



TOWN OF WAYNESVILLE, NC

Board of Aldermen – Regular Meeting

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

Date: **March 25, 2014** Time: **7:00 p.m.**

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(828) 452-2491
townclerk@townofwaynesville.org

A. CALL TO ORDER - Mayor Gavin Brown

1. Welcome/Calendar/Announcements
2. Proclamation-Letter Carriers’ Food Drive Day on May 10, 2014
3. Adoption of Minutes

Motion: To approve the minutes of March 11, 2014 (regular meeting) as presented [or as corrected].

B. REPORTS & PRESENTATIONS

4. K-9 Portrait Presentation
 - Alumni of the Civilian Police Academy
5. ARC of Haywood County – Annual Report
 - Denise Coleman, Executive Director

C. NEW BUSINESS

6. Haywood Arts Regional Theater (HART) – Request for Capital Project Funding
 - John Highsmith, Board Chair
 - Steven Lloyd, Executive Director
7. Surplus Fire Pumper – Authorization for Sale to Haywood Community College

Motion: To authorize the sale of the surplused 1988 Ford F-8000 pumper truck to Haywood Community College for a purchase price of \$4,500.

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

March 25, 2014

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8. Community Video Showcase

Motion: *To authorize staff to work with CGI Communications to develop a series of video clips under the auspices of the National League of Cities' and US Conference of Mayors' Community Video Showcase Program as presented.*

D. COMMUNICATIONS FROM STAFF

9. Town Manager – Marcy Onieal

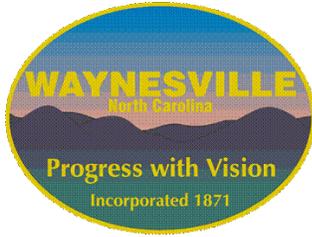
- Report from Mtn Projects Community Meeting on Human Service Needs
- Public Art Installations & Signage
- Town Communications Plan & Report
- Skatepark Policy Revision
- Lighting for Howell Mill Road Bridge
- FY2014-15 Budget Prep
- IT Update
- Junaluska Merger Update
- Commission for a Clean County -Waynesville Clean-Up Day – May 10
- Wellness Program Kick-off - April 1/Movbands
- Board of Aldermen Direct Deposit Reminder
- Board of Aldermen Retreat Agenda
- Employee Recognitions
 - Marvin Crawford: PS Employee of the Month (Feb)
 - Cody Stiles: A-Surface Operator Certification
 - Brittany Buchanan & Margaret Langston: 2014 Employee HR Services Fair

10. Town Attorney – Woody Griffin

E. COMMUNICATIONS FROM MAYOR & BOARD OF ALDERMEN

F. CALL ON THE AUDIENCE

G. ADJOURN



TOWN OF WAYNESVILLE

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 Waynesville, NC 28786
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CALENDAR March 25, 2014

2014	
Tue, Mar 25 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Thu, Mar 27 12:30 Land of Sky Regional Council	French Broad River MPO Meeting (rescheduled)
Fri, Mar 28 8:30 AM – 5:30 PM Harrell Center Lake Junaluska Assembly	Board of Aldermen-Annual Planning Retreat
Mon, Mar 31 5:30 dinner/6:00 meeting Colonial Theater Mtg Room	Haywood County Council of Governments Town of Canton Hosting
Tue, Apr 8 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Fri, Apr 18	Good Friday Holiday Town Offices Closed
Tue, Apr 22 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Sat, Apr 26 8:00 AM – 10:00 AM 1:00 PM – 2:00 PM	KARE 5K Run/Walk Rolling Closure from Main Street; Courthouse to Waynesville Inn and return STAR Ranch Horse Parade for ASPCA National Help a Horse Day Rolling Closure – Academy, Main, Depot, Haywood Streets; circuit and return, staged from First Methodist Church
Sat, May 10 5:30 AM to 5:30 PM	Frog Level Merchants' Association Whole Bloomin' Thing Festival Closure – Commerce & Depot Street at Frog Level
Sat, May 10 9:00 AM Location TBD	Commission for Clean County Litter Pick Up
Tue, May 13 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Tu-We, May 20-21	NCLM Legislative Action Lobby Days at General Assembly

10:00 AM NC General Assembly Raleigh, NC	
Mon, May 26	Memorial Day Holiday Town Offices Closed
Tue, May 27 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Wed, Jun 4 All Day NC General Assembly Raleigh, NC	NCLM Town Hall Day at NC General Assembly
Tue, Jun 10 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Mon, Jun 23 5:30 dinner/6:00 meeting Maggie Valley Town Hall	Haywood County Council of Governments Town of Maggie Valley Hosting
Tue, Jun 24 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Fri, Jul 4	Independence Day Holiday Town Offices Closed
Tue, Jul 8 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Tue, Jul 22 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Mon, Jul 28 6:00 PM Cherokee, Chestnut Tree Inn	Southwestern Commission Annual Dinner
Tue, Aug 5 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Tue, Aug 19 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Mon, Aug 25 5:30 dinner/6:00 meeting Location TBA	Haywood County Council of Governments Haywood County Hosting
Mon, Sep 1	Labor Day Holiday Town Offices Closed
Tue, Sep 9 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Mon, Sep 22 7:00 PM Cherokee, Chestnut Tree Inn	Southwestern Commission Board Meeting
Tue, Sep 23	Board of Aldermen Meeting-Regular Session

7:00 PM Board Room, 9 S. Main	
Tue, Oct 14 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Mon, Oct 27 5:30 dinner/6:00 meeting Municipal Bldg Mtg Room	Haywood County Council of Governments Town of Waynesville Hosting
Tue, Oct 28 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Tue, Nov 11	Veteran's Day Holiday Town Office Closed
Mon, Nov 24 7:00 PM Cherokee, Chestnut Tree Inn	Southwestern Commission Board Meeting
Tue, Nov 25 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
Th-Fr, Nov 27-28	Thanksgiving Day Holiday Town Offices Closed
Tue, Dec 9 7:00 PM Board Room, 9 S. Main	Board of Aldermen Meeting-Regular Session
We-Fr, Dec 24-26	Christmas Holiday Town Offices Closed

BOARD/STAFF SCHEDULE

Wed, Apr 9	Manager	Leadership Haywood
Wed, May 14	Manager	Leadership Haywood
Th-Sa, Jun 19-21	Manager Management Asst	NC City/County Managers' Association Summer Seminar Charlotte, NC
Sa-Sa, Jul 28 – Aug 9	Town Clerk	Vacation
Su-We, Sep 14-17	Manager Management Asst	ICMA 100 th Annual Conference Charlotte, NC

PROCLAMATION
“Letter Carriers’ Food Drive Day”

May 10, 2014

WHEREAS: *Every year on the second Saturday in May, letter carriers across the country collect non-perishable food as part of the nation’s largest one-day food drive, distributing the donations to local food banks; and*

WHEREAS: *The Letter Carriers’ Stamp Out Hunger Food Drive is just one example of how letter carriers work to make a difference in the lives of those they serve. Since the pilot drive was held in 1991, more than a billion pounds of food have been collected; and*

WHEREAS: *I would like to recognize all letter carriers for their hard work and their commitment to their communities. All of the food collected in our community stays in our community and we support carriers’ efforts to help those in need in our community.*

NOW, THEREFORE, I, the Mayor of the Town of Waynesville by the authority vested in me, do hereby proclaim Saturday, May 10, 2014 as **“LETTER CARRIERS’ FOOD DRIVE DAY”** in the Town of Waynesville, and encourage the citizens of our community to support the food drive by placing non-perishable food items in or near your mailbox on food drive day. Your letter carrier will pick it up while delivering the mail—and together, we can all help to feed our hungry.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Waynesville, North Carolina to be affixed this 10th day of March 2014.



TOWN OF WAYNESVILLE

Gavin A. Brown
Mayor

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
MARCH 11, 2014**

THE WAYNESVILLE BOARD OF ALDERMEN held their regular meeting on Tuesday, March 11, 2014 at 7:00 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

Mayor 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
Amie Owens, Town Clerk
Andrew Bowen, Management Assistant
James Robertson, Tax Collector
Paul Benson, Planning Director

Representing the Media:

No one from the media was present

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting, and Manager Onieal mentioned several calendar items including:

- March 20 – Annual Wellness/Health Fair for all municipalities
- March 24 – Southwestern Commission Board Meeting – location changed to Franklin
- March 28 – Board Retreat at Lake Junaluska Assembly; this was rescheduled due to some conflicts and to accommodate the schedule of the facilitator
- March 31 – Council of Government Meeting – Town of Canton hosting

Three additional items were noted that were not on the calendar –

- March 13 – new session of the Citizen Police Academy begins
- March 15 – Haywood County GOP Convention at the Canton Armory
- March 18 – Community meeting/dialogue about homelessness – Senior Resource Center – beginning at 4:00 p.m.

2. Adoption of Minutes

Alderman Caldwell made a motion to approve the minutes of the February 18, 2014 (special meeting session) as presented. Alderman Roberson seconded; the motion carried unanimously.

B. BOARD/COMMISSION/OUTSIDE AGENCY - ANNUAL REPORTS

3. Senior Resource Center – John Chicoine, Manager

Mr. Chicoine provided an annual update related to the Haywood County Senior Resource Center (HCSRC). He provided statistics related to the Waynesville Nutrition Site located at the Waynesville Armory, and highlighted that approximately 4,000 meals were provided at a cost of \$18,011 or roughly \$5.00 per meal; the average number of daily participants is 20. Mr. Chicoine noted that the name Haywood Community Connections is being phased out as most recognize the HCSRC. Programming includes the creative living program and other senior programs suggested by participants to ensure continued interest and program longevity. He added that he has been working with the Waynesville Recreation Center and Haywood County Recreation Department to ensure that programs are not duplicated but could be complementary. Mr. Chicoine explained that one additional service provided at the HCSRC as tax preparation and assistance for those 60 and over.

Mr. Chicoine provided additional information on the SHIIP program and Volunteer center. Statistics for the volunteer center included 76 new volunteers during 2013 with 61 organizations served. Senior Health Insurance Information Program (SHIIP) served 416 individuals with 229 from the Town of Waynesville. The volunteers with SHIIP help find prescription drug and Medicare supplement plans for those who qualify. Mr. Chicoine closed by noting education is a key component for the success of the HCSRC and provided brochures illustrating the various programs available via SHIIP. Mr. Chicoine thanked the Board of Aldermen for their support and funding during 2013.

4. Historic Preservation Commission – Henry Foy, Chairman

Mr. Foy provided an annual report from the Historic Preservation Commission (HPC). He highlighted multiple goals agreed upon by the HPC including the need for two (2) additional members taking the size of the HPC from seven (7) to nine (9) members and the potential designation of downtown Waynesville a local historic district. He explained that due to liberalized requirements for the design guidelines there are now variable options to consider for creating a homogeneous 19th century country town. Mr. Foy acknowledged that there had previously been controversy and that the HPC would work with the merchants to discuss potential for this designation.

Mr. Foy added several other items that the HPC is continuing to develop including a rock wall inventory complete with pictures to share with citizens and visitors. Another project is a comprehensive history of Greenhill Cemetery, Ann Melton is spearheading this project and noted that she is well on her way with the research. Mr. Foy noted that a history of the various boarding houses and hotels, including the White Sulphur Springs hotel is being researched and historical photographs and information are being sought. Mr. Foy concluded by noting the HPC was excited about the ongoing and new projects and hopes that the Board of Aldermen is pleased with the projects and progress being made.

Ms. Melton noted that Love Lane is a local historic area. She invited the Mayor and Aldermen to an event on Sunday, August 24, 2014 which will include a picnic, tour of homes and scavenger hunt which will also provide a history of the homes.

C. NEW BUSINESS

5. Request for Street Closures – Various Agencies

Manager Onieal explained that there had been three (3) requests received for various events that would require street closures.

The Kids Advocacy Resource Effort (KARE) 5K Run on April 26, 2014 beginning at 8:00 a.m. would require a rolling closure with police escort. This event has been approved in the past.

The Frog Level Merchants' Association – Whole Bloomin' Thing Festival on May 10, 2014 from 5:30 a.m. until 5:30 p.m. impacting Commerce and Depot Streets. This event has been approved in the past.

Manager Onieal explained that the third request was from STAR Ranch and introduced Karen Owens, Owner of STAR Ranch, to describe the proposed event. Ms. Owens explained that the ASPCA Equine Division was promoting their annual "Help a Horse Day" and horse clubs and organizations were encouraged to participate. She explained that there was a potential for a \$10,000 grant to benefit STAR Ranch based on the impact of the event. Ms. Owens explained that multiple groups including the Kiwanis Action Club, Girl Scouts, 4-H, FFA & Equine Studies students at PHS and others had agreed to participate and that there would be a number of volunteers ensuring that all roads were left clean. Ms. Owens added that she has founded the NC Horse Rescue Alliance (NCHRA) to work with local and regional groups and with the goal of national participation. First steps in this process were moved forward by Joe Sam Queen by having a specialized license plate available with \$20 from each plate going to the NCHRA. The event should not take more than an hour and should begin at 1:00 p.m. The parade will be staged from the First Methodist Church and will follow a route from Academy Street to Main Street to Depot Street to Haywood Street, with a return to the church.

Manager Onieal explained that the KARE event and the STAR Ranch event are on the same day; however, both events can be supported by staff, are not at the same time and are not the same route.

Alderman Roberson made a motion, seconded by Alderman Greeley, to approve the street closures, as requested by Kids Advocacy Resource Efforts (KARE), STAR Ranch and Frog Level Merchants' Association, as presented. The motion passed unanimously.

6. Permission to advertise 2013 delinquent property taxes

Tax Collector James Robertson requested permission to advertise the 2013 Delinquent Property Tax accounts in the March 14, 2014 edition of the Mountaineer per NC General Statute §105-369 requirement. Mr. Robertson highlighted the tax collection rates as of March 7, with approximately 10.4% accounts uncollected equaling 6% of budgeted revenue. He further explained that at end of January 2014 the collection rate was 91% as compared to January 2013 which was 89%. Mr. Robertson added that a report for February 2104 showed the collection rate at 94.3% after delinquent tax letters

were sent out. A total of 7,829 tax bills went out, which was minimally higher last year. One change of note is that a manufacturer made improvements to their facility taking assessed value from approximately \$8 million to \$20 million. Mr. Robertson also noted that the debt set off was late due to the federal sequestration in October, which put a hold on tax refunds. Mayor Brown commented that the report showed a majority of smaller accounts attributed to personal rather than large commercial property taxes due. Manager Onieal noted that the largest of the delinquent commercial accounts tended to be the same class of accounts every year, and are related to golfing and hospitality interests, which always have low cash flow during winter months when taxes come due, but that interest is charged on delinquent accounts and most of these businesses do enter into a payment plan with the Tax office.

Manager Onieal asked Mr. Robertson to explain the foreclosure process. He noted that there are currently around 50 accounts in foreclosure or going into the process. Traditionally, the Town has not actively pursued tax foreclosures, but whenever the County initiates a tax foreclosure where Town taxes are also due, then the Town uses the County's legal team to also collect any back taxes due to the Town. Mayor Brown inquired what the interest is for late payment. Mr. Robertson indicated that interest in January is 2% then 0.75% each month thereafter on the unpaid balance. Past due accounts may be collected for up to 10 years after which point write off is allowed. Related to collections, Mayor Brown noted that the Town cannot budget more in property tax revenue than what was collected in the previous year per statute.

Alderman Greeley made a motion, seconded by Alderman Caldwell, to authorize staff to advertise all 2013 delinquent property taxes in The Mountaineer on March 14, 2014, as required by NCGS § 105-369 and as presented. The motion carried unanimously.

7. Appointment of Amanda "Amie" Owens as Town Clerk

Manager Onieal noted that Ms. Owens had been working since February 24, 2014 for the Town and that Phyllis McClure (Rogers), Immediate Past Town Clerk, had already sworn in Ms. Owens. This was the formal recognition of this position.

Alderman Greeley made a motion, seconded by Alderman Roberson, to approve the appointment of Amanda "Amie" Owens as the Town of Waynesville Town Clerk effective February 24, 2014. The motion passed unanimously.

A copy of Resolution R-02-14 is attached hereunto as part of these minutes.

8. Corporate Resolution Designating Fiscal & Contractual Agency and Authorized Signers

Manager Onieal explained that due to the change in staff, it was necessary to update the authorized signers for the organization. All checks require two signatures; one from the Finance Office and one from Administration. In the event that Manager Onieal is not present, Ms. Owens would have the ability to co-sign in accordance with the Town's policies. She added that Ms. McClure (Rogers) had previously carried this same duty.

Alderman Caldwell made a motion, seconded by Alderman Freeman, to approve the updating of the Fiscal and Contractual Agency and Authorized Signers to include Marcia Onieal, Amanda Owens, Eddie Caldwell and Dean Trader, as presented. The motion carried unanimously.

A copy of Resolution R-03-14 is attached hereunto as part of these minutes.

D. COMMUNICATIONS FROM STAFF

9. Town Manager – Marcy Onieal

Manager Onieal noted that she attended the funeral for Senator Martin Nesbitt and described him as a fine legislator and friend to WNC and noted his contribution to the approval of the Lake Junaluska merger bill by the Senate Local Government & Finance Committee. She segued to an update from LJA including thanking the Mayor and Aldermen for their participation in the LJA annual Board Meeting. Manager Onieal noted that the various committees and Board of LJA are unanimous in their desire to move forward with the merger bill in the Legislative Short Session.

Manager Onieal explained that Haywood County and the Chamber of Commerce (Chamber) have signed a Memorandum of Understanding (MOU) related to the placement of Economic Development with the Chamber effective July 1, 2014. She noted that no other parties were included in this agreement at this point, but that there is continuing dialogue with towns and key economic development interests in an ongoing strategic planning process to reinvigorate economic development on a county-wide basis.

The Chamber Government Relations Taskforce is helping to establish a coordinated legislative agenda for various groups in Haywood County. Manager Onieal added that a collective effort to lobby or gain effective legislative action related to regional concerns is being developed and distributed to all interested parties so that our legislators will be informed and conscious of the multiple needs of Haywood County in the areas of local government, taxation, education, healthcare, economic development, utilities, drug & alcohol issues and other important legislative matters. This group is putting together talking points for sharing while in Raleigh so that whoever is there can speak knowledgeably on the various topics.

Manager Onieal noted that the Information Technology (IT) work with VC3 is going well and is ahead of schedule with regard to the planning, network upgrades and testing necessary before migrating to the cloud. Department-by-department testing will begin on all applications in April, anticipating going live in the cloud by around late June or early July.

Manager Onieal thanked Ms. Owens and Mr. Bowen for their assistance and noted that Mr. Bowen has been working with multiple projects including the budget, IT and website. She praised the updating of the website and the inclusion of social media (Facebook/Twitter) and new subscription portals to get information out to citizens and visitors to the Town. Alderman Freeman commented that the local media outlets are picking up the announcements. This is an amazing reach and added publicity for the Town.

RESOLUTION R-02-14

RESOLUTION OF THE BOARD OF ALDERMEN
NAMING AMANDA "AMIE" OWENS AS TOWN CLERK
FOR THE TOWN OF WAYNESVILLE

WHEREAS, North Carolina General Statute 160A-171 requires that local governments designate a position to serve as Town Clerk, who shall give notice of meetings of the council, keep a journal of the proceedings of the council, be the custodian of all city records, and shall perform any other duties that may be required by law or the council; and

WHEREAS, the Town of Waynesville Board of Aldermen has the authority under the Charter to name a person or persons to fill the role of Town Clerk; and

WHEREAS, the Town Manager has the responsibility and the authority under the Charter, subject to provisions of the Council-Manager Plan of Government, to appoint all city officers and employees not elected by the people; and

WHEREAS, the Town Manager commended Amanda Owens to fulfill the duties of Town Clerk, and wished her to assume these duties effective February 24, 2014, and serve in that capacity until her successor is appointed; and

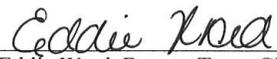
WHEREAS, the acting Town Clerk, Phyllis R. McClure did administer the Oath of Office for the Town Clerk position on February 24, 2014;

NOW THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Waynesville that Amanda Owens, shall serve as the Town Clerk with responsibilities as specified in the Charter, and be recognized under State Law as having the same authority, duties and power as noted therein.

READ, APPROVED AND ADOPTED this 11th day of March, 2014.

ATTEST:


Gavin A. Brown, Mayor


Eddie Ward, Deputy Town Clerk


Marcia D. Onieal, Town Manager



RESOLUTION NO. R-03-14

**UPDATING THE CORPORATE RESOLUTION DESIGNATING FISCAL &
CONTRACTUAL AGENCY AND AUTHORIZED SIGNERS**

WHEREAS, new authority certificates and signature cards are needed for each financial institution holding town funds; and

WHEREAS, all checks or contracts requiring two signatures will be signed by the Town Manager and Finance Director, however any two signatures from among the four authorized signers will be considered valid. It is the intent, that any time two signatures are required, one shall be from Finance and the other from Administration.

Administration

Town Manager Marcia D. Onieal
Town Clerk Amanda W. Owens

Finance

Finance Director Eddie Caldwell
Assistant Finance Director Dean Trader

NOW, THEREFORE BE IT RESOLVED by the Town of Waynesville Board of Aldermen that Town Manager Marcia D. Onieal and Finance Director Eddie Caldwell be designated as signers of Authority Certificate(s) and as signers on signature cards and additional authorized designated signers on signature cards include Assistant Finance Director Dean Trader, and Town Clerk Amanda W. Owens.

This action is to become effective May 1, 2014.

Adopted this 11th day of March, 2014.

ATTEST:

TOWN OF WAYNESVILLE



Gavin A. Brown
Mayor



Marcia D. Onieal
Town Manager



Amanda W. Owens
Town Clerk



E. COMMUNICATIONS FROM MAYOR AND BOARD OF ALDERMEN

Mayor Brown asked the Aldermen to be cognizant about the Duke Energy Progress contract for purchase of wholesale power, which will conclude at the end of 2015. Preliminary conversations have been held with four potential wholesale electricity suppliers as potential bidders for the Town's purchase power contract. Ms. Onieal also noted that the Town's energy consultant is also working on a customer rate study, which will likely lead to a recommendation of rate adjustments. She noted that the town had not raised residential rates since 2009 and that the Town has always attempted to keep the Town's residential rates in parity with those charged by Progress. Due to declining earnings margins in the Electric Fund, the anticipated increase in wholesale power costs of at least 15% in 2015, and the fact that Town residential rates are now running 5-10% less than Duke/Progress rates, she recommended that the Town begin small incremental rate increases now, so that the public will not be hit by a huge increase all at once when the wholesale purchase contract comes up for renewal. Manager Onieal noted that the Board of Aldermen has delegated the authority to adjust rates to the staff and while this authority has not been utilized heretofore, the plan is to begin raising the base rate by \$0.50 to \$1.00 per month beginning April 1, 2014.

F. CALL ON THE AUDIENCE

Waynesville resident **Pat Maier** complimented Tim Petrea from the Waynesville Recreation Center for conducting the Waynesville Ramble which was a walking/bus tour of Waynesville. There were 27 participants on this involved in the tour and she was impressed with the historical information Mr. Petrea provided at each stop.

G. ADJOURN

There being no further business, Alderman Caldwell made a motion, seconded by Alderman Greeley, to adjourn at 8:06 p.m. The motion passed unanimously.

ATTEST

Gavin A. Brown, Mayor

Marcia D. Onieal, Town Manager

Amanda W. Owens, Town Clerk

The Arc of Haywood County provides and/or assists in the provision of necessary services over the entire lifetime of people with developmental disabilities.



For More Information

The Arc of Haywood County
407 Welch Street
Waynesville, NC 28786

Phone: 828-452-1980

Fax: 828-452-1525

Email: info@arcofhaywood.org

www.arcofhaywood.org

The Arc of Haywood County
407 Welch Street
Waynesville, NC 28786



To serve and enrich the lives of individuals with developmental disabilities and their families.



A United Way Member Agency



What We Do:

The Arc employs qualified staff who provide services and support to residents in our homes and in the community.

Through our dedicated professionals and para-professional staff, The Arc provides comprehensive skill development training in many areas such as:

- Self-help
- Cooking and meal preparation
- Employment
- Money management
- Household management skills
- Retirement preparations
- Leisure time activities
- Health and safety training
- Social Skills
- Medication training and education

The programs are designed and implemented based on individualized needs.

By structuring group home training, residents develop new skills to enhance independence.

The Arc of Haywood County is a non profit organization dedicated to serving individuals with developmental disabilities and their families. We strive to empower people with developmental disabilities to enhance their quality of life while achieving community inclusion to the fullest extent.

Who We Are:

The Arc of Haywood County provides shared living opportunities for adults with developmental disabilities in three Supported Living Homes and one Intermediate Care Facility home. Each home is shared by 5 or 6 individuals, is licensed through the Division of Health Service Regulation, and all homes provide 24/7 staff.

An independent living program is also available for adults who achieve the living and training skills necessary for independent living in their own home. Qualified staff provide ongoing training, support and 24/7 on-call services.

Emphasis is placed on full community participation utilizing local shopping, employment, public transit, banking, restaurants, volunteering and attending recreational and entertainment facilities.

Additional services include:

- Developmental Therapy
- Community Alternative Program (CAP)
- Personal Assistance
- Respite Care
- Advocacy
- Adaptive Equipment
- Recreational Therapy

These services are provided within the group home and also in the community for children or adults currently living with family or in their own homes.

The Arc of Haywood County has received a national three-year accreditation for its Community Housing and Supported Living Services from CARF International.



Enclosed is your membership check for:



“Helping Hands” Annual Membership

- Individual \$25.00 Family \$30.00
- Business, Group \$40.00
- Other, Miscellaneous _____



“Raising the Bar” Annual Membership

- Empowerment \$100.00
- Independence \$250.00
- Opportunity \$500.00

The Arc of Haywood County relies on the generosity of people like you. We would like to acknowledge your membership in our newsletters and other public announcements. “Raising the Bar” members will be acknowledged in our newsletters and by displaying a plaque in our front office with your name inscribed.

- Yes, you may publicly acknowledge my membership
- No, I prefer not to be publicly acknowledged

Make checks payable to The Arc of Haywood Co.

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone () _____

Work/Cell Phone () _____

Email: _____

Please contact me about volunteer opportunities. If you know of someone who would like to become a member, please fill out the information below:

Name: _____

Address: _____

City/State/Zip: _____

The Arc of Haywood County, Inc.
407 Welch Street
Waynesville, NC 28786
Phone: (828) 452-1666, Ext. 308



**The
Arc**
of Haywood County[®]

“Helping Hands” Membership

Serving Individuals with
Developmental Disabilities
and their Families

www.arcofhaywood.org



Who We Are:

The Arc of Haywood County is a non-profit organization dedicated to serving individuals with developmental disabilities and their families. The Arc's comprehensive skill development training programs and activities in our group homes and independent living programs are designed and implemented based on individualized needs. This person centered approach is intended to empower individuals to maintain and enhance independence and quality of life while achieving community inclusion in the least restrictive living environment.

The association is governed by an eleven-member Board of Directors where no member of its governing board receives remuneration. The organization is supported by membership dues, donations, fund-raising efforts, grants, state and federal funds and contributions from agencies such as The United Way.



Your Membership Support Is so important because it Enables The Arc to:

- **CONTINUE** our efforts to advocate for the rights of citizens with developmental disabilities and their families.
- **PIONEER** innovative community-based residential and social programs to enhance community inclusion, independence and quality of life to the fullest extent possible.
- **PROMOTE** the research necessary to support children and adults with developmental disabilities and their families.
- **ENCOURAGE** progressive government policy. Both The State and National Arc offices provide full paid advocates to ensure that legislative actions are responsive to the needs of special people.
- **COMMUNITY AWARENESS** to inform and educate the public regarding the needs, rights and abilities of people with developmental disabilities.
- **DEVELOP** employment opportunities for consumers to ensure they receive the same opportunities as the general public to access employment opportunities. The Arc of Haywood County works closely With Haywood Vocational Opportunities (HVO), Vocational Rehabilitation (VR) and community businesses.

Your Arc Membership entities you to the following Benefits:

- The Arc Insight, our national newspaper
- The Arc Of Haywood county newsletter
- Reduced cost at conventions, conferences and special training
- Participation in the affairs of local, state and national Arc
- Discounted products and services such as life insurance, financial planning through Met-Life, major medical insurance and auto and home insurance
- Your membership is making a difference in the lives of people with developmental disabilities

Testimonies from Arc Constituents:

"I can go to staff when. need to for help. The Arc gives me a ride to work and back. Staff is good to me and we have good food but if I don't like something I don't have to eat it."

Sheri

"The Arc has helped me so much to get me where I am today. I will miss them when I move out on my own."

Mandi

"The Arc has done a lot for me and I can be with people in the group home and we do nice things together."

Paul

"The Arc has helped me live in my own house where I can use my own washer and dryer."

Tony

"It is such a relief to know that my child will be taken care of when I am no longer here. I appreciate everything The Arc has done for us."

Lois, parent of Arc resident

HART

THE HAYWOOD ARTS REGIONAL THEATER
*The Region's Award Winning Theatre Company at
the Performing Arts Center at the Shelton House
Celebrating 30 years*

February 18, 2014

TO: Eddie Caldwell
Finance Director
Town of Waynesville
P.O. Box 100
Waynesville, NC 28786

As you may know HART is engaged in a major expansion, with construction to begin shortly on a second facility as part of the Performing Arts Center at the Shelton House. This \$1.2 million project will provide the community with a valuable new resource and double HART's already significant economic impact on the community.

HART has currently raised over \$650,000 toward the total needed. It has been twenty years since we last approached the Town of Waynesville for a major contribution to a capital project. The Town's support in 1996 and 1997 helped us complete the Performing Arts Center, a facility which has benefited countless organizations and individuals. We are coming to you once again in hopes that you will consider a request of \$25,000 this year towards this project and the hopes that you may be able to offer a similar level of support next year. This will not be an ongoing request or expectation of support beyond this, as we are very much aware of the financial demands on the Town and the needs of others.

HART is currently celebrating its 30th Season of productions. In addition to producing over 300 productions, involving thousands on stage and off, HART donates its home to the AARP for free tax service in the winter and its parking lot, rest rooms and electricity to the Haywood County Farmers Market in the spring, summer and fall. This new facility will be an asset for all of these activities.

We would appreciate an opportunity to make a presentation to the Board of Alderman at any time you feel might be appropriate concerning this project. Thank you for your consideration of our request.

Sincerely,



Steven Lloyd
Executive Director
828 400 2633
harttheater@gmail.com

P.O. BOX 1024, Waynesville, NC 28786
Performing Arts Center at the Shelton House 250 Pigeon St.
www.harttheatre.com

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: March 25, 2014**

SUBJECT: Surplus Fire Pumper – Authorization for Sale to Haywood Community College

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 7-C
Department: Fire & Emergency Services
Contact: Joey Webb, Fire Chief
Presenter: Marcy Onieal, Town Manager

BRIEF SUMMARY: Upon delivery of the new Sutphen Fire Truck, which the Town purchased last year, the Fire Department took the 1988 Ford F-8000 pumper truck off-line and it has been declared surplus equipment. In trying to estimate fair market value, staff have researched current re-sale bids and asking prices nationally (from GovDeals and FireTruckMall.com) for closely comparable vehicles (see attached quotes). Current asking prices and/or bids range from a low bid of \$2100 for a 1991 Ford F700 pumper to a high asking price of \$12,000 for a 1991 Ford F8000 (identical newer model to our truck).

The Town has received an offer from Haywood Community College to purchase the vehicle for \$4,500 to use in their fire training programs, in the same fashion they have purchased the Town's surplus police vehicles to use for training purposes and campus security. Plans are underway to build a training facility at HCC for emergency services; Chief Webb serves on the design team for this facility, which will serve all emergency services and jurisdictions in Haywood County.

While the pumper truck has been surplus due to age and hours of usage, the truck is in good running condition and in fair physical condition, needing various body and rust repairs, which could be handled by college staff and students. This truck would serve as a valuable training tool for dual purposes, in the fire training academy, as well as the vehicle repair program. Currently, the college borrows fire vehicles from the Waynesville Fire Department for training purposes, meaning we must take a truck out of service and/or possibly risk delay in response time, while the vehicle is being used for training classes at the college. Having their own truck would eliminate some of the need to borrow in-service vehicles. This would benefit not only the Waynesville PD, but surrounding fire departments in the county as well.

MOTION FOR CONSIDERATION: *To authorize the sale of the surplus 1988 Ford F-8000 pumper truck to Haywood Community College at a purchase price of \$4,500.*

FUNDING SOURCE/IMPACT: \$4,500 proceeds from sale will accrue to the General Fund.

ATTACHMENTS:

- Letter from Haywood Community College dated December 6, 2013
- Examples of current pumper sales offers from GovDeals and FireTruckMall.com

MANAGER'S COMMENTS AND RECOMMENDATIONS: Although a slightly higher purchase price might possibly be achieved by advertising on GovDeals or similar site, by the time the Town pays the 7-10% administrative sales fee and adds the value of staff time and trouble associated with preparing an on-line bid process, it is doubtful that any additional proceeds would justify the loss of public value in keeping this vehicle operational for training purposes within Haywood County. Manager recommends approval as presented.

To: Joey Webb
Waynesville Fire Department
Town of Waynesville (NC)

From: Tonya S. Clark

Ref: Ford F-8000 Pumper Truck

December 6, 2013

On behalf of the Haywood Community College Workforce Development/Continuing Education division, We would like to submit a proposal to purchase the Ford F-8000 Pumper Truck that was recently retired from service with Waynesville Fire Department for \$4,500.00. The truck would provide valuable training opportunities for our fire/rescue training program. In addition, this purchase would impact not only the thirteen fire departments within Haywood County, but departments throughout the region and state who attend monthly training sessions and the annual Fire College at the college. With the building of the future Public Safety Training Complex, the truck would be a true asset with the increased training that the program would be able to provide.

We appreciate your time and consideration of this proposal. Please contact me for further discussion or questions. I look forward to talking with you soon.



Tonya S. Clark, BS, NREMT-P, RN
Director of Continuing Education



Deborah Porto, Ed.D.
Interim Exec Director, Workforce Development

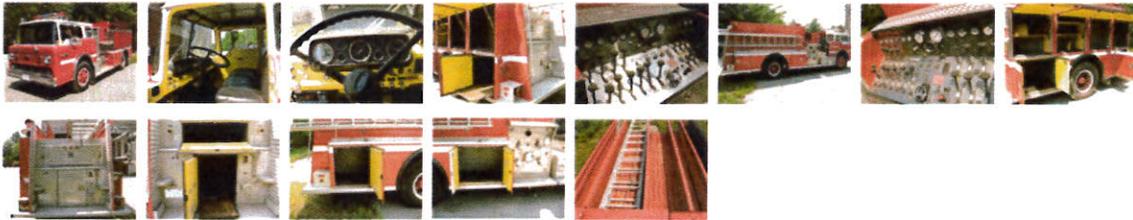


Toll Free: 866.285.9305

[HOME](#) [FIRE TRUCKS FOR SALE](#) [RECENT DELIVERIES](#) [TESTIMONIALS](#) [SERVICE](#) [ABOUT US](#) [CONTACT](#)



1988 Thibault / Ford C8000 Pumper



1988 Thibault / Ford C8000 Pumper

Ford C-8000 Chassis

Seating for 3

Caterpillar 250 HP Diesel Engine

5-Speed Manual Transmission

Hale 1250 GPM Top-Mount Pump

1000 Gallon Steel Tank

Driver's Side Discharges: 2 - 2.5"

Driver's Side Suction: 2 - 2.5", 1 - 4", 1 - 6"

Officer's Side Discharges: 2 - 2.5"

Officer's Side Suction: 2 - 2.5", 1 - 6"

2 - 1.5" Preconnect Crosslays

Additional Equipment not included with purchase.

GVWR: 30,000#

Stock#: 04105

\$10,000

For Additional Information,
Contact Brindlee Mountain at

1-866-285-9305 or

[Ask More Questions About This Truck](#)

[Print this page](#)



g+ f t Toll Free: 866.285.9305

HOME FIRE TRUCKS FOR SALE RECENT DELIVERIES TESTIMONIALS SERVICE ABOUT US CONTACT



1988 FMC Ford F8000 Pumper



1988 FMC Ford F8000 Pumper
 Ford F8000 Chassis
 Seating for 5
 Caterpillar 250 HP Diesel Engine
 Spicer 5 Speed Manual with 2 Speed Rear Transmission
 3208T Model Engine
 Hale 65M12H10P 1250 GPM Pump
 1200 Gallon Polypropylene Tank
 Driver's Side Discharges: 2 - 2.5"
 Driver's Side Suction: 1 - 2.5" & 1 - 6"
 Officer's Side Discharges: 2 - 2.5"
 Officer's Side Suction: 1 - 6"
 Front Discharges: 1 - 4"
 Rear Discharges: 1 - 2.5"
 4 - 1.5" Crosslays
 Deck Gun
 2 - 110AC Telescoping Lights

\$ 12,000

For Additional Information,
 Contact Brindlee Mountain at
1-866-285-9305 or
[**Ask More Questions About This Truck**](#)

[Print this page](#)

1983 Ford F600G Fire Truck



[More media](#)

Year	Make/Brand	Model	VIN/Serial	Miles	Title Restriction
1983	Ford	F600	1FDNF60H9DVA38554	101,377	No

Condition	Category	Inventory ID
See Description	Fire Trucks	Tower 1

1983 Ford F600G CONVENTIONAL CAB, 370 c.i. V8 GAS.

Starts and Runs. Still in service, so mileage may change. Odometer shows 1377.3 miles. Vehicle was maintained every 6 months. No known mechanical issues. GVW- 21200 lbs. Primary Use- Elevated Master Stream. New Clutch was installed recently. 1 passenger side compartment has minor damage. No A/C. Dash has some cracking. No Cracked Glass. No Radio. No on board tank or pump. Boom is hydraulic, and functions as it should.

Equipped with Power Steering.

NOTE- The Equipment that is shown in the pictures will not come with the truck, Sale is for TRUCK ONLY!!!. Thanks

Auction Ends: **3/21/14 3:00 PM ET**
 Remaining: **4 Days 3 Hrs**
This item is subject to an auto extension of the auction end time.
[Refresh Bid & Time](#)
 Tax: **0.0000%**
 Buyer's Premium: **12.50%**
 Starting Bid: **\$500.00**
 Bids: **19**
 High Bidder: **g*****n**
 Current Bid: **\$3,000.00**
 Bid Increment: **\$10.00**
 Minimum Bid: **\$3,010.00**
[Terms and Conditions](#)

288 visitors

» Seller Information

[Ask a question](#)

Seller Name: Grover Rural Volunteer Fire Department, NC

Asset Contact: [Louis Wilson](#) (Phone: 980-295-8898)

Asset Location: 206 S Main St
Grover, North Carolina 28073-9511
[Map to this location](#)

Q Inspection

Most items offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Inspection is by appointment only. Please see the contact above to schedule an inspection.

\$ Payment



Payment methods for this item are Wire Transfer, PayPal, or credit cards (Visa, Mastercard, American Express*, Discover) only. *American Express is not available for buyers on probation. PayPal and credit card purchases are limited to below \$5,000.00 and Bidders residing in the United States, Canada and Mexico Only. If the winning bid plus applicable taxes, if any indicated, and the buyer's premium, equals more than \$4,999.99, Wire Transfer must be used. If Wire Transfer is chosen, a Wire Transfer Transaction Summary page will provide payment and account information. The Wire Transfer must be completed within 5 days.

PAYMENT MUST BE MADE ONLINE -- To make online payment, log into your GovDeals account and select 'My Bids'. Please follow the instructions there.

Payment in full is due not later than five (5) business days from the time and date of the Buyer's Certificate. Payment must be made electronically through the GovDeals Website. Payment Methods are listed above.

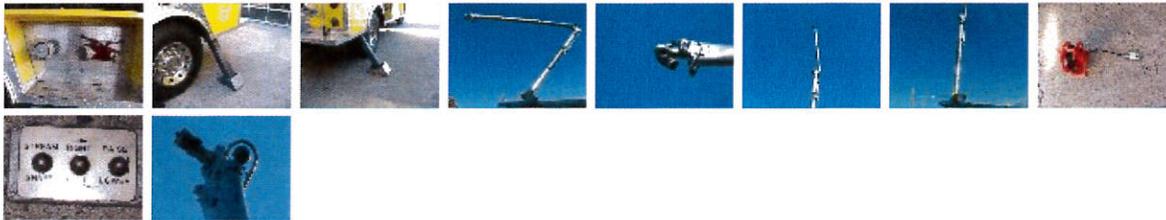
TAX EXEMPTION: Where taxes are applicable (see the Buyer's Certificate), Tax Exempt documents must be provided to this seller within 24 hours of the auctions close and before payment is made. Please see the contact below for any questions.

Removal

Property may be removed by appointment only and appointments must be made at least 24 hours in advance. All items must be removed within ten (10) business days from the time and date of issuance of the Buyer's Certificate.

The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. No Assistance will be provided. A daily storage fee of \$10.00 may be charged for any item not removed within the 10 business days allowed and stated on the Buyer's Certificate.

Media



Special Instructions

NOTICE: If you are the winning bidder and default by failing to adhere to this sellers terms and conditions your account with GovDeals WILL BE LOCKED.

Guaranty Waiver. All property is offered for sale 'AS IS, WHERE IS.' Grover Rural Volunteer Fire Department, NC makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. Please note that upon removal of the property, all sales are final.

Description Warranty. Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for misdescription must be made prior to removal of the property. If Seller confirms that the property does not conform to the description, Seller will keep the property and refund any money paid. The liability of the seller shall not exceed the actual purchase price of the property.

Questions and Answers

[Ask a question](#)

Q: what is the max height of elevated stream? what is the height of the truck with the boom down? (2/13/14 9:58 AM)

A: Its 35 foot stick, And the height of the truck is 11 feet 6 inch's tall. (2/14/14 2:30 PM)

Q: Is it gas or diesel. If diesel what engine brand? (2/13/14 10:07 PM)

A: It is a gas engine, 370-2v ford motor. (2/13/14 10:30 PM)

Q: what is the miles? (2/23/14 9:37 AM)

A: The mileage is 01377.3 (2/23/14 5:14 PM)

1991 Ford F700 Diesel Fire Truck



[More media](#)

VIN/Serial	Title Restriction	Condition	Category
1FDXK74A8MVA14043	No	See Description	Fire Trucks

1991 Ford F700 Diesel Fire Truck Small town Fire Dept closing MFG Luverne Fire Apparatus CO. Air Brakes, Auto Transmission Hale Pump System Mod # M650-30 500 Gal Water Tank Hose Reel Front Cross Lay Left Front Side discharge Rear Crosslay Deck Gun Left rear Side Discharge Several Hundred feet of 1.5 inch Hose, 2 Pistol Grip Nozzles Several Hundred feet of 2 inch Hose 2, 10FT sections of hard suction hose 1 Stokes Basket 1 Ground Monitor 1 Halogen Bar Emergency Lights and Siren, also has Elect. wind up Siren

Auction Ends: **3/24/14 3:00 PM ET**
 Remaining: **7 Days 3 Hrs**
[Refresh Bid & Time](#)
Reserve Not Met
 Tax: **0.0000%**
 Buyer's Premium: **5.00%**
 Starting Bid: **\$500.00**
 Bids: **8**
 High Bidder: **K*****t**
 Current Bid: **\$2,100.00**
 Bid Increment: **\$25.00**
 Minimum Bid: **\$2,125.00**
[Terms and Conditions](#)

314 visitors

Seller added the following information on 3/13/2014 3:09 PM:

Was test Driven last week and it is still running good. It is an automatic and it has a GVWR rating of 30,000

» Seller Information

[Ask a question](#)

Seller Name: Newburg, MO

Asset Contact: [Marilyn Miller](#) (Phone: 573-762-2315)

Asset Location: 191 Main St
Drawer K
Newburg, Missouri 65550-9102
[Map to this location](#)

Q Inspection

Most items offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Inspection is by appointment only. Please see the contact above to schedule an inspection.

\$ Payment

Wire Transfer

Wire Transfer is the only payment option for this item. The Wire Transfer Transaction Summary page will provide payment and account information. The Wire Transfer must be completed within 5 days.

PAYMENT MUST BE MADE ONLINE -- To make online payment, log into your GovDeals account and select 'My Bids'. Please follow the instructions there.

Payment in full is due not later than five (5) business days from the time and date of the Buyer's Certificate. Payment must be made electronically through the GovDeals Website. Payment Methods are listed above.

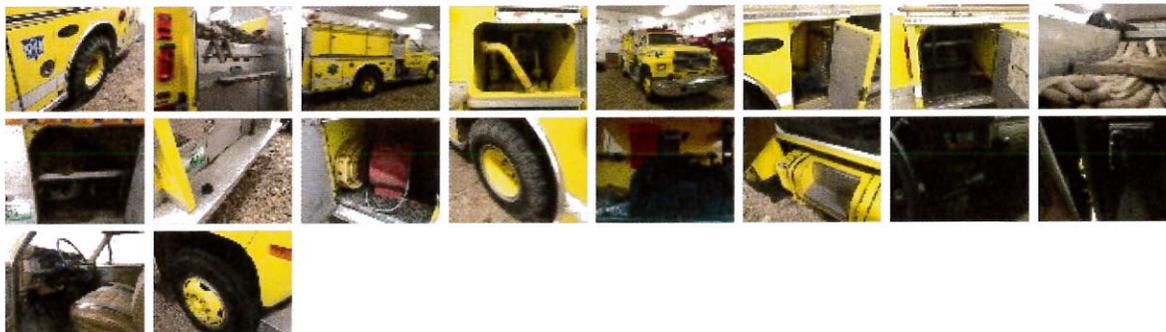
TAX EXEMPTION: Where taxes are applicable (see the Buyer's Certificate), Tax Exempt documents must be provided to this seller within 24 hours of the auctions close and before payment is made. Please see the contact below for any questions.

Removal

Property may be removed by appointment only and appointments must be made at least 24 hours in advance. All items must be removed within ten (10) business days from the time and date of issuance of the Buyer's Certificate.

The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. No Assistance will be provided. A daily storage fee of \$10.00 may be charged for any item not removed within the 10 business days allowed and stated on the Buyer's Certificate.

Media



Special Instructions

NOTICE: If you are the winning bidder and default by failing to adhere to this sellers terms and conditions your account with GovDeals WILL BE LOCKED.

Guaranty Waiver. All property is offered for sale 'AS IS, WHERE IS.' Newburg, MO makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. Please note that upon removal of the property, all sales are final.

Description Warranty. Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for misdescription must be made prior to removal of the property. If Seller confirms that the property does not conform to the description, Seller will keep the property and refund any money paid. The liability of the seller shall not exceed the actual purchase price of the property.

Questions and Answers

[Ask a question](#)

Q: can you take a better picture of the vehicles GVRW rating? (3/10/14 1:06 PM)

A: Sorry unable to take a pic for you at this time but the rating is 30,000 (3/11/14 11:07 AM)

Q: Is the engine a 427 gas engine? (3/10/14 8:25 PM)

A: No this is a 7.8 L I-6 Ford Diesel 210 hp (3/11/14 11:08 AM)

Q: Hello, I was curious about the running condition of the fire truck. I don't see anything in the description about whether or not it runs, and the status of the equipment on the truck. (3/10/14 10:22 PM)

A: To the best of my Knowledge vehicle was operational when last used and the equipment was in good condition per our Assistant Fire Chief response. (3/11/14 11:12 AM)

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: March 25, 2014**

SUBJECT: Community Video Showcase

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 8-C
Department: Administrative Services
Contact: Andrew Bowen, Management Assistant
Presenter: Andrew Bowen, Management Assistant

BRIEF SUMMARY:

Last month the town was contacted by CGI Communications Inc. to participate in a marketing campaign for towns and cities. For a background, CGI Communications is located in Rochester, New York and has the over-arching goal to increase awareness for communities and businesses across the United States. With this goal, CGI has worked closely with the United States Conference of Mayors and the National League of Cities in order to film a network of community profiles showing the unique characteristics of America's small towns. If the Town chooses to participate, the town will be able to create a series of 3 to 5 minute marketing videos that will highlight The Town of Waynesville, its businesses and economy, hospitality and tourism, and our natural resources and environment. The video will be recorded at no charge this summer by a professional videography staff. Upon completion, the series will be available for the town to use on any medium such as the website and social media outlets. Another service that CGI will provide at no charge will be uploading the film series to relocate.com, a premier site for those looking to relocate or buy a secondary home.

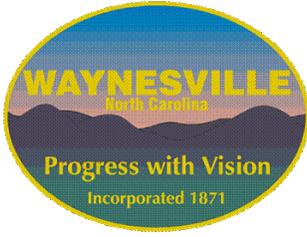
MOTION FOR CONSIDERATION: *To authorize staff to work with CGI Communications to develop a series of video clips under the auspices of the National League of Cities' and US Conference of Mayors' Community Video Showcase Program as presented.*

FUNDING SOURCE/IMPACT: N/A; there is no cost to the Town; CGI recoups it's investment through business sponsorships

ATTACHMENTS:

- Draft of Introductory Letter from TOW to local businesses
- FAQ about CGI (Frequently Asked Questions)
- Sample video will be shown during the board meeting on March 25

MANAGER'S COMMENTS AND RECOMMENDATIONS: The series of videos, to be produced, will provide the Town high quality short informative PR pieces that can be used in multiple media and will serve as an excellent vehicle for promoting the Town of Waynesville as a superior place in which to live, work and play. Manager recommends approval as presented.



TOWN OF WAYNESVILLE

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

Mayor

Gavin Brown

Board of Aldermen

Gary Caldwell

Julia Freeman

Wells Greeley

LeRoy Roberson

Town Manager

Marcy Onieal

March 21, 2014

Dear Valued Business Owner:

The Town of Waynesville is excited to announce the launch of a new program that we feel will have a significant impact on the promotion of our wonderful community. Through the Community Showcase Program, cosponsored by the National League of Cities and the U.S. Conference of Mayors, the Town has entered into an agreement with CGI Communications to produce a series of streaming online videos highlighting all our community has to offer its residents, visitors, and businesses.

CGI is a leader in online marketing solutions, working with thousands of communities and businesses nationwide. With an easily viewable interface on the official town website (www.WaynesvilleNC.gov) their video program will encourage viewers to learn more about area attractions, economic development opportunities, quality of life, and so much more.

In addition to the videos being on the town's official web site, they will also be featured on Relocate.org, the largest relocation network in the nation. The Town of Waynesville, NC is dedicated to highlighting the advantages of living and working in our community, and we feel that this program can do just that!

A representative of CGI Communications will be contacting you with an opportunity to take advantage of their innovative digital media tools and services. We encourage you to consider supporting this program, which we feel is truly a win-win for all involved.

Best Regards,

Marcy Onieal
Town Manager of Waynesville



Frequently Asked Questions

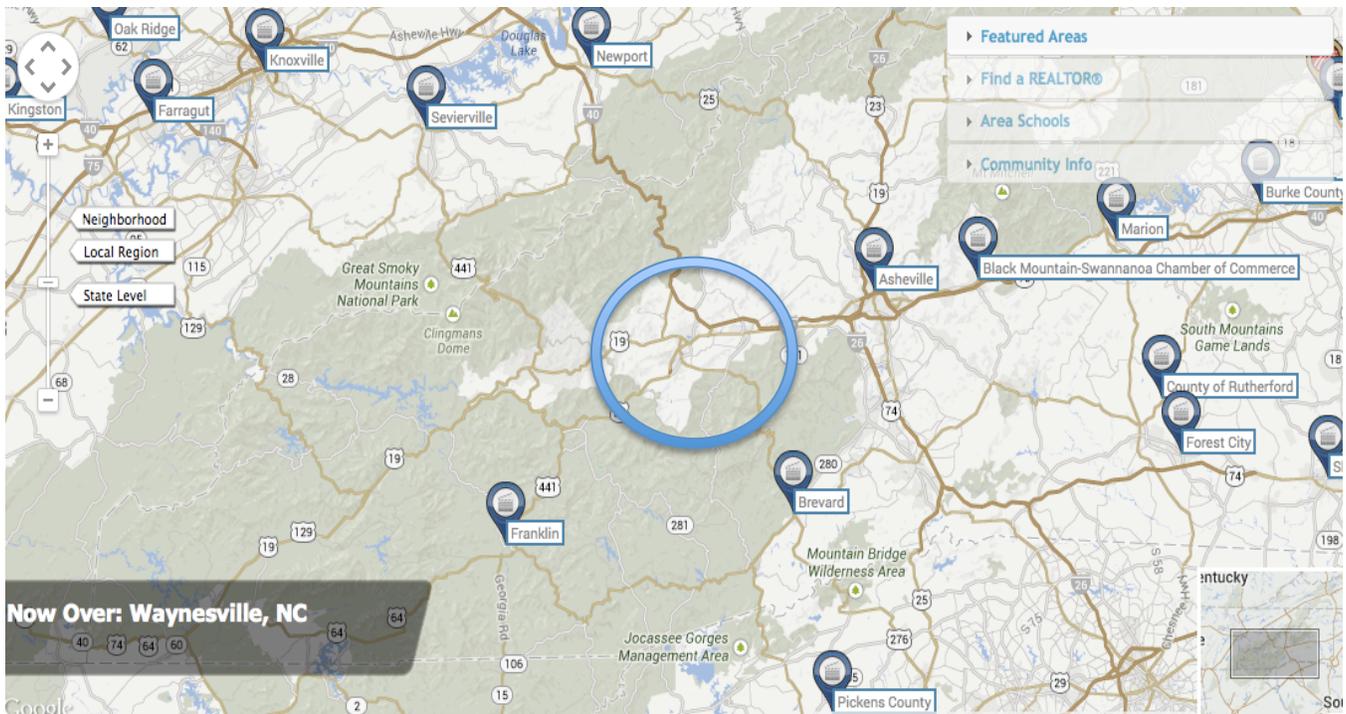
- ◆ **Who is CGI Communications, Inc.?**
Formed in 1988, CGI Communications, Inc. is the leading provider of high-impact marketing solutions to communities and small businesses. CGI is one of Upstate New York's top growth companies, receiving multiple Top 100 Awards in the Greater Rochester Area.
- ◆ **Are there any hidden costs?**
No, there is never a point where your municipality will ever see an invoice for any services we provide.
- ◆ **What if no businesses sign up for sponsorship?**
Even if zero sponsors participate, your Community will still receive the program at no cost. There is no threshold or minimum sponsorship requirement.
- ◆ **How long is the production time line?**
The welcome video can be completed with in a few weeks. The entire video production is typically about 12 -14 weeks, but can vary depending on what time of year filming is preferred.
- ◆ **What is the relationship between CGI and the United States Conference of Mayors and the National League of Cities?**
CGI works closely with the USCM and NLC to provide a myriad of digital marketing tools to showcase and promote individual municipalities nationwide. Our Community Showcase Program is an opportunity that both members and non-members can participate in.
- ◆ **Who fulfills the sponsorship element of the Community Video Program?**
CGI takes care of all sponsorship fulfillment, however if your community would like to recommend businesses to have the first right of refusal, we encourage and welcome you to do so.
- ◆ **Do we have a choice of what season we are filmed in?**
Absolutely! It is our goal to film municipalities in the season you feel best represents your community as a whole.
- ◆ **Do we need an Official Representative in our Welcome video?**
Absolutely not! It is your community's choice on whether or not you would like to have a civic leader represented in the welcome video.
- ◆ **Does our city have a choice in what type of establishments can participate in the sponsorship fulfillment?**
Of course! Your community has a say in the types of businesses that are featured. We simply need to know prior to the beginning of the sponsorship fulfillment campaign. For further information, please request CGI's Sponsor Policy.
- ◆ **What is relocate.org?**
Relocate.org is the largest online community video network in the nation to assist those relocating. By partnering with CGI, your completed video program will be showcased on relocate.org at no cost to garner more exposure for your wonderful community.
- ◆ **Is there a special rate for non-profit organizations that want to get involved?**
We provide a Community Organizations chapter that creates an opportunity for local non-profits to garner exposure on our program at no-cost.

CGI Communications

If we choose to participate, the filming of the community profile series will be shot during CGI's summer filming session.

What we get at no charge:

- A professionally filmed community profile, showcasing the Town's assets
- The series will be formatted in a way that we can upload to any outlet we choose such as our website or Facebook page
- CGI will upload the series to Relocate.org, which is the largest online community video network in the nation.



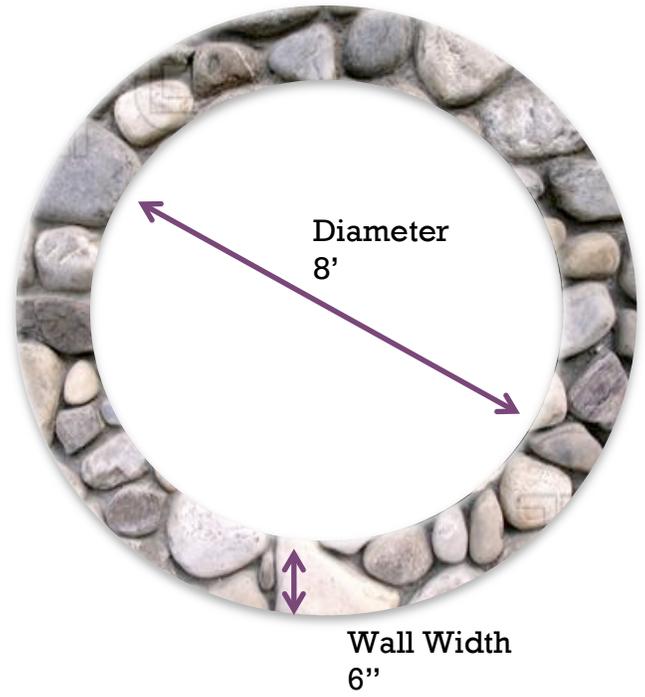
Chasing Tadpoles Relocation Project

Site Specifications



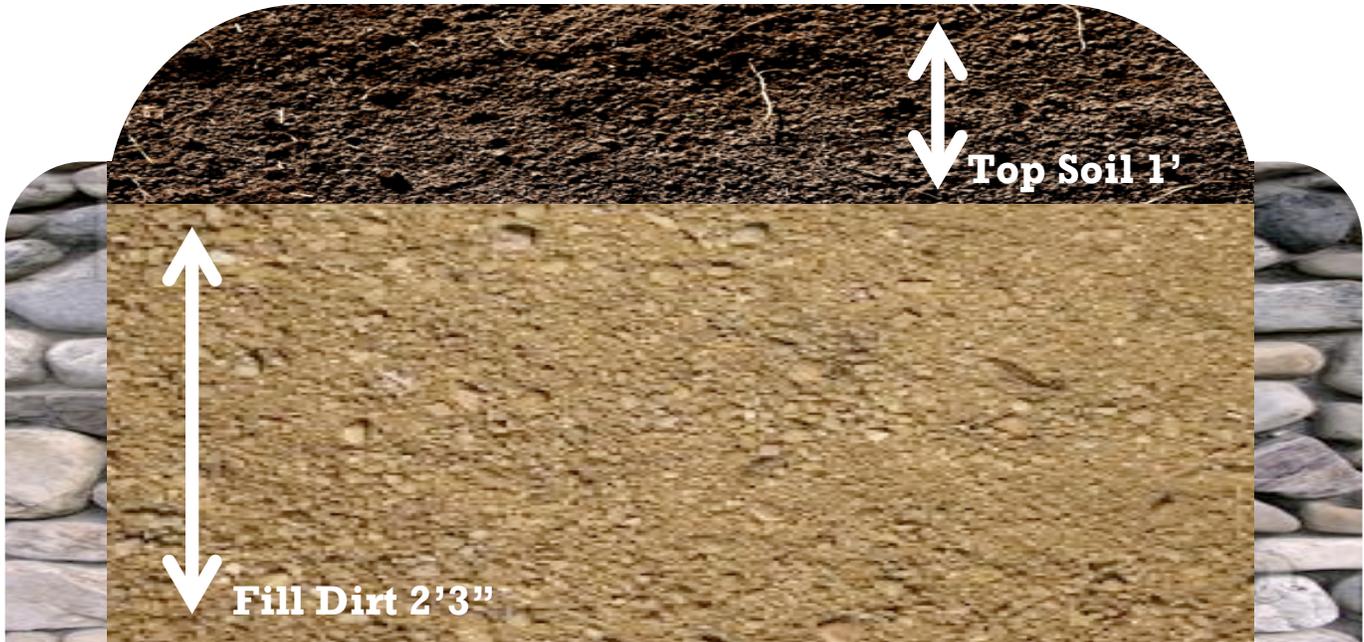
Wall Design Specifications:

Material:
Smooth Stone



Inside Wall Material:

Material:
Fill Dirt
Top Soil



Town Facebook Page Analysis



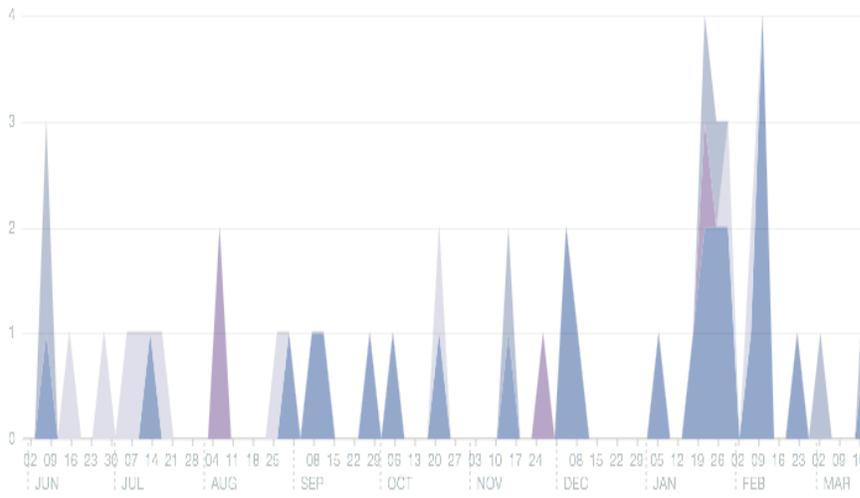
Page Likes

Total Page Likes



Like Sources

On Your Page, Uncategorized Mobile, Page Suggestions, Search, Others



Country	Your Fans
United States of America	403
Canada	2
United Kingdom	2
Guatemala	1
Netherlands	1
Germany	1
Mexico	1

The people who like your Page

Women

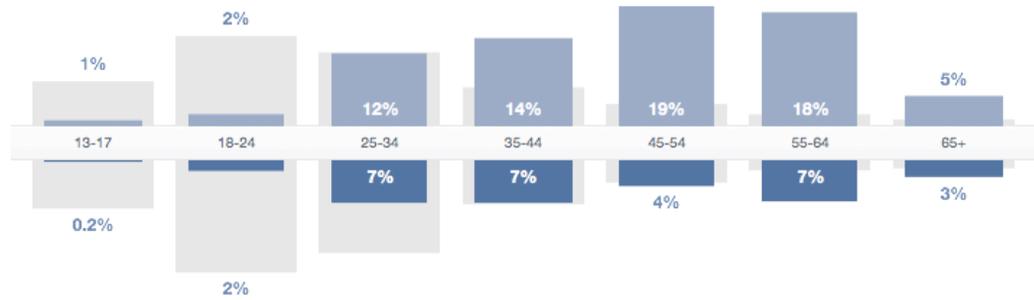
71% Your Fans

46% All Facebook

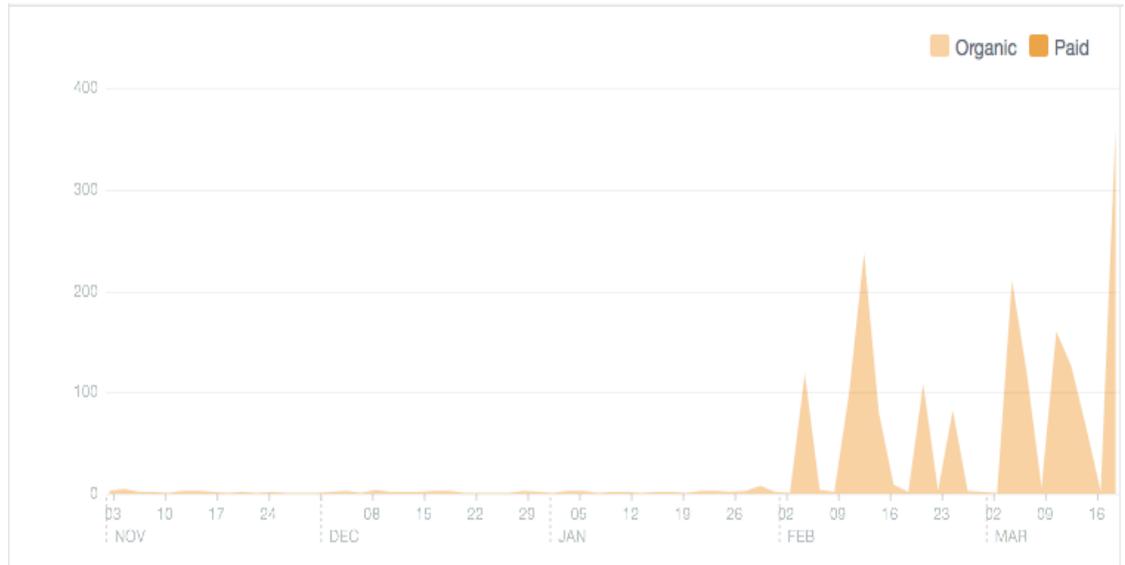
Men

29% Your Fans

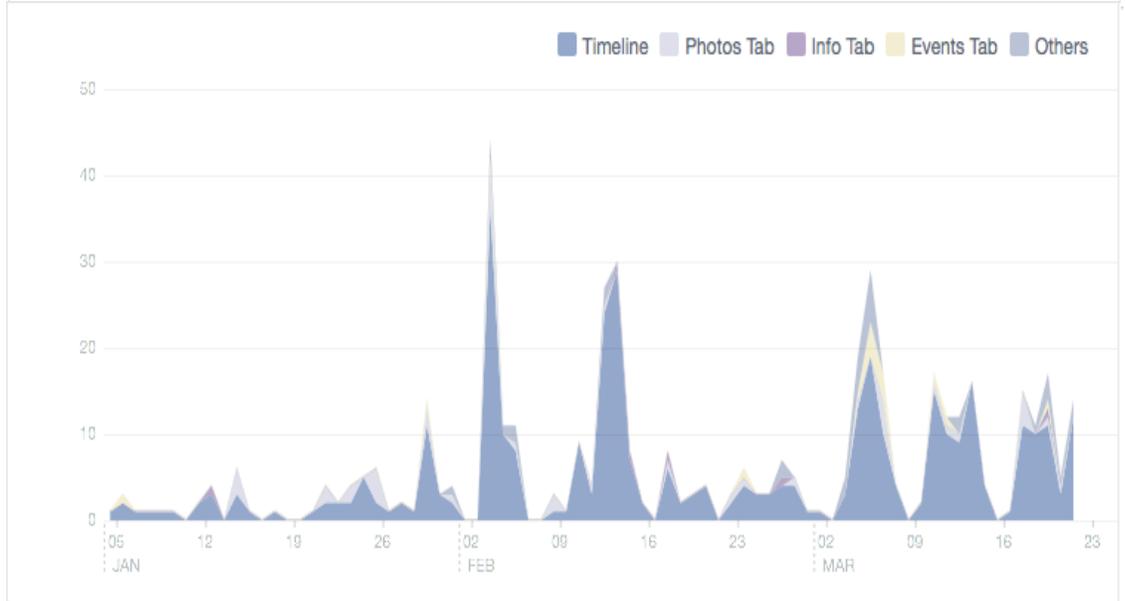
54% All Facebook



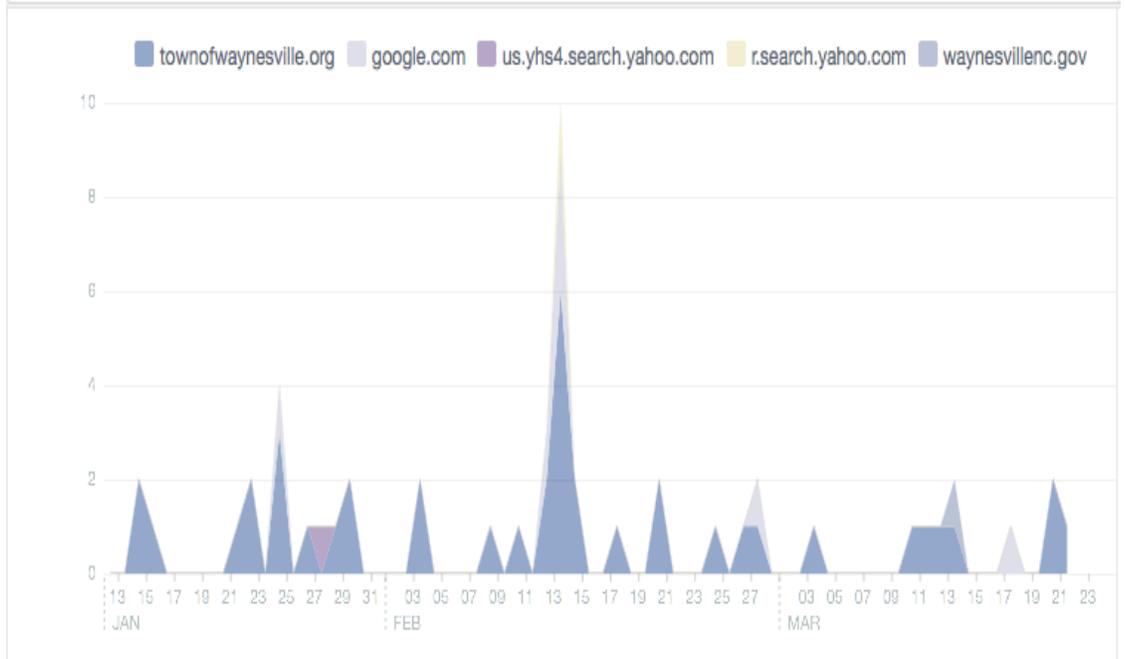
Reach



Visits



How we are being found



Celebrating Arbor Day with Education (17 photos)

Today the Horticulture Department led its 8th annual Arbor Day celebration — at Waynesville Recreation center.



Historic Fact of The Week

Frog Level a four-acre district, which was added to the National Historic Register in 2003, is located two blocks west of Main Street. Frog Level derives its name from its location along the bottomland of Richland... [See More](#)



Please be informed that the Town of Waynesville Water Dept. will have the right lane/southbound lane closed on Crymes Cove Road today, Thursday, March 13, 2014. This lane closure will be on Crymes Cove Road from Hwy 276/Pigeon Road to Francis Orchard Road for a water line repair. The work will begin at 8:30am and should be completed by 1:00pm today. Traffic signs will be in place. If you have any questions, please call 456-3706.

Like · Comment · Share

Joe Russell likes this.

Write a comment...

75 people saw this post

Boost Post

Installing Signs at the Depot Street Mini Park (11 photos)

The Town of Waynesville Public Art Commission (WPAC) just installed two new signs at the Depot Street Mini Park, in order to designate Wildflowers of the Smokies and the Gateway to the Smokies Historic Archway. — in Waynesville, NC.



Like · Comment · Share

5

20 people like this.

Top Comments

Write a comment...

Barbara Sherrill My grandfather Rufus Marcus had a taxi stand across the street from the depot and Uncle Ira Marcus had a cafe on the corner and served home cooked meals cool May Loading... Like · Reply · March 17 at 6:55pm · Edited

Town of Waynesville, North Carolina This is great information, thank you for your reply. It is always great to hear about personal experiences and family history in Waynesville, NC.

Like · March 17 at 7:38pm

Write a reply...

Diane Templeton O'Malley Good stuff Unlike · Reply · 1 · March 19 at 9:07am

View 2 more comments

737 people saw this post

Boost Post

Website Update

The screenshot displays the Town of Waynesville, NC website. At the top left is the town logo. To the right is a search bar and a list of links: CUSTOMER SERVICE CENTRAL, CONTACT US, and CALENDAR. Below these are navigation tabs for RESIDENTS, BUSINESS, ABOUT WAYNESVILLE, DEPARTMENTS & SERVICES, and GOVERNMENT. The main content area features a section titled "Events Around Town Starting This Spring" with a grid of event posters including Apple Harvest Festival, Main Street Mile, Mountain Dance & Folk Festival, Appalachian Lifestyle Celebration, Folk Moot USA, and Quick Draw. Below the posters is a list of event names. To the right of the events are six circular icons for Directory, Online Bill Payment, Employment Opportunities, Ask a Question, Sign up for Information, and Website Survey. Below these icons is a "THIS WEEK" section with a "Historic Fact of the Week" about the Civil War. At the bottom left is a map with "Map" and "Satellite" options.

Town of Waynesville, NC

search

CUSTOMER SERVICE CENTRAL
CONTACT US
CALENDAR

RESIDENTS BUSINESS ABOUT WAYNESVILLE DEPARTMENTS & SERVICES GOVERNMENT

Events Around Town Starting This Spring

APPLE HARVEST FESTIVAL
MAIN STREET MILE
MOUNTAIN DANCE & FOLK FESTIVAL
Appalachian Lifestyle Celebration
FOLKMOOT USA
Quick DRAW

ART ATFER DARK
WNC QUICK DRAW
ROCKIN' BLOCK PARTY
APPALACHIAN LIFESTYLE CELEBRATION
MOUNTAIN STREET DANCE
STARS & STRIPES CELEBRATION
INTERNATIONAL FESTIVAL DAY
FOLKMOOT
DOWNTOWN DOG WALK
MAIN STREET MILE
SMOKY MOUNTAIN FOLK FESTIVAL
CHURCH STREET ART & CRAFT SHOW
APPLE HARVEST FESTIVAL
TREATS ON THE STREET
A NIGHT BEFORE CHRISTMAS

Directory
Online Bill Payment
Employment Opportunities
Ask a Question
Sign up for Information
Website Survey

THIS WEEK

Historic Fact of the Week

The final shots of the Civil War, east of the Mississippi River, were fired near Sulphur Springs.

During the Civil War, news traveled slowly to Western North Carolina and because of this, the Civil War continued in the area

Map Satellite

On the agenda

1. Going through all departmental pages
2. Adding pictures on every page
3. Make all information easy to find
4. Make the "About Waynesville" tab a true tool for attracting visitors and home buyers

Live Versus Edit Mode

HOME > DEPARTMENTS & SERVICES

DEPARTMENTS & SERVICES

- Administrative Services
- Development Services
- Finance
- Fire Department
- Human Resources
- Parks & Recreation
- Police
- Public Services
- Purchasing

Administration

Includes the Town Manager's Office and Town Clerk. The Manager is the chief administrator and is responsible for implementing Town Council policies and developing the annual budget. The Town Clerk maintains the Town's records, provides support to the Board of Aldermen, and provides information to citizens and the news media.

Development Services

Prepares growth management policies; land use, transportation and housing plans; analyzes demographics; and maintains maps. It handles zoning, annexation, development plan review, and sign and temporary use permits.

Inspections

Handles building, mechanical, electrical, and plumbing code inspections. It enforces minimum housing standards, and reviews construction plans.

Finance

Responsibilities include budget management, accounting, debt administration, payroll, utility billing and collection, and purchasing.

Fire



HOME > DEPARTMENTS & SERVICES

DEPARTMENTS & SERVICES

HTML 

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Heading 2 Styles 

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Previous Versions