Annual Professional Municipal Clerks Week

AGENDA INFORMATION:

Agenda Location: Proclamation
Item Number:
Department: Administration
Contact: Mayor Gary Caldwell
Presenter: Mayor Gary Caldwell

BRIEF SUMMARY: The week of May 4th will be the 56th Annual Municipal Clerks Week.

MOTION FOR CONSIDERATION:

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

- 56th Annual Professional Municipal Clerks Week Proclamation

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Proclamation
56th Annual Professional Municipal Clerks Week
May 4 – 10, 2025

Whereas, the Office of the Professional Municipal Clerk is a time-honored and essential part of local government, serving communities throughout the world; and

Whereas, the Office of the Professional Municipal Clerk is one of the oldest public service positions, integral to the foundation and continuity of local governance; and

Whereas, Professional Municipal Clerks provide a vital link between citizens, local governing bodies, and various agencies at all levels of government; and

Whereas, Professional Municipal Clerks are committed to upholding principles of neutrality, impartiality, and equal service to all members of the community; and

Whereas, the Office of the Professional Municipal Clerk serves as the information hub for local government operations and community affairs; and

Whereas, Professional Municipal Clerks continuously strive to enhance the administration of their office by actively participating in educational programs, professional development opportunities, and the annual conferences of their state, provincial, county, and international associations; and

Whereas, it is fitting to recognize and celebrate the significant contributions and accomplishments of Professional Municipal Clerks;

Now, Therefore, I, Gary Caldwell Mayor of Waynesville, do hereby proclaim the week of May 4 through May 10, 2025, as **Professional Municipal Clerks Week** and extend appreciation to our Professional Municipal Clerk, Candace Poolton, along with all Professional Municipal Clerks, for their invaluable service and steadfast dedication to the communities they serve.

Proclaimed this 22nd day of April, 2025.

Mayor

Attest: _____

Town Clerk

**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date, April 22nd, 2025**

Subject: Resolution for “Strive Week”

AGENDA INFORMATION:

Agenda Location: Resolution

Item Number:

Department: Development Services

Contact: Alex Mumby, Land Use Administrator

Presenter: Mayor Gary Caldwell

BRIEF SUMMARY:

The Land of Sky Regional Council and French Broad River MPO are organizing “Strive Week” from May 16th to May 24th to raise awareness of transportation resources other than single occupant automobiles. During this week there will be events throughout the region to promote walking, biking, car-pooling, transit, and other transportation opportunities. Those who participate will have a chance to earn prizes including free transit passes and baseball tickets.

There will be three events held in Haywood County and Waynesville. A social bike ride will be held on May 23rd starting and ending in Frog Level along a user-friendly route to Hazelwood and the Richland Creek greenway. Haywood County Transit will be offering free transit from May 19th to May 23rd for all riders. The First United Methodist Church is holding a children’s bike drive for those who lost their bikes in Hurricane Helene.

MOTION FOR CONSIDERATION:

1. Adoptions of attached Resolution to declare May 16th through May 23rd as Strive Week.

FUNDING SOURCE/IMPACT: N/A

ATTACHMENTS:

1. Flyer of Events
2. Resolution

MANAGER’S COMMENTS AND RECOMMENDATIONS:

Resolution No. R-7-25

RESOLUTION TO DECLARE MAY 16TH THROUGH MAY 24TH AS STRIVE WEEK

WHEREAS, The Land of Sky Regional Council and the French Broad River Metropolitan Planning Organization have created Strive Week to promote forms of transportation beyond single occupant vehicles; and

WHEREAS, the Town Council of Waynesville encourages multi-modal forms of transportation including walking, bicycling, carpooling, and transit; and

WHEREAS, the creation of an “attractive, safe, and multi-modal transportation system is a goal of the Town’s adopted Comprehensive Plan; and

WHEREAS, the Town of Waynesville requires in its Land Development Standards that major site plans make provisions for sidewalk connectivity, bus stops, and civic space including greenways; and

WHEREAS, the Town of Waynesville is a member of the Haywood County Greenways Council, and supports the Haywood County Greenway Master Plan; and

WHEREAS, Haywood County Transit offers two fixed route circulator buses along with on-demand door to door transit options and will offer free transit passes during Strive Week; and

WHEREAS, a bike ride will be held on May 23rd starting and ending in Frog Level to promote bicycling and greenway usage; and

WHEREAS, the First United Methodist Church will be holding a children’s bicycle drive for children who lost their bicycles in Hurricane Helene;

WHEREAS, the benefits of a well-rounded transportation system include improved health and happiness, cleaner air, and less traffic;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Waynesville, North Carolina joins fellow Western North Carolina communities in declaring May 16th through May 24th, 2025 as Strive Week.

Adopted this 22nd day of April, 2025,

TOWN OF WAYNESVILLE

ATTEST:

Gary Caldwell, Mayor

Candace Poolton, Town Clerk

Strive Not to Drive Week:

Children's Bike Drive



May 16th - May 24th

First United Methodist Church of Waynesville will be collecting children's bikes for kids who lost their bike in Hurricane Helene.

We are asking for new or very good used condition bikes and helmets of various sizes. Please bring donations to 566 S Haywood St or to the social ride on May 23rd at Frog Level Brewing at 6:00 PM.

If your child lost a bike or is in need of a bike please reach out to Alex Mumby (amumby@waynesvillenc.gov).



Strive Not to Drive Week:

Bikes, Buses, and Brews Social Ride

**Hosted by the Town of Waynesville and the
Land of Sky Regional Council**



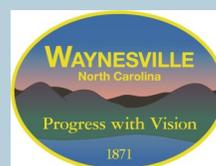
Friday, May 23rd, 2025

**In case of rain, the ride will
occur on May 30th**

**Starts at Frog
Level Brewing**

**Bike repair available
starting at 6:00 PM**

**Group ride begins
at 7:00 PM**



STRIVE NOT TO DRIVE WEEK

Bike, Walk, Carpool, or Ride the Bus to WIN PRIZES! Free tickets to the Asheville Tourists, free bus passes, downtown dollars, and more! Scan the QR code for all event details and giveaways!



ALL WEEK: Kid's Bike Drive in Waynesville

ALL WEEK: Downtown Dollars raffle in HVL

ALL WEEK: Free transit in Haywood & Henderson Counties

FRIDAY, MAY 16

Roll Out of Work
5:30pm @ Pritchard Park
Social Ride with Bike Walk HVL
6pm @ Trailside Brewing

www.strivebeyond.org

SATURDAY, MAY 17

Hendersonville Farmers Market
8am-1pm @ 650 Maple Street
Walk Audit Trainings - 9:30am (OR)
11:30am @ Hendersonville Farmers Market

SUNDAY, MAY 18

Bike Polo Newbie Night
5pm-9pm @ Malvern Hills Park

MONDAY, MAY 19

Free Transit Day! Asheville

TUESDAY, MAY 20

Walk/Bike Audit Training Session
6pm @ West Asheville Library

WEDNESDAY, MAY 21

Lucy Herring Walk/Bike Audit
7am @ Lucy Herring Elementary
ART Passport Webinar for Employers - 11am
Ride of Silence - 6:30pm @ 70 Court Plaza
Ride of Silence - 6:30pm @ Hendersonville Welcome Center

THURSDAY, MAY 22

Bike-in Cinema
TBD @ New Belgium Brewing

FRIDAY, MAY 23

Hiking Henderson County
9am @ Jackson Park
Bicycle Friendly Business Breakdown
6pm-8pm @ The Collider
Bikes, Buses, & Brews Social Ride
6pm @ Frog Level Brewing

SATURDAY, MAY 24

Cycle Smart: Safe Riding Class
11am-5pm @ Stephens-Lee Community Center



TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: April 22, 2025

SUBJECT: Appointment to the Waynesville Housing Authority.

AGENDA INFORMATION

Agenda Location: New Business
Item Number:
Department: Administration
Contact: Jesse Fowler, Assistant Town Manager
Presenter: Councilmembers Freeman and Feichter

BRIEF SUMMARY

Councilmembers Freeman and Feichter interviewed Robert Burns and Emilee Nidffer for the vacancy on the Waynesville Housing Authority. Staff asks for their recommendation on who should be appointed.

MOTIONS FOR CONSIDERATION

Motion to appoint Emilee Nidffer/Robert Burns to the Waynesville Housing Authority.

FUNDING SOURCE/IMPACT

N/A

MANAGER'S COMMENTS AND RECCOMENDATIONS

ATTACHMENTS:

**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: April 22, 2025**

SUBJECT: Public Presentation on "No Mow May" Initiative to Support Local Pollinators

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Tyler Anderson, Stormwater Management Coordinator
Presenters: Tyler Anderson, Stormwater Management Coordinator

BRIEF SUMMARY:

Last year, the Development Services launched an environmental initiative, "No Mow May," aimed at supporting local pollinators and jumpstarting spring's natural cycle. Today, we are seeking the Council's approval to implement this initiative again.

During the month of May, the Town will encourage residents to refrain from mowing their lawns to provide vital habitats and food sources for pollinators, such as bees, butterflies, and other beneficial insects. These pollinators play a critical role in maintaining local ecosystems and supporting plant growth. The Development Services will work with Haywood Waterways and send out the postcards to Waynesville residents about the "No Mow May" voluntary participation.

In line with this initiative, the Town will not enforce its tall grass ordinance during the month of May. This initiative is designed to help establish a healthier, more vibrant spring environment for both pollinators and the community. The goal of "No Mow May" is to raise awareness of the important role pollinators play in our ecosystems, reduce the environmental impact of lawn care, and encourage residents to embrace more sustainable landscaping practices. By creating safe spaces for pollinators, the Town will contribute to local biodiversity and foster community engagement around environmental sustainability.

MOTIONS FOR CONSIDERATION:

1. To approve the promotion of the "No Mow May" initiative and suspend grass-related code enforcement activities during the month of May.

FUNDING SOURCE/IMPACT:

The "No Mow May" initiative will not require additional funding, as it primarily involves encouraging voluntary participation from residents.

ATTACHMENTS:

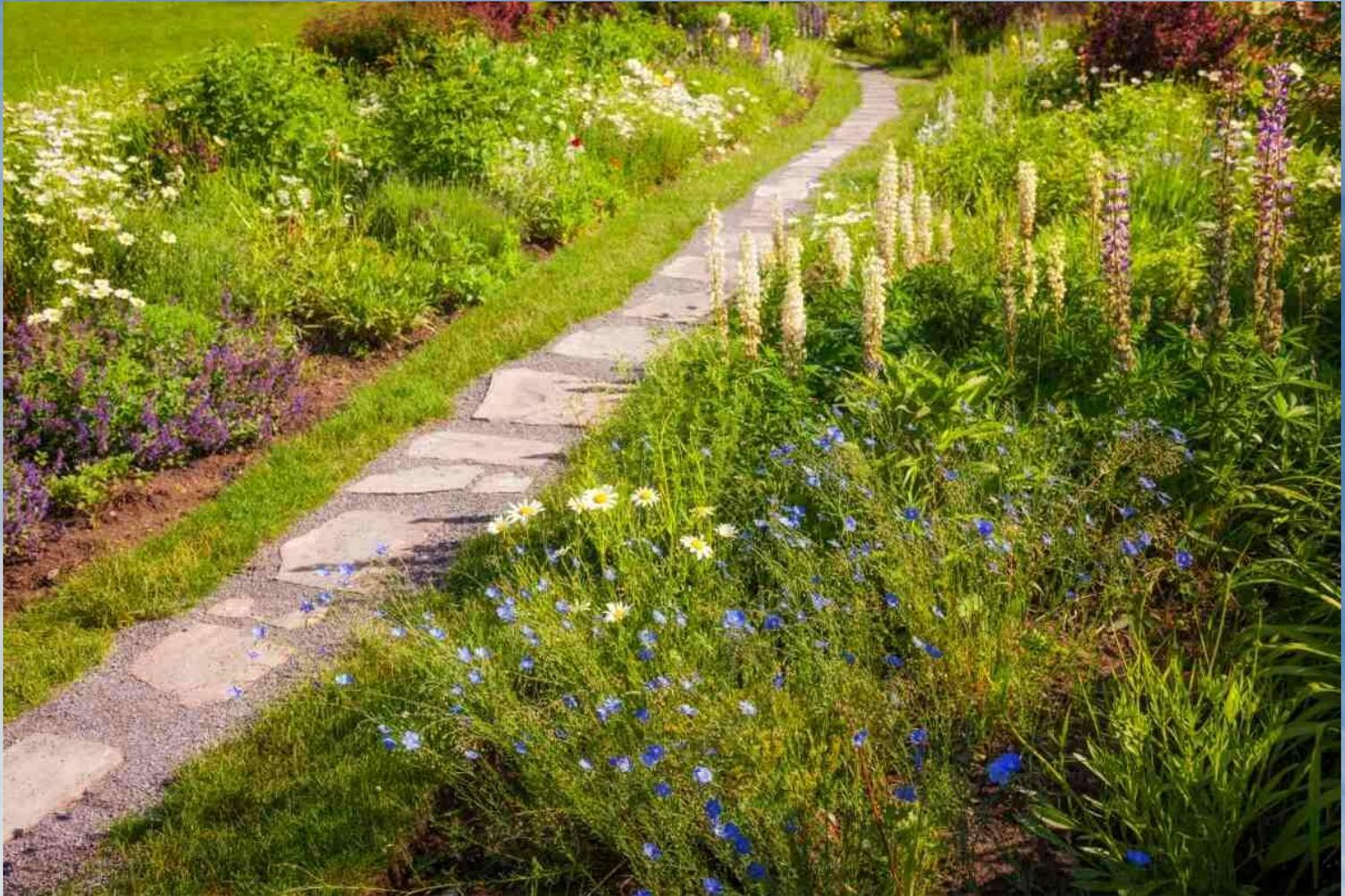
1. PowerPoint Presentation on "No Mow May" Initiative



Pollinator Awareness!

Presenter: Tyler Anderson

Town of Waynesville Stormwater Management Coordinator



Promoting Pollinators

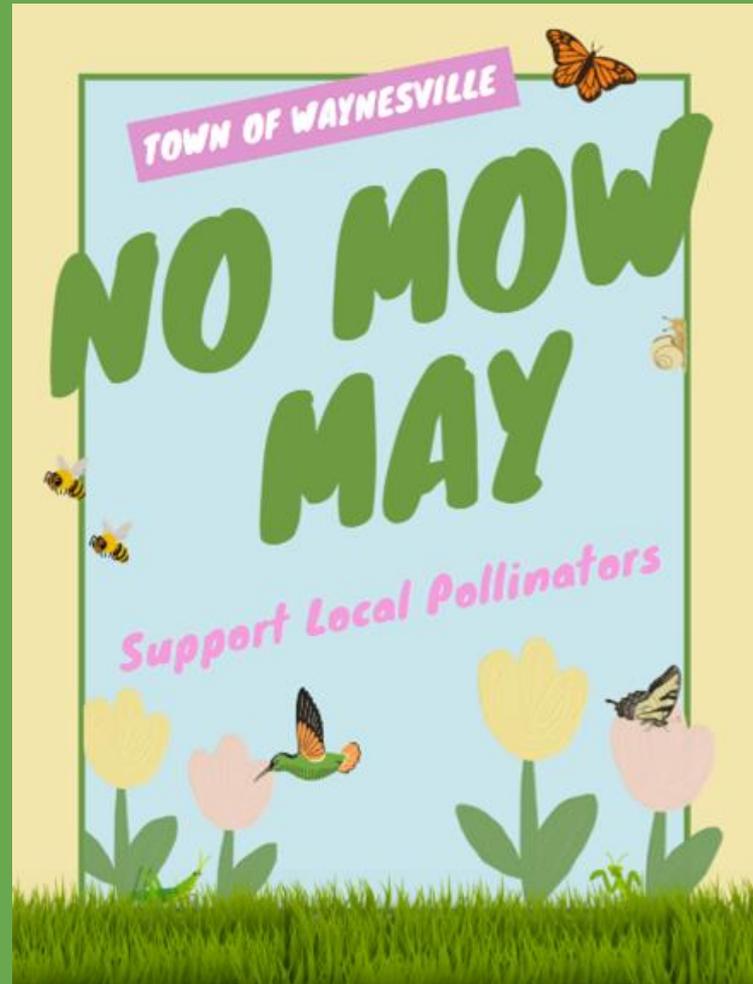


-Consider reducing or abstaining from lawn mowing during the month of May; and the Town will suspend high grass enforcement for those participating;

-Mow less frequently or allow some areas of your yard to grow wild;

- Allow growth within stream buffers which not only provides a good refuge for pollinators but which will also protect our streams and waterways.

*- For more information see:
Beecityusa.org/no-mow-may-spring-faqs/*



**TOWN OF WAYNESVILLE COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: April 22, 2025**

SUBJECT: Presentation on Stormwater Education Program with Local Elementary Schools

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Development Services
Contact: Tyler Anderson, Stormwater Management Coordinator
Presenters: Tyler Anderson, Stormwater Management Coordinator

BRIEF SUMMARY:

The Town of Waynesville is committed to fostering environmental stewardship and education, particularly in the realm of stormwater management. As part of this effort, the Town's Development Services and Stormwater Management Program team has been conducting a series of educational presentations at local elementary schools to raise awareness about the importance of stormwater management.

We have already had several educational sessions with the third graders in Shining Rock Elementary and Lake Junaluska Elementary schools. The outreach is also planned for the Hazelwood Elementary. During these presentations, students are taught about the impact of stormwater runoff on local waterways and the environment. They are also given opportunity to ask questions. After the lessons, students are invited to express their understanding of stormwater through their artwork, where they create drawings of what they believe stormwater looks like in their community.

Staff would like to integrate the best drawings into banners to promote stormwater education for display on Main Street light poles, giving students a chance to showcase their creativity while also educating the public about stormwater management.

This program is in alignment with the Town's ongoing efforts to meet the educational and outreach requirements outlined in the National Pollutant Discharge Elimination System (NPDES) Permit. It serves as a unique opportunity to engage both the younger generation and the broader community in environmental conservation efforts, while promoting awareness of stormwater issues. Community outreach and education are big requirements of the Town's Stormwater Permit.

MOTIONS FOR CONSIDERATION:

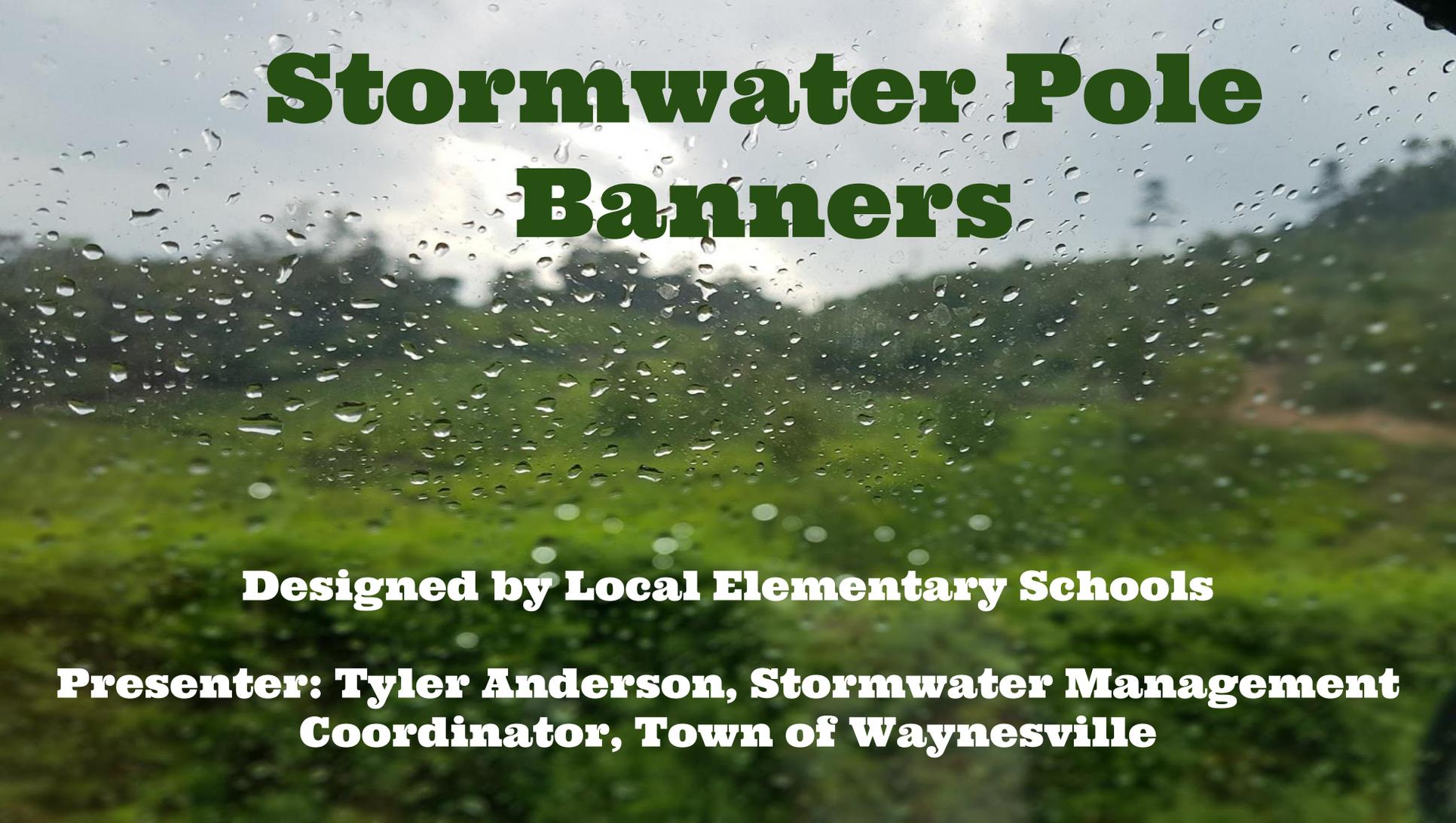
1. To allow staff to proceed with the purchase and installation of educational banners along Main Street.

FUNDING SOURCE/IMPACT:

Materials and printing for the banners will be funded through the Town's Stormwater Fund.

ATTACHMENTS:

1. PowerPoint Presentation



Stormwater Pole Banners

Designed by Local Elementary Schools

**Presenter: Tyler Anderson, Stormwater Management
Coordinator, Town of Waynesville**





 **MATERIAL PROMOTIONS**



Examples from Shining Rock Elementary







**TOWN OF WAYNESVILLE TOWN COUNCIL
REQUEST FOR COUNCIL ACTION
Meeting Date: 4/22/2025**

SUBJECT Review and Approval of 2025-26 Capital Improvement Plan

AGENDA INFORMATION:

Agenda Location: New Business

Item Number:

Department: Administration

Contact: Rob Hites

Presenter: Rob Hites

BRIEF SUMMARY The Town is applying for a grant that seeks funding for a project that does not appear in the 2023-24 CIP. As a part of the upcoming budget, we have reviewed and updated the plan and present it for your review and approval. The grant for which we are applying involves the conversion to a low-pressure pump station from a gravity fed system to a low-pressure pump station. We took this opportunity to review the CIP and update it. Many of the projects have been pushed back a couple of years due to the budgetary impact of the hurricane and the revaluation. Please keep in mind that this is a plan. It is meant to be flexible. As time passes and priorities change, we will amend it.

MOTION FOR CONSIDERATION: Approve the 2025-26 Capital Improvement Plan.

FUNDING SOURCE/IMPACT All funds

ATTACHMENTS: Capital Improvement Plan (Spread Sheet)

MANAGER'S COMMENTS: See Above Comments

GENERAL FUND		ELECTRIC OPTION				
DESCRIPTION	2024-2025	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
Administration						
Downtown						
Finance						
Vehicle Replacement			35,000			
Handheld Meter Reaing Devices				40,000		
Remodel Hazelwood Building (when new FD built)				400,000		
Development Services						
Vehicle Replacement			50,000	50,000	55,000	
Greenways	160,000		145,000			
Police						
Guns/Holsters	31,925					
Axon In-car & Body cam bundles	220,000					
Vehicles	173,000		173,000	175,000	175,000	
Fire						
SCBA Air Compressor-possible grant	50,000					
Ladder Truck 15	2,000,000					
Tahoe			48,000			
Engine 1			1,000,000			
Engine 2	950,000					
Engine 3 (2023)						
Brush Truck				100,000		
Ford Pickup				50,000		
New Building Station 2						
Addition Station 1						
Recreation						
Tennis Court Reconstruction						
Bathroom at OK Park						
Truck						
Mower				12,000		
Wooden Playground	475,000					
Pavilion at Skate Park	85,000					
Mowing Trailer	15,000					
Bushhog attachment for Ventrac	18,000					
Resurface basketball courts Rec & East St			135,000			
Cardio Equip rec center			125,000			
Ton dump truck			75,000			
Mini Park improvements East St/Sulphur Springs				775,000		
Ventrac				60,000		
Renovate older restrooms Bi-Lo Pav & Vance					180,000	
Replace playground Bi-Lo pavilion					100,000	
Mini excavator					80,000	
Streets & Sanitation						
1991 caterpillar 916 Loader						
2000 New Holland Backhoe				120,000		
1999 Dynapac Asphalt Roiller			26,000			
1998 ODB Leaf Collector	100,000					
2008 Bobcat Excavator				85,000		
2000 ODB Leaf Collector			75,000			
2010 Bobcat Skidsteer					85,000	
2007 ODB Leaf Collector						
2006 f-350 utility truck						
2012 Trash Truck						
2013 Trash Truck						
2006 Sweeper Truck				260,000		
2005 F-450 Dump Truck						
2004 F-450 Dump Truck	100,000					
2008 Cab over					125,000	
1999 F-450 utulity truck						

Oakdale Rd Bridge	300,000					
Brookside Ct Bridge						
Playground Ct			50,000			
Boyd Ave RR	75,000					
Water St RR						
Scates st RR	75,000					
Hendrix St RR			75,000			
Georgia Ave RR				75,000		
Cemetery						
John Deere Z-Trak Mower			15,000			
John Deere Gator XUV 625i					15,000	
1997 Samsung Mini Track Hoe	62,000	Waiting On Quote				
John Deere 48" Walk Behind Mower				12,000		
Bobcat Zero Turn Mower	9,000	26,000				
2011 Ford F-150 Veh # 1030			55,000			
2016 Ford F-150 Veh # 1025					55,000	
Install Fence-Morning Drive-260 ft.				25,000		
Install Pull Off-Morning Drive				25,000		
Install Timber Guiderail-775 ft.					75,000	
Construct New Office						
Construct Roads/Sidewalks					200,000	
MasterPlan						
Arch Repair						
Inside Facilities						
2015 SkyJack Lift					20,000	
2017 Ford F-350 Utility Truck					55,000	
HVAC Replacements	35,000		30,000	35,000	35,000	
Public Works Gate Upgrades	10,000			25,000	30,000	
Public Works Paving Improvements			50,000		50,000	
Public Works Roof Replacement	225,000					
Outside Facilities						
John Deere Z930M Z Mower			14,000			
John Deere XUV 625i Gator					14,000	
2016 F-150 Super Cab				35,000		
Salt Spreader for Gator(Parking Lots-Battery Power)	8,000		15,000	20,000	25,000	
	5,176,925		2,191,000	2,379,000	1,374,000	

DESCRIPTION	FUNDING SOURCE	2024-2025	Electric Option	2025-2026	2026-2027	2027-2028	2028-2029
Water Fund-Maintenance							
2005 Bobcat Skidsteer Loader	Revenue						75,000
2010 Utility Trailer	Revenue					7,000	
2014 Tilt Trailer (22 feet)	Revenue				10,000		
2000 Core Drilling Machine	Revenue					12,000	
2014 7x14 Dump Trailer	Revenue				3,500		
2009 F250 Meter Truck (708)	Revenue					75,000	
2018 Bobcat 42	Revenue						100,000
Mid Size Excavator	Revenue			150,000			
Browning Brnach Pump Upgrade	Revenue					60,000	
Repeater Station	Revenue						50,000
Misc. Line Repair/Replacement	Revenue			150,000			
Reservoir Tank Railing	Revenue			30,000			
High Ridge Tank Railing	Revenue				30,000		
Repeater Station	Revenue						
Scada System Upgrade					50,000		
Water Maintenance Total		0	0	330,000	93,500	154,000	225,000

Water Fund-Treatment							
Mushroom Tank (HFS)	Revenue	40,000					
Mushroom Tank (Caustic)	Revenue	40,000					
Alum/Caustic Tank Dyke	Revenue						
Chlorine Analyzer (2)	Revenue					15,000	
Filter/Process Turbidimeters	Revenue			50,000			
Regal Chlorinators	Revenue						
Dredge	Revenue			150,000			
40 hp Backwash Pumps (2)	Revenue						
Big Cove Telemetry	Revenue						
Alum Storage Tank	Revenue					60,000	
Generac Generator						100,000	
W&T Feed Pumps Alum (2)	Revenue						10,000
W&T Feed Pumps Caustic(2)	Revenue						10,000
SCADA System	Revenue						
Filter Valve Actuators	Fund Balance	45,000		250,000			
Raw Valve Actuator	Revenue						
Alum/Caustic Day Tanks	Revenue				20,000		
Flocculator/Flash Mixer							
Chlorine Cylinder Scales							
John Deere Zero Turn							
John Deere Excavator	Revenue				125,000		
Filter Media Replacement							
2016 Ford F-150 Supercab	Revenue				40,000		
Polaris Ranger ATV	Revenue					20,000	
Pipe Gallery Paint	Revenue				100,000		
Electric Gates/ CCTV							
Shop Building	Revenue						
Backwash Tank Radio/Telemetry	Revenue						
Sludge Feasibility Study	Revenue	25,000					
Water Treatment Totals		150,000	0	450,000	285,000	195,000	20,000

TOTAL WATER FUND		150,000	0	780,000	378,500	349,000	245,000
-------------------------	--	---------	---	---------	---------	---------	---------

DESCRIPTION	FUNDING SOURCE	2024-2025	Electric Option	2025-2026	2026-2027	2027-2028	2028-2029
Sewer Fund-Maintenance							
	Revenue						
Concrete Cutter Saw	Revenue					35,000	
Wacker Trench Roller	Revenue				40,000		
	Revenue						
I&I Mitigation	ARP Funds						
Misc Line Repair	Revenue						
Manhole Rehab	ARP Funds						
Enclosed Building	Revenue	100,000			10,000		
Hydraulic Breaker Attachment	Revenue			20,000			
Engineering WWTP				30,000			
EQ Basin, Piping and Construction				500,000			
Headworks, Clarifyer and Lime Tower Demo				200,000			
Sewer Fund Maintenance Totals		100,000	0	750,000	50,000	35,000	0

Sewer Fund-Treatment							
Well System Upgrade	Revenue			150,000			
Diaphragm pump replacements	Revenue						
Lime equipment removal	Revenue				100,000		
John Deere Gator	Revenue						
Ford F-150	Revenue				30,000		
John Deere track hoe	Revenue	60,000					
Press building electrical upgrade	Revenue			200,000			
Press building roof	Revenue			50,000			
Engineering WWTP	Revenue			30,000			
EQ Basin, Piping and Construction	Revenue			500,000			
Headworks, Clarifyer and Lime Tower Demo	Revenue				200,000		
Cat Walk Aeration Basin	Revenue			100,000			
Excavator	Revenue				100,000		
Skid Steer	Revenue					80,000	
Tandem Dump Truck	Revenue						130,000
Effluent Pump Renovation	Revenue				100,000		
Belt Press Building Heat System	Revenue			50,000			
SCADA Upgrades	Revenue					200,000	
Camera System/Security	Revenue					100,000	
Facility Upgrades (Lab/Office/Break/Bath/Shower)	Revenue						100,000
Equipment shed	Revenue				100,000		
Secondary sludge buliding roof	Revenue	50,000			630,000	380,000	230,000
Sewer Fund Treatment Totals		110,000	0	1,080,000	680,000	415,000	230,000

TOTAL SEWER FUND **210,000** **0** **1,830,000**

DESCRIPTION	FUNDING SOURCE	2024-2025	Electric Option	2025-2026	2026-2027	2027-2028	2028-2029
Electric Fund							
60 G Excavator	Revenue						80,000
Back Yard Machine	Revenue		N/A	260,000			
Trailer	Revenue	15,000					
Chipper	Revenue						80,000
2003 Bucket Truck 313	Revenue				350,000		
2008 Pole Truck 311	Revenue						300,000
2002 Bucket Truck 308	Revenue					200,000	
1999 Chipper Truck 303	Revenue					130,000	
Allison Acres	Fund Balance	400,000					
DOT Russ Ave	Fund Balance						
DOT Walnut REMB	Reimburse	1,297,890					
Sunny Side Development	Fund Balance	500,000					
		2,212,890		260,000	350,000	330,000	

DESCRIPTION	FUNDING SOURCE INPUT	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
Garage						
Tire Balancer	Revenue	17,000				
Tire Machine	Revenue	17,000				
Diagnostic Scan Tool	Revenue	12,000				
Welder	Revenue					15,000
Band Saw	Revenue		5,000			
2014 F-150	Revenue			70,000		
Outside Shed for Column	Revenue	80,000				
	Totals	126,000	5,000	70,000	0	15,000