



Town of Waynesville, NC

Board of Aldermen Regular Meeting

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

Date: July 28, 2020

Time: 6:30 p.m.

The agenda and all related documentation may be accessed electronically at www.waynesvillenc.gov.
Click on "Government/Mayor & Board" to download materials for town board 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 eward@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

2. Adoption of Minutes

Motion: To approve the minutes of the June 23rd, 2020 regular meeting as presented (or as corrected)

B. PUBLIC COMMENT

C. CALL FOR PUBLIC HEARING

3. Call for a Presentation and Public Hearings on the Town of Waynesville Comprehensive Plan, Waynesville 2035: Planning with Purpose to take place August 11 and September 8, 2020.

- Elizabeth Teague, Development Services Director

Motion: To call for a public hearing on Tuesday, August 11, 2020 and September 8, 2020 beginning at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose of the public hearing is for a presentation on the Town of Waynesville Comprehensive Plan, "Waynesville 2035: Planning with Purpose"

D. PUBLIC HEARING

4. Conditional District Map Amendment Application submitted by Ingles Markets located at 856 Russ Avenue, 135 Barber Boulevard, 259 Barber Boulevard, 75 Barber Boulevard, and two additional vacant outparcels

- Byron Hickox, Land Use Administrator

1. **Motion: to adopt a Consistency Statement indicating that the project is reasonable and consistent with the 2020 Land Development Plan.**
2. **Motion: to approve, deny, or approve with conditions a Conditional District Map Amendment for the Ingles Shopping Center at Russ Avenue and Barber Boulevard.**

E. NEW BUSINESS

5. Request Approval of The Mercer Group to administer the Classification and Compensation Study

- Amie Owens Assistant Town Manager

Motion: To approve The Mercer Group to administer the Classification and Compensation Study and approve contract to begin effective July 28, 2020 and to approve the comparable employers for the market analysis.

6. West Marshall St. Restroom Project – Award of Contract

- Rhett Langston, Recreation Director

Motion: To approve contract to Shick Construction in the amount of \$135,480.00 or other consideration

7. Appointments for Boards and Commissions

- Amie Owens, Assistant Town Manager

ABC Board – (1) vacancy (3-yr term ending June 30, 2023)

5 Applicants: Lori Farrell

Gary Lance

Katherine Smith

Jack Swanger – Currently serving since 2008

Fred Waring

Cemetery Committee – (7) vacancies

Two members will serve a one-year term

Two members will serve a two year term

Three members will serve a three year term

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

July 28, 2020

- 3 -

7 Applicants: Elizabeth (Buzzie) Atkinson – Currently serving
James (Jim) R. Burke – Currently serving
Edwin Fish – Currently serving
Sandy Giles – Currently serving
Randy Mathis – Currently serving
Warren Putnam
William (Bill) Revis – Currently serving

Historic Preservation Commission – (2) vacancies (3-yr term ending June 30, 2023)

4 Applicants: Rodney Conard
William (Bill) Revis – Currently serving since 2017
Merritt Tonger
Gregory Wheeler

Planning Board – (3) vacancies (3-yr term ending June 30, 2023) – (2) for Town representatives * (1) vacancy for ETJ Representative

7 Applicants: Stuart Bass - In the ETJ
William Travis Collins
Joseph Lapari
Robert Herrmann – Currently serving since 2014
Jason Ray Rogers – Currently serving since 2017
John Thornton (Tommy) Thomas, Jr.
Gregory Wheeler

Public Art Commission – (3) vacancies (3-yr term ending June 30, 2023)

3 Applicants: Steve Lloyd – Currently serving since 2017
Vicki Mangieri
Sam McCarson

Recreation Commission – (4) vacancies (3-yr term ending June 30, 2023)

6 Applicants: Eva Hansen
Susan Rudnick
Dan Shultz – Currently serving since 2017
William (Bill) Skelton
Mark Tongen
Laura Turner

Waynesville Housing Authority – (1) vacancies (5-yr term ending June 30, 2025)

3 Applicants: Keri Guidry
Dr. Kae Rivers Livsey
Jamy Sheppard

Zoning Board of Adjustment - (1) vacancy* (3-yr term ending June 30, 2023)

*(1) – Alternate

6 Applicants: Stuart W. Bass
William Travis Collins
Robert Herrmann
Joseph Lapari
John Thornton (Tommy) Thomas, Jr.
Gregory Wheeler

Motion: To appoint [candidate's name] to [name of board/commission] for [terms as indicated above]

8. Agreement to use water supply Balsam Willets Ochre Hill Fire Department

- Fire Chief, Joey Webb

Motion: To approve the agreement to allow access to fire hydrant located at the NCDOT rest area on Highway 23/74

F. COMMUNICATIONS FROM STAFF

Manager's Report

- Manager Rob Hites

9. Renewal of Forest Steward's Contract to manage Watershed

Motion: To approve renewal of Forest Steward's Contract for Fiscal Year 2020/2021

Town Attorney Report

- Town Attorney Bill Cannon

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

10. Consulting Proposals for Town of Waynesville Task Force on Homelessness

- Amy Murphy-Nugen, MSW, PhD

Motion: To approve the contract with Dr. Murphy-Nugen and funding proposal option A or B.

Motion: Approve Budget Amendment number 1 to the Fiscal Year 2020-2021 Budget Ordinance.

11. Consideration of televising Board Meetings

- Alderman Chuck Dickson
- Alderman Jon Feichter

12. Discussion about speeding/traffic

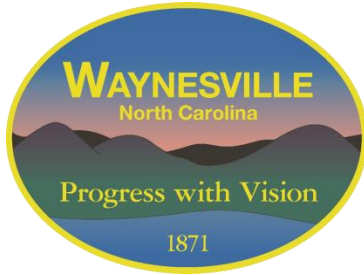
- Alderman Jon Feichter

H. CLOSED SESSION

13. Enter into Closed Session For discussion of the annual evaluation of the Town Manager NCGS 143-318.11(a)(6) – Personnel

Motion: To enter into closed session for annual evaluation of Town Manager

I. ADJOURN



TOWN OF WAYNESVILLE

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

CALENDAR August 2020

2020	
Tuesday August 11	Board of Aldermen Meeting – Regular Session
Sunday August 23	Drug Epidemic Awareness Walk – Walk Across America
Tuesday August 25	Board of Aldermen Meeting – Regular Session
Monday September 7	Town Offices Closed – Labor Day
Tuesday September 8	Board of Aldermen Meeting – Regular Session
Tuesday September 22	Board of Aldermen Meeting – Regular Session
Tuesday October 13	Board of Aldermen Meeting – Regular Session
Tuesday October 27	Board of Aldermen Meeting – Regular Session
Thursday October 31	First UMC Trunk or Treat
Tuesday November 10	Board of Aldermen Meeting – Regular Session
Wednesday November 11	Town Offices Closed – Veterans Day
Tuesday November 24	Board of Alderman Meeting- Regular Session
November 26 & 27th	Town Offices Closed – Thanksgiving Holidays
Tuesday December 8	Board of Aldermen Meeting – Regular Session
December 24, 25 & 28th	Town Closed – Christmas Holidays
Saturday June 5, 2021	Oasis Shriners Spring Celebration Parade

Board and Commission Meetings – August 2020

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN

Regular Meeting

June 23, 2020

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, June 23, 2020 at 6:30 p.m. 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 6:30 pm with the following members present:

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

The following staff members were present:

Rob Hites, Town Manager
Amie Owens, Assistant Town Manager
Eddie Ward, Town Clerk
Town Attorney William Cannon
Ben Turnmire, Finance Director
Jeff Stines, Interim Public Services Director
Lt Chris Chandler
Lt. Tyler Trantham
Lt. Brandon Gilmore
Assistant Fire Chief Chris Mehaffey
Byron Hickox, Land Use Administrator

The following media representatives were present:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Caldwell welcomed everyone. He reminded everyone that the first meeting of the Homelessness Task Force will be held by Zoom on June 25th from 6:00 – 7:00 pm. He mentioned that he was very happy to see Main Street busy once again.

2. Adoption of Minutes

A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman, to approve the minutes of the June 9th, 2020 Regular Meeting as presented. The motion carried unanimously.

B. PUBLIC COMMENT

Town Attorney William Cannon asked if there were any public comments.

Jon Lynn McDermott
183 Mill Street
Waynesville, NC 28786

Ms. McDermott stated that she felt the many business and residents and residential properties are being affected by discarded used needles. She said she was speaking for approximately 273 citizens who are concerned about the large number of needles that are being found in several areas of the Town. Ms. McDermott asked the Mayor and Aldermen to consider options to stop the problem, and she referred them to the pictures of the May 2, 2020 clean up that had taken place in Frog Level.

Peggy Hannah
268 Hemlock Street
Waynesville, NC 28786

Ms. Hannah addressed the issue of supporting the Waynesville Police Department by funding Career Track in the FY 2020-2021 Budget. She said this would keep qualified officers and allow them to advance in their career. She said the Police Department serves every citizen and she felt that some of the appropriations needed to be looked at and adjusted to accommodate the Police and put the citizens first.

She addressed the number of used needles that are being found in areas of Waynesville. Ms. Hannah said this problem needs to be resolved, and she asked the Board to form a Community Watch program. She stated that she had spoken with a lot of people who are interested in getting things done for the Town.

Jean Parris
Drugs in Our Midst

Ms. Parris explained to the Board that she is partnered with North Carolina Harm Reduction and addressed the syringe issue. She said that when her group went out looking for the needles, they found very few. She said the proper procedure to follow was to call the Police Department and inform them that dirty syringes have been found, and they will handle them appropriately. It is very dangerous to be picking up needles without the proper PPE. Ms. Parris said she did not condone users or dirty needles, and she asked for people who see these needles to tell her so it can be handled properly. She asked that the right thing to be done.

Jesse Lee Dunlap
28 Georgia Avenue
Waynesville, NC 28786

Ms. Dunlap gave statistics that contribute to the housing shortage in Haywood County. She said that short term rentals made up 98% of rentals in the County, and that meant only 17 long-term rental options for people who reside in the County and over 1,400 for tourists. With COVID-19 the options changed even further which has pushed people out on the streets with no place to stay. Increases in homelessness relates to an increase in overdoses. She asked the Board to address the issue of housing in the Town with more affordable housing.

**Patricia Meyer
194 Meadow St
Waynesville, NC 28786**

Ms. Meyer expressed her concerns about areas in her neighborhood where homeless are staying in run down houses and garages. She said she is concerned for her safety and her grandchildren's safety. Ms. Meyer said that Pathways is being advertised outside the County as a homeless shelter and she feels that this should only be for Haywood County residents.

C. PRESENTATION

3. Southwestern NC Home Consortium- Cooperation Agreement – For Home Investment Partnership Act

- Sarah Thompson, Executive Director Southwestern Commission

SOUTHWESTERN NC HOME CONSORTIUM

The HOME Investment Partnerships Program (HOME) provides formula grants to States and localities that communities use – often in partnership with local nonprofit groups – to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

HOME funds are awarded annually as formula grants to participating jurisdictions. The program's flexibility allows States and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements, or rental assistance or security deposits.

HOME funds can be used in a variety of ways to support a consortium's homeownership activities: home-owner occupied rehabilitation programs, direct homebuyer assistance (down payment and/or closing costs), development of for-sale housing and low-income rental housing, rental assistance, or for other reasonable and necessary expenses related to the development of non-luxury housing including site acquisition or improvement, and demolition of dilapidated housing.

The eligibility of households for HOME assistance varies with the nature of the funded activity. For rental housing and rental assistance, at least 90% of the benefitting families must have incomes that are no more than 60% of the HUD-adjusted median family income for the area. In rental projects with

five or more assisted units, at least 20% of the units must be occupied by families with incomes that do not exceed 50% of the HUD-adjusted median. The incomes of households receiving HUD assistance must not exceed 80% of the area median. HOME income limits are published each year by HUD.

Generally, units of local government form consortia to access direct formula allocations of HOME funds to support housing activities and programs. States are automatically eligible for HOME funds and receive their formula allocation or \$3million, whichever is greater. Local jurisdictions eligible for at least \$500,000 under the formula also can receive a direct allocation. The formula allocation considers the relative inadequacy of each jurisdiction's housing supply, its incidence of poverty, its fiscal distress, and other factors.

Those communities that do not qualify for an individual allocation under the formula can join with one or more neighboring localities in a legally binding consortium whose members' combined allocation would meet the threshold for direct funding.

Those communities who do not receive a direct allocation or who are not part of a consortium can participate in HOME by applying for program funds made available by their State. In North Carolina the HOME program funds are made available through the North Carolina Housing Finance Agency (NCHFA). It should be noted, that the same communities that receive direct allocations and those that receive allocations through a consortium can also access the NCHFA programs.

Under current funding levels the proposed consortium would have funding of approximately \$670,000. The net funding level after deducting administrative fees used to run the program would be approximately \$600,000.

There are two match requirements both of which potentially will not require local jurisdiction participation: During the first year of the program a new consortium must meet the difference between its formula allocation (approximately \$670,000) and the first-time participation threshold of \$750,000, with local funds and/or non-federal funds. The Southwestern Commission is working with the Dogwood Health Trust's Leverage Fund, which will provide the initial \$80,000 match for the region.

There is also a 25% on-going match requirement on all funds drawn from the consortium's HOME Investment Trust Fund treasury account in that fiscal year. The 25% non-federal match can be in the form of cash, assets, labor or other services valuable to the HOME program. The 25% match will be the responsibility of the recipient accessing the funds on a project by project basis. No money is required from local governments to join the consortium.

Forming a consortium enables local governments to work together to develop collaborative approaches to local and regional housing needs that cross town and county lines. Prior to receiving HOME funds every consortium must develop a three to five-year consolidated plan that will describe community needs, resources, priorities, and proposed activities to be undertaken with the HOME program funding.

The proposed consortium will consist of the seven counties and seventeen towns representing Region A in southwestern North Carolina: the counties of Cherokee (including the towns of Andrews and Murphy), Clay (including the town of Hayesville), Graham (including the towns of Lake Santeetlah, Fontana Dam, and Robbinsville), Haywood (including the towns of Canton, Clyde, Maggie Valley and Waynesville), Jackson (including the towns of Dillsboro, Forest Hills, Sylva and Webster), Macon (including the towns of Franklin and Highlands) and Swain (including the town of Bryson City).

A consortium can organize and govern themselves as they choose, however, they must designate one jurisdiction as the “lead entity” and must execute a legally binding consortium agreement that formally organizes the consortium. The lead entity retains primary responsibility for ensuring consortium compliance with all HOME Program rules and reporting to HUD. The lead entity must have the capacity to administer program requirements either directly or jointly with another entity. The lead entity in the proposed consortium will be Haywood County.

As the lead entity, Haywood County will enter into a written agreement with the Southwestern Commission (Administrative Agent) to carry out most of the administrative responsibilities of the HOME program. The Administrative Agent will accept project recommendations from all HOME consortium members and will make final funding decisions consistent with the Consolidated Plan.

The consortium committee will have one representative from each member of the consortium and will meet quarterly to receive consortium updates and to review progress made towards consolidated plan goals.

The program start date for the consortium will be July 1, 2021 for the three-year period 2021 to 2024. The agreement will automatically renew for participation in successive three-year periods.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton, to approve participation in the NC Home Consortium-Joint Cooperation Agreement – For Home Investment Partnership Act. The motion carried unanimously.

D. CALL FOR PUBLIC HEARING

4. Public Hearing to consider a Conditional Map Amendment for the Russ Avenue/Barber Boulevard Ingles.
 - Byron Hickox, Land Use Administrator

Byron Hickox, Land Use Administrator, explained to the Board that the applicant, Ingles Market is requesting a Conditional District Map Amendment (Rezoning) for property located at 856 Russ Avenue - PINs 8616-22-9503 and 8616-33-7082), 135 Barber Boulevard (PIN 8616-32-2336), 259 Barber Boulevard (PIN 8616-32-8401), outparcels (PINs 8616-32-4011 and 8616-21-8928), and 75 Barber Boulevard (PIN 8616-22-6393) located in the Russ Avenue Regional Center Commercial District (RA-RC.)

This proposed project would expand the Ingles Shopping Center within the existing footprint of their conditional district designation and increase the overall size by adding the former Barber residence and orchard property. If approved, the Ingles Russ Avenue Regional Center Conditional District (RC-CD) would be expanded and amended specifically to the proposed Master Plan.

Mr. Hickox said that the creation and amending of Conditional Districts are handled in the same manner as a text or map amendment, in that the Planning Board holds a hearing and determines if the request is consistent with the Comprehensive Land Use Plan and is reasonable and in the public interest. The Planning Board makes a recommendation to the Board of Aldermen, who then hold a second public hearing, adopt a statement of consistency, and then approve, deny, or approve the application with conditions.

In addition to the overall expansion of the Conditional District, the proposed Conditional District Map Amendment addresses four primary changes: (1) a reduction in the required permeability for some of the building facades; (2) an allowance for parking in front of some interior buildings; (3) a reduction in some landscaping standards to allow for underground stormwater retention; and (4) the addition of a second monument sign on the Russ Avenue frontage.

Mr. Hickox said that the Planning Board considered this Conditional District Map Amendment at the Planning Board meeting that was held on June 15, 2020 and determined that the request is consistent with the Comprehensive Land Use Plan and is reasonable and in the public interest.

If approved, the site plan and CD designation will replace any conflicting regulations which would otherwise apply. The Board may therefore recommend “reasonable and appropriate conditions including, but not limited to the location, nature, hours of operation and extent of the proposed use.” Such conditions or additional standards of the Board “shall be limited to improving conformance with the existing ordinance and/or addressing expected impacts generated by the development and use of the site.”

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to call for a Public Hearing to be held on Tuesday July 28th, 2020, at 6:30 p.m., or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville, to consider a Conditional Map Amendment for the Russ Avenue/Barber Boulevard Ingles - PINs 8616-22-9503 and 8616-33-7082), 135 Barber Boulevard (PIN 8616-32-2336), 259 Barber Boulevard (PIN 8616-32-8401), outparcels (PINs 8616-32-4011 and 8616-21-8928), and 75 Barber Boulevard (PIN 8616-22-6393) located in the Russ Avenue Regional Center Commercial District (RA-RC.) The motion carried unanimously.

E. CONTINUED BUSINESS

5. Continuation of discussion of Fiscal Year 2020-2021 Budget

- Ben Turnmire, Finance Director

Finance Director Ben Turnmire informed the Board that he did not have any presentation for the meeting but would be happy to entertain questions from the Board. He asked to clarify a statement made during public comment related to special appropriations. The requested amount from various organizations was \$218,500; however, the total amount granted was capped at \$75,000. The special appropriations were cut by 35% from the previous year.

Board members discussed whether to consider a budget to include the career track program or to approve the budget originally presented at the June 9 meeting with the few modifications such as the elimination of a second police captain position, which would have been a reclassification; and the decrease in the advertising budget in the Recreation Department to the total of \$5,000. These modifications were made to both budgets; the career track is an additional appropriation from fund balance.

Comments made by the Board related to the inclusion of career track in the budget, even though not recommended from a revenue perspective, included support for the employees and their continued career path goals with the Town of Waynesville; and the necessity to provide them with a reward for their hard work and diligence. The goal is to retain well trained and professional employees and prevent them from leaving the town's employment. The proposed classification and compensation study was included in both budgets and should yield information for the Board to consider additional salary modifications in the future.

Mr. Turnmire noted that the budget with career track would require a fund balance appropriation of \$1,450,910. The total of the adopted budget from all funds would be \$33,017,020. The breakdown of the funds are as follows:

General Fund	\$15,750,580
Water Fund	\$ 3,644,830
Sewer Fund	\$ 3,523,815
Electric Fund	\$10,097,795

Alderman Jon Feichter asked if there could be a delay in funding the career track for three to six months and adopt the originally proposed budget. Alderman Chuck Dickson responded that he would rather fund the career track from the beginning rather than risk potentially not having the funds later. The Board agreed by consensus.

Alderman Anthony Sutton made a motion, seconded by Alderman Julia Freeman to adopt Budget Ordinance O-09-20 for the Fiscal Year 2020-2021 to include career track and to adopt Resolution R-02-20 Financial Operating Plan for Two Internal Service Funds and, to adopt the Fiscal Year 2020-2021 Budget.

Alderman Chuck Dickson asked to amend the motion to include \$25,000 for the Homelessness Task Force. Finance Director Turnmire responded that it would be better from a financial entry

perspective to adopt the budget and then complete a budget amendment at the next meeting as at this time, funds could not be appropriated from the current year's budget.

Alderman Dickson asked to withdraw his amended motion.

The original motion on the floor remained as there was a motion and second to adopt Budget Ordinance O-09-20 for the Fiscal Year 2020-2021 to include career track and to adopt Resolution R-02-20 Financial Operating Plan for Two Internal Service Funds.

The motion carried unanimously.

F. COMMUNICATIONS FROM STAFF

6. Manager's Report

- Manager Rob Hites

Manager Hites gave updates on the Plott Heights project and the Municipal building renovation.

7. Town Attorney Report

- Town Attorney, Bill Cannon

Town Attorney Cannon had nothing to report

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

Alderman Jon Feichter asked if there was any way to provide information in the form of signage to business owners related to the three W's – Wear a Mask, Wait six feet apart and Wash your hands. Mr. Hickox explained that he and Assistant Town Manager Amie Owens had been in discussions with Haywood County related to such communications. Mr. Hickox spoke with Assistant Emergency Management Director Zack Koonce and Development Services Staff will be placing signage in conspicuous public areas within Waynesville. The information on the signs is available via electronic format and can be shared with business owners so that they can post in their businesses.

H. ADJOURN

With no further business, a motion was made by Alderman Jon Feichter seconded by Alderman Anthony Sutton, to adjourn the meeting at 7:43 p.m. The motion carried unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Eddie Ward, Town Clerk

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: July 28, 2020

SUBJECT: Call for a Presentation and Public Hearings on the Town of Waynesville Comprehensive Plan, *Waynesville 2035: Planning with Purpose* to take place August 11 and September 8, 2020.

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C3
Department: Development Services
Contact: Elizabeth Teague, Planning Director; Jesse Fowler, Planner
Presenter: Elizabeth Teague, Planning Director

BRIEF SUMMARY: At a special called meeting on June 29th, 2020, the Town Planning Board made a unanimous recommendation to the Board of Aldermen to adopt the updated Comprehensive Plan as provided. This draft was developed from the work of the Comprehensive Plan Steering Committee, a team of consultants of Stewart, JM Teague, and Chipley Consulting, and over a year of Planning Board review, discussion and editing. At the August 11, 2020 hearing, lead consultant, Jake Petrosky of Stewart will be present to discuss major concepts of the plan and answer questions, and the Board can hear initial comments. At the September 8, 2020 hearing, the Board may hear any additional comments and consider adoption. This approach will allow for a 30-day period of public review and an opportunity for staff to make any edits the Board sees necessary for adoption.

MOTION FOR CONSIDERATION:

1. Motion to Schedule two public hearings on the Comprehensive Plan, *Waynesville 2035: Planning with Purpose* to take place on August 11 and September 8 of 2020.

FUNDING SOURCE/IMPACT: This work was completed under contract with Stewart and by the work of many volunteers. The Board has approved \$25,000 in this fiscal year's budget to assist with Plan finalization and associated ordinance updates and initial implementation work.

ATTACHMENTS:

1. Draft Comprehensive Plan.

MANAGER'S COMMENTS AND RECOMMENDATIONS:

WAYNESVILLE 2035

PLANNING WITH PURPOSE



July 2020

COMPREHENSIVE LAND USE PLAN

ACKNOWLEDGMENTS

Board of Aldermen

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

Planning Board

Patrick McDowell, Chair
Michael Blackburn
H.P. Dykes, Jr.
Robert Herrmann
Marty Prevost
Susan Teas Smith
Ginger Hain
Don McGowan
Jason Rogers
Anthony Sutton

Special thanks to:

The Haywood Realtor Association
Dr. Todd Collins, Public Policy Institute (PPI), Western Carolina University
Gavin Brown, Mayor (2008-2019)
LeRoy Roberson

Town Staff

Elizabeth Teague, Planning Director
Michelle Baker, Development Services Administration
Jesse Fowler, Planner
David Foster, Public Services Director, Retired
Preston Gregg, Town Engineer
Jeff Stines, Water and Wastewater Superintendent
Daryl Hannah, Streets and Sanitation Superintendent, Retired
Joey Webb, Fire Chief
Rhett Langston, Parks and Recreation Director
David Adams, Police Chief
Rob Hites, Town Manager
Amie Owens, Assistant Town Manager
Brian Beck, Police Chief, Retired

Steering Committee

Martha Bradley
Michael Blackburn
Brian J. Cagle
Ginger Hain
Jennie Kirby
Austin Lee
Lorna Sterling
John Ammons
Gregory Wheeler
Tausha Forney
Hilda Rios



Consultants



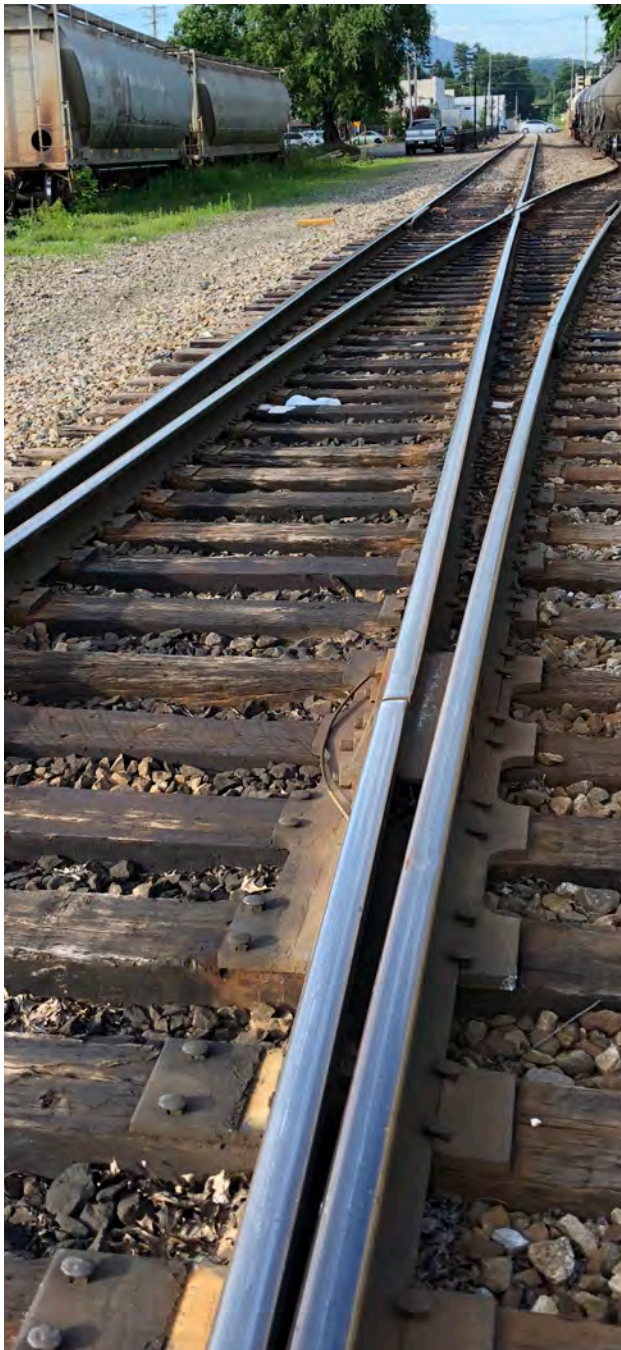
TABLE OF CONTENTS

1. INTRODUCTION	4
PURPOSE	
BACKGROUND	
PLANNING PROCESS	
PLAN STRUCTURE	
2. VISION & GOALS	16
VISION STATEMENT	
GOALS & OBJECTIVES	
3. RECOMMENDATIONS	22
FUTURE LAND USE MAP	
FUTURE LAND USE DESIGNATIONS	
LAND USE & DEVELOPMENT	
INFILL DEVELOPMENT & REDEVELOPMENT CONCEPTS	
HOUSING & NEIGHBORHOODS	
ECONOMIC DEVELOPMENT	
TRANSPORTATION & CONNECTIVITY	
RECREATION, CULTURAL & NATURAL RESOURCES	
INFRASTRUCTURE & SERVICES	
4. 2035 ACTION PLAN	64
5. COMMUNITY PROFILE	76
POPULATION & HOUSING	
EMPLOYMENT	
ECONOMIC DEVELOPMENT	
MARKET ANALYSIS	
STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS	
PLAN ASSESSMENT	
6. EXISTING CONDITIONS	98
EXISTING LAND USE	
ADOPTED POLICY & REGULATIONS	
SLOPES & FLOODPLAIN	
LAND SUITABILITY	
INFRASTRUCTURE	
PARKS, OPEN SPACE & NATURAL RESOURCES	
HISTORIC & CULTURAL RESOURCES	
7. APPENDIX	126



1

INTRODUCTION



Rail Line through Frog Level

Waynesville 2035: Planning with Purpose is the Comprehensive Land Use Plan for the Town of Waynesville. This plan provides policy guidance for development standards, subdivision, zoning, and the provisions of public services. It updates and replaces *Waynesville: Our Heritage, Our Future, Town of Waynesville 2020 Land Development Plan* as the comprehensive planning document for the Town.

This chapter provides an introduction to the plan and includes a description of the plan's purpose, background information, an overview of the planning process, and a summary of input.

PURPOSE

Waynesville 2035: Planning with Purpose updates the *Waynesville: Our Heritage, Our Future, Town of Waynesville 2020 Comprehensive Land Development Plan*, to serve as a guideline for community decision making into the future. It is intended to be used by the town staff, the Board of Aldermen, and other Town Boards and Commissions as they make decisions about resources and land use in accordance with North Carolina General Statutes. It is also intended as a reference document for the public at large and for those investing in land and development within Waynesville. This document lays out strategies and recommendations to accomplish community goals over a 15 year planning horizon.

The plan should be reviewed and may be amended periodically in response to land use trends, changes in populations, or to facilitate evolving Town goals. *Waynesville 2035: Planning with Purpose* will leverage the successes of the past to enhance future potential of the Town.

BACKGROUND

Waynesville, known as the “Gateway to the Smokies” is located off the US Routes 23 and 74 (the Great Smoky Mountains Expressway). The Town is a popular destination for visitors to Western North Carolina, and at more than 10,000 residents, is the largest town in North Carolina west of Asheville. It is the county seat for Haywood County. The Town has a strong historical heritage, vibrant arts community and diverse culture.

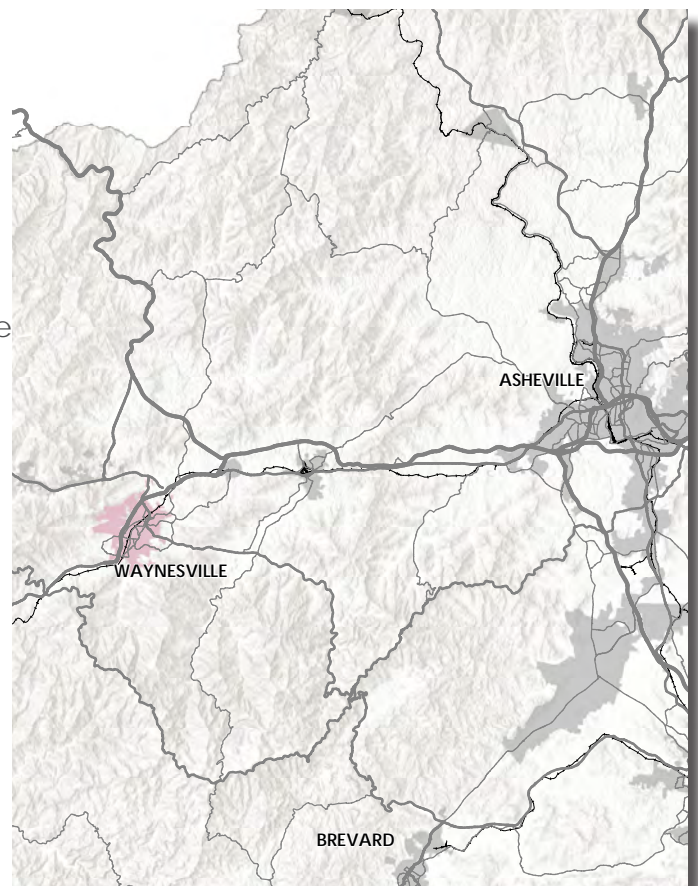
Waynesville has a rich history of community planning. The 2002, *Waynesville: Our Heritage, Our Future, 2020 Comprehensive Land Use Plan* was adopted after a two-year planning effort. That planning process established a forward-thinking standard for development and growth that:

- » Implemented Smart Growth principles.
- » Promoted multi-modal transportation.
- » Recommended controlled infrastructure expansion through the adoption of an Urban Services Boundary.
- » Encouraged mixed-use development.
- » Protected the Town’s natural and historic resources.

To implement the objectives of the 2002 Land Use Plan, the Town updated its Land Development Standards (zoning regulations) in 2003, 2009 and 2011.

In 2018, the Town initiated an update to the current plan in order to keep it relevant and reflect the current needs and desires of the Town with a new future planning horizon of 2035.

Waynesville’s Regional Context



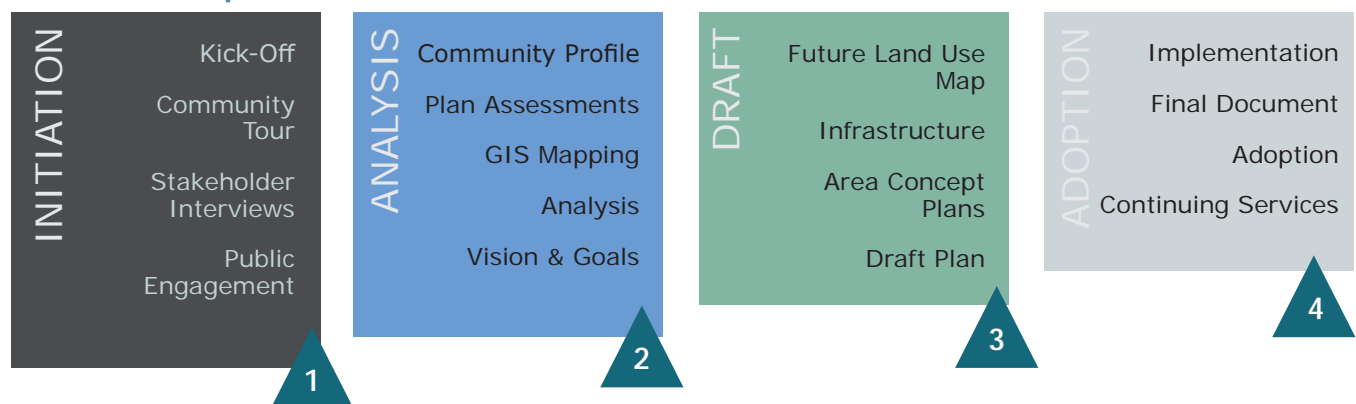
PLANNING PROCESS

In action, planning with purpose is accomplished by addressing and analyzing existing conditions and making implementable recommendations for the future. Topics include:

- » Land Use & Development
- » Housing & Neighborhoods
- » Economic Development
- » Transportation & Connectivity
- » Recreation, Cultural and Natural Resources
- » Utilities & Infrastructure

The plan update began in early 2018 following a 4-phase process illustrated below. The early phases included listening to staff and stakeholders and an analysis of existing conditions. Diverse methods of public engagement were implemented to ensure community support and buy-in. The Plan includes community-wide recommendations, the future land use map, and conceptual scenarios for areas targeted for potential redevelopment areas. Staff and community leaders, already accustomed to using the Comprehensive Land Use Plan when making development decisions, were asked to evaluate the plan for its practical application and usefulness.

Plan Development



Summary of Input

The love for and commitment to Waynesville shown by residents, business owners, and visitors provided no shortage of input, guidance, and review throughout the development of the Plan. The Plan is a reflection of the values and desires of the community and the plan's recommendations and implementation strategies are influenced by the comments received.

The engagement strategy combined traditional and online methods including:

- » Stakeholder group interviews
- » Steering committee meetings
- » Web presence through the Development Department portal
- » Public online survey
- » Public visioning workshop (sponsored by Haywood County Board of Realtors)
- » Public open house to reveal the plan
- » Public hearings for adoption
- » Public meetings held at the Pigeon Community Center, Waynesville Recreation Center, Waynesville Fire Department, and Folkmoot

Staff conducted further outreach with advisory Boards and Commissions.

Steering Committee

Town Aldermen appointed a steering committee of individuals from diverse backgrounds to provide guidance and make decisions related to this plan's vision, goals, and recommendations. The steering committee met throughout the process and participated in other public events.

Stakeholder Groups

Early in the process, stakeholder groups consisting of in-town and regional professionals from the following sectors were interviewed:

- » Real Estate



Stakeholder Group Meeting



Steering Committee activity

- » Social Services and Housing
- » Economic Development, Tourism and the Arts
- » Town and County staff

Real estate professionals shared that people, including many retirees, are moving to Waynesville because of the high quality of life. Buyers are attracted to Waynesville's recreation and fitness opportunities, access to natural features such as the Great Smoky Mountains National Park and hiking trails, and the Town's greenways. Moderately priced housing is quickly sold, creating a high demand for new housing and rental opportunities.

Social services professionals shared that Waynesville has a growing homeless and "working-poor" population. Local agencies such as Mountain Housing Opportunities and Habitat for Humanity are finding that they cannot meet the demand of qualified applicants for housing, and the creation of new projects is difficult because of land costs and geographical constraints. Another concern identified is the need for increased mental health and substance abuse resources, particularly as it relates to opioid addiction.

The Economic Development professionals, which included Waynesville's major employers, shared concerns about being able to recruit and retain employees with advanced training and professional skills. Nursing is an area particularly difficult to find staffing. A shortage of entry-level workforce was also a concern and related back to a lack of housing and mental health and substance abuse resources. Tourism and the arts are an important sector of Waynesville's economy, and these businesses rely on seasonal and entry level employees. Healthcare and workforce preparedness and education were therefore identified as critical areas for growth. Stakeholders noted that the Town should encourage the expansion of broadband internet in support of these sectors as well as local businesses.

Visioning Workshop

On June 21, 2018, the public was invited to a visioning workshop at the Waynesville Recreation Center. The workshop, made possible by a **Smart Growth Action Grant** secured by the Haywood County Board of Realtors, was attended by at least 85 people who signed the attendance log. The workshop was an open house-style event with ten activity stations, which were designed to inform attendees about the plan as well as to gather input on specific topics that affect Waynesville.



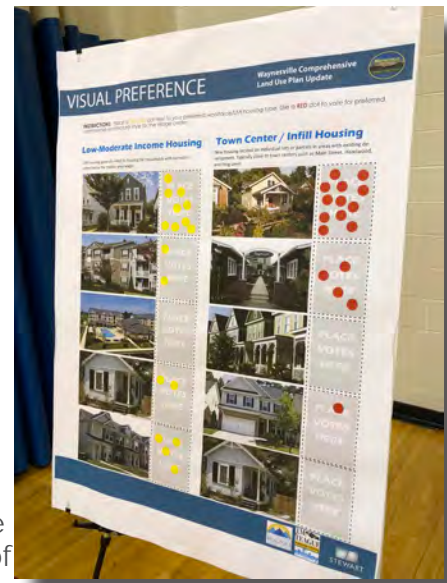
Workshop Activity: Keep, Toss, Create



Visioning Workshop Flyer

Stations included:

- » A Comprehensive Plan background
- » A project overview that framed potential issues, outlined economic trends, and existing land use
- » A “keep/toss/create” station that allowed attendees to identify areas they love, areas that need work, and areas where they would like to see something created
- » A transportation and mobility station illustrating existing transportation conditions and proposed improvements.
- » A station that highlighted Waynesville’s natural resources, utility network and urban services boundary
- » A visual preference station that asked attendees to place a dot next to preferred images depicting different styles of development
- » A station for attendees to validate goals and objectives from the current land use plan and add new goals
- » A station that invited attendees to sketch ideas for downtown, Hazelwood, and Frog Level
- » A survey station where attendees could take the online survey



Preferred development types exercise from visioning workshop

The workshop and online survey contained visual preference exercises related to design, aesthetics, recreation, housing, and density. Responses showed preferences for:

- » Protected bike/pedestrian infrastructure
- » Richland Creek greenway expansion
- » Improving ADA compliance with the town’s pedestrian infrastructure
- » Keeping Waynesville a walkable community

Development-related comments included concerns about a large apartment project and a desire for more downtown infill development.

Participants demonstrated support for improvements to the commercial areas of Frog Level, downtown Hazelwood, and the Waynesville Plaza. The Steering Committee notes that the workshop attendance was limited and mostly attended by older citizens.

Pigeon Center Community Meeting

The Pigeon Community Multicultural Development Center hosted a meeting to discuss the Land Use Plan, parks planning and historic preservation on August 16th, 2018. The meeting provided an overview of a study of the Town’s Historic Preservation Commission to document African-American resources within Waynesville. The Pigeon Community Center and Dix Hill Cemetery were identified as community resources for possible listing on the National Register.

Additionally, important stories and history were collected and will be used in creating a historic marker in a park that the Town is developing within the neighborhood. Issues of housing, inclusionary zoning, and infrastructure were also discussed.

MOST PRESSING ISSUES FACING WAYNESVILLE

Issue	Count
Jobs and Economics	10
Growth Management	9

Project Website

The Town created a link to the Comprehensive Land Use Plan Update on the Development Services Department website. There, the public could track the Plan's progress, review meeting summaries, survey results, and see notices for upcoming meetings and maps with convenient 24/7 access.

Online Survey

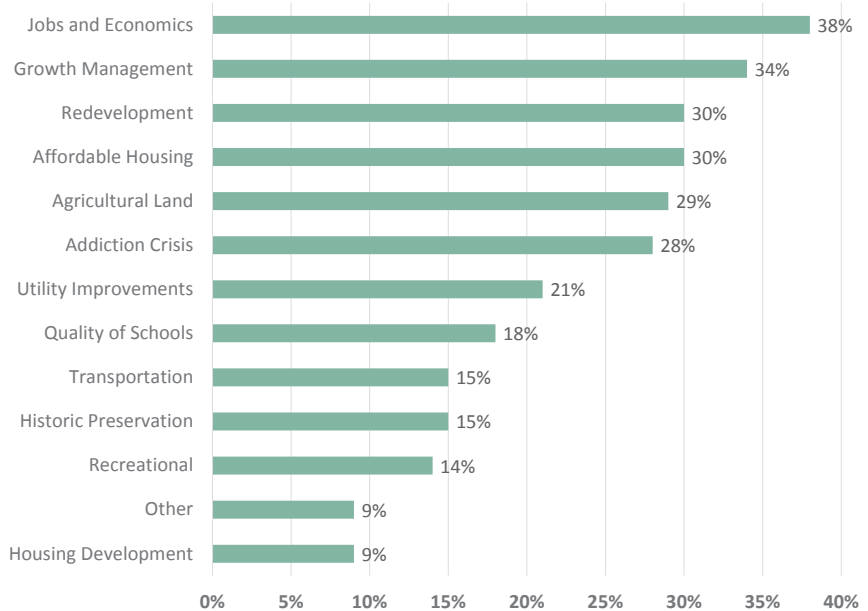
368 individuals (over 3% percent of the community over 18 years old) took an online survey offered in June and July 2018. The survey was designed to gather information on community priorities related to land use, conservation, mobility and more. These responses from people living and working in Waynesville and its extraterritorial jurisdiction (ETJ) provided another viewpoint shaping the goals and objectives of this plan.

Results from a survey conducted by Dr. Todd Collins and students from the Public Policy Institute at Western Carolina University

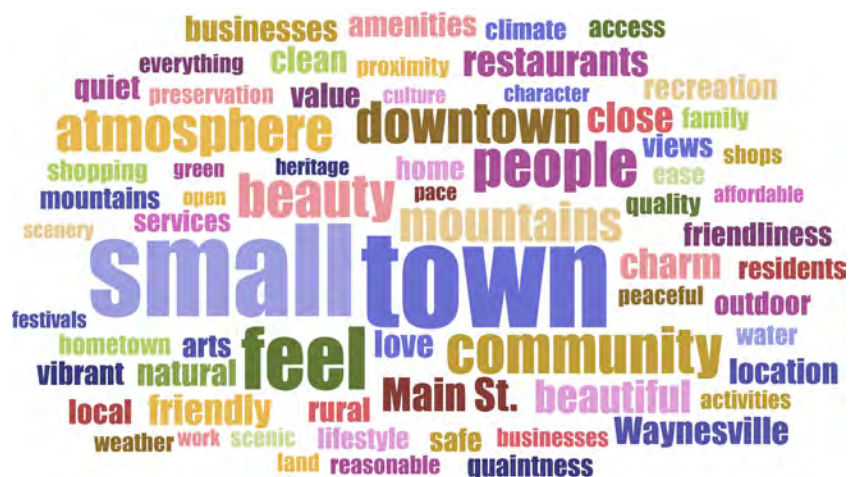
Based on survey results, the top four issues were jobs and economics, growth management, redevelopment and affordable housing.

The Public Policy Institute (PPI) of Western Carolina University provided a detailed analysis of the Survey Monkey results. View the full analysis in the Appendix.

MOST PRESSING ISSUES FACING WAYNESVILLE



Results from a survey conducted by Dr. Todd Collins and students from the Public Policy Institute at Western Carolina University



Survey results indicated that **Waynesville's "small town friendliness" was what folks valued most** and was the primary reason people stay, move, or visit the Town.

Draft Plan Neighborhood Meetings

Town planning staff held public meetings during the month of April 2019 at the Recreation Center, the Fire Department, and Folkmoot. These meetings allowed the public to review and provide feedback on draft recommendations in an informal setting.

Comments from these public meetings included the following:

- Maintain what is valuable to Waynesville aesthetic and what is valuable for the community.
 - Balance and manage growth (Avoid becoming Asheville or Atlanta).
 - Keep Waynesville beautiful.
 - We need housing, but we need housing with mindfulness.
 - There is a sense of Waynesville that we do not want to lose.
 - Concern over density, and keep in mind why people move to Waynesville.
 - Promote local businesses and shops.
 - New development should meet the Waynesville character. Architectural design is important.
- Good planning and economic development
 - Need jobs and industry to support families and want our children to be able to stay here
 - Put high density where we can.
 - Need to ensure infrastructure planning for commercial and residential
 - Need jobs that are not just geared towards the service industry
 - Concern over providing housing and services for all ages
- Protect the environment and provide flexibility
 - Respect steep topography
 - Respect land owner decisions and expectations
 - "Agrihoods" not just for the wealthy, build for the middle class
 - Support for greenways along Richland and Raccoon Rd.
- Neighborhoods, historic preservation, arts and culture
 - Concern for the historic preservation of the Bethel corridor and Pigeon gap (interested in conservation / preservation)
 - How do arts and community inclusion play a part in the plan?
 - Bring unkempt buildings up to a better standard and use in Frog Level
 - We want to see Waynesville grow and preserve its historic character.



Neighborhood meetings were held in the spring of 2019 to share draft recommendations and gather input on changes needed.



Kids weighed in on ideas for the Town at the Open Streets community event at Folkmoor in May of 2019

PLAN STRUCTURE

The Waynesville 2035 plan is divided into 7 chapters. Each of the chapters is described in the graphic below.

INTRODUCTION

1

This chapter provides an introduction to the plan and includes a description of the plan's purpose, background information, an overview of the planning process and a summary of input.

VISION & GOALS

2

The vision statement and goals of the plan are outlined in this chapter. Under each goal are objectives that clarify the goal statements. The vision, goals and objectives helped to frame all recommendations in the plan.

RECOMMENDATIONS

3

This chapter includes the Future Land Use Map, area descriptions, and policies and strategies that are organized by topic area and meant to guide decisions.

ACTION PLAN

4

The 2035 Action Plan contains specific, actionable steps Waynesville can take to meet the goals and vision identified during this planning process.

COMMUNITY PROFILE

5

Demographic data is provided to detail trends in the Waynesville area. This chapter also includes a summary of strengths, weaknesses, opportunities and threats as well as an assessment of previous plans.

EXISTING CONDITIONS

6

This chapter provides an analysis of the current conditions in Waynesville. Existing land use is summarized as well as environmental constraints, development suitability, infrastructure and natural and cultural resources.

APPENDIX

7

This chapter includes detailed survey results, market analysis, a transportation plan assessment and existing conditions analysis and copies of maps.

Page Intentionally Left Blank



VISION & GOALS



Folkmoot Center

The comprehensive planning process is a unique opportunity **to reflect on the big picture.**

Updating the community's vision sets the direction of the plan and **the goals establish a baseline for measuring success.**

The vision expresses the collective desires of many for the future development, growth, conservation, and quality of life **in town. The goals address a consistent theme that emerged through the process which is to be true to the character and history of the Town of Waynesville.**

VISION STATEMENT

The 2020 Land Development Plan, its vision statement and its smart growth framework, has worked well for the Town. Many goals and objectives laid out have been accomplished, and the Land Use Map and Urban Services Boundary created the basis for effective policies. The purpose of this Plan is to build on that success and to continue to work towards social, environmental, and economic benefits as envisioned in 2002 when the original plan and vision statement (below) were adopted.

Waynesville: Our Heritage, Our Future, 2020 Land Development Plan

-Adopted April 23, 2002

Waynesville's vision is preserving its heritage and inviting the future through quality planning for living today and tomorrow. Our mission is to preserve and promote our neighborhoods, open spaces, vistas, natural and cultural resources, and historic places. We will achieve this through planning mixed-use developments, aesthetic infrastructure design for economic prosperity, healthy community and family-life, education, and the arts for public enjoyment. Waynesville will be regarded as the model town for the twenty-first century.

However, the Steering Committee and staff felt that while the overall vision for the community had not fundamentally changed, the vision statement could be improved. There was consensus that the vision statement for the updated plan should encompass new needs and concerns looking forward, should be more concise and easier to understand, and should provide a fresh take on the good intentions of the original. There was also a desire to be "true to Waynesville" and who we are as a community, by keying on common values and what the community hopes to encompass through the plan's adoption.

Our Vision For The 2035 Waynesville Comprehensive Plan

Waynesville will enable the growth of a vibrant, healthy, and successful community - *true to our history, small-town culture and heritage; responsive to the changing aspirations and needs of all our citizens; purposefully built on the principles of smart growth; mindful of the gift of our rivers and creeks, farmland and mountain vistas; and attentive to the opportunities presented in regional preservation, arts and education, economic development, and land use initiatives.*

GOALS & OBJECTIVES

Six over-arching goals were developed from the previous plan, community input, and guidance from the Steering Committee and consultants. Objectives help to clarify the goals and provide a framework for policy recommendations, strategies and detailed action steps to implement the plan in Chapters 5 and 6.

Goal 1: Continue to promote smart growth principles in land use planning and zoning.

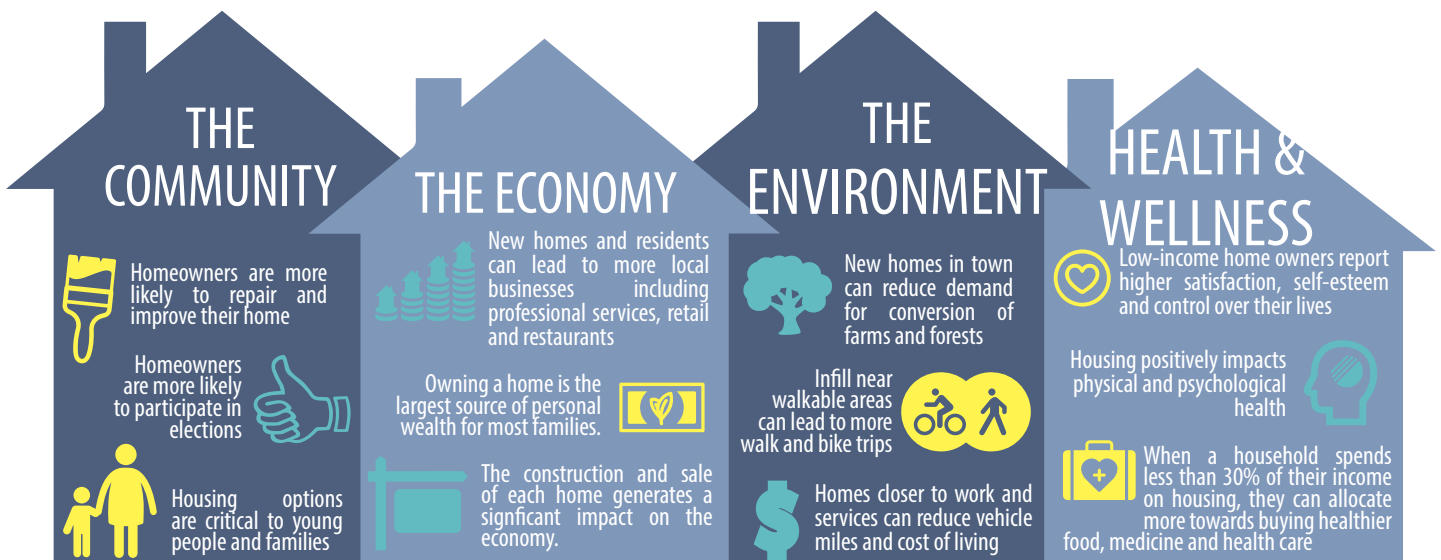
- » Create walkable and attractive neighborhoods and commercial centers.
- » Encourage infill, mixed-use and context-sensitive development.
- » Promote conservation design to preserve important natural resources.
- » Reinforce the unique character of Waynesville.

Smart growth is an approach to development that encourages a mix of building types and uses in walkable centers and prioritizes infill over urban sprawl that could have negative impacts on natural systems.

Goal 2: Create a range of housing opportunities and choices.

- » Encourage new housing inside Waynesville's city limits and Extraterritorial Jurisdiction (ETJ)
- » Promote a diverse housing stock including market rate, workforce housing and affordable options that appeal to a variety of households

HOUSING IS KEY



The graphic above illustrates the importance of housing to the success of the Town of Waynesville and the myriad impacts that housing options and home ownership can have on the community, the economy, the environment and health.

Goal 3: Protect and enhance Waynesville's natural resources.

- » Conserve open space and farmland by promoting infill and encouraging development in the urbanized areas of town.
- » Protect and enhance water quality and forests.
- » Encourage park and greenway development to protect watersheds and improve access to open space.
- » Protect rural lands, iconic views and mountain vistas.
- » Continue to engage in and promote best management practices related to energy use, efficiency and waste management.

Goal 4: Protect and promote Waynesville's cultural resources.

- » Invest in preservation, restoration and promotion of Waynesville's history.
- » Integrate art within the Town's public realm.
- » Encourage collaboration among local cultural and heritage organizations and artists to enrich our community with events and education.

Goal 5: Create opportunities for a sustainable economy.

- » Strengthen Waynesville's current and future workforce through education and training.
- » Promote the growth of existing local businesses and Waynesville's "maker economy."
- » Promote Waynesville's downtown districts, inns, restaurants, and reputation as the "Gateway to the Smokies."



Historic Frog Level District



Greenhill Cemetery



Historic Shelton House

- » Encourage creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors.
- » Support the Town's Parks and Recreation Master Plan and develop recreational facilities and a greenway system that appeals to neighborhood and regional users.
- » Work with local agencies to address the housing shortage, promote a "living wage," and increase Waynesville's medical, health and wellness resources that serve all ages.
- » Support 21st century technology and infrastructure by broadening the availability of high-speed internet, modernizing wireless communication facilities, and promoting green building and the use of solar and wind technologies.

Goal 6: Create an attractive, safe and multi-modal transportation system.

- » Provide an interconnected transportation network of roadways, greenways, freight mobility, bicycle routes, and sidewalks that improves safety and strategic access for all users.
- » Coordinate with NCDOT on roadway improvement projects, particularly those along South Main, North Main, Russ Avenue, Pigeon Road and Dellwood Road.
- » Work with regional and local businesses and planning agencies to develop public transit opportunities that connect users to local destinations, educational centers, and jobs.
- » Support development of the Richland Creek greenway and regional greenway connections between Waynesville, Asheville and other Haywood County and Western Carolina destinations.
- » Ensure citizenry has access to recreational, health and wellness, and medical services.

A decorative background featuring a repeating zigzag pattern in a muted purple color. The pattern consists of a series of sharp, downward-pointing triangles of uniform height and width, creating a rhythmic, geometric design.

3

RECOMMENDATIONS



Purposeful land use planning is required for a successful, well managed community. This land use plan includes policies and recommendations for town-wide land use, development, utilities, transportation, and conservation.



FUTURE LAND USE MAP

The Future Land Use Map (FLUM) and recommendations that follow envision a Waynesville that continues to maintain its character, environmental protections, sustainable growth, and diversity. The Future Land Use plan is the result of considering all the factors facing a town including housing, the natural environment, economic health and sustainability, cultural and historic resources, recreation, wellness, multi-modal mobility, and more.

Adoption of the 2020 Land Development Plan, committed the Town to

- » Planned “Smart Growth”
- » Redefinition/reexamination of transportation planning as it has been handled in the past
- » Controlled infrastructure expansion
- » Encouragement of the mixing of uses where appropriate
- » Protection of the community’s valuable natural resources

This plan reiterates the Smart Grown Principles in its policies and recommendations, refining them to reflect current times.

The 2002 Future Land Use Map categorized land use into eight designations. The updated FLUM on page 25 adds two additional designations to better reflect the community goals. The designations are broad brush, not parcel specific as in the Zoning map. A character description of each designation and accompanying image are shown on pages 26-27.

This plan adds two new future land use designations: Residential Conservation which encourages cluster development in areas with steep slopes, woodlands, or sensitive water resources, and Downtown Core Mixed-Use which describes a combination of urban residential and business district mixed-use areas with a predominance of early and mid 20th century construction (e.g. Main Street, Hazelwood and Frog Level).

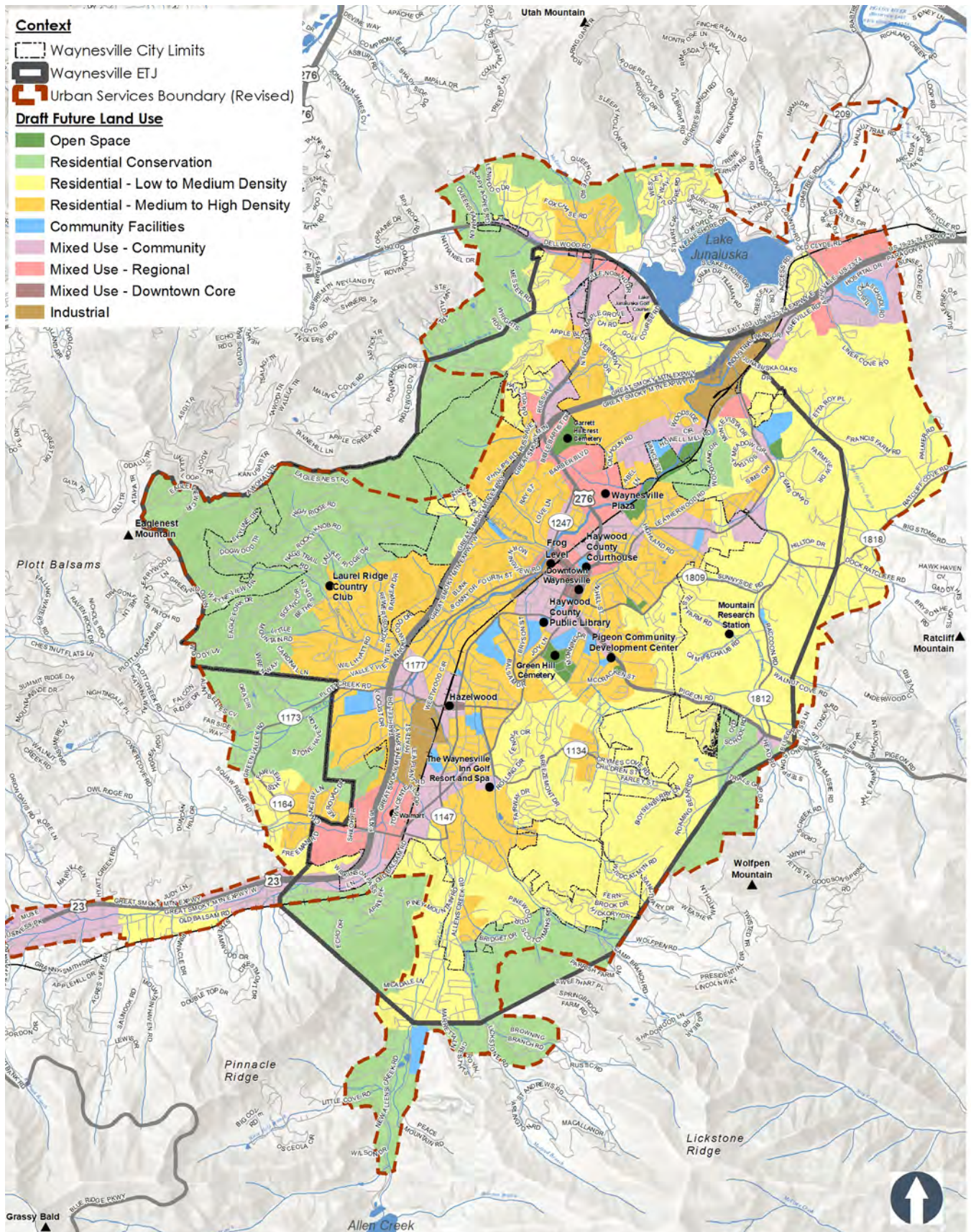
Additional updates include changing Low to Medium Mixed Use to Community Mixed Use and Medium to High Density Mixed Use to Regional Mixed Use.

Smart Growth

1. Mix land uses
2. Take advantage of compact building design
3. Create a range of housing opportunities and choices
4. Create walkable neighborhoods
5. Foster distinctive, attractive communities with a strong sense of place
6. Preserve open space, farmland, natural beauty, and critical environmental areas
7. Strengthen and direct development towards existing communities
8. Provide a variety of transportation choices
9. Make development decisions predictable, fair, and cost effective
10. Encourage community and stakeholder collaboration in development decisions

The Future Land Use Plan is a representation of the intended growth pattern based on the community’s collective vision balanced with the availability of infrastructure and conservation of the natural environment.

Draft Future Land Use Map



FUTURE LAND USE DESIGNATIONS



Open Space

This designation is best suited for environmentally sensitive (floodplain, steep slopes) or preserved lands or passive recreational uses. In most instances, such land is to be preserved in its natural state or minimally developed for an intended recreational use. These areas should be well-connected to schools and neighborhoods. Passive use neighborhood and community parks, greenways, trails, community centers and cemeteries are found here.



Residential Conservation

Best suited for low density residential development that is clustered or of a conservation design. Generally these areas contain steep slopes and / or working agricultural lands. These areas may have narrow streets and may or may not to be connected to water and sewer utilities. Low Impact Development (LID) techniques should be encouraged to reduce stormwater runoff and development should be clustered away from resources.



Residential - Low to Medium Density

This designation should be located within the urban service boundary. The roadway network is not likely to accommodate higher density development. Types of development include:

- Single family uses at average densities of 3-4 units/acre, occasional small-scale attached housing types
- Compatible development such as educational, civic, and faith-based uses, as well as parks, etc.



Residential - Medium to High Density

Located on lands suitable for higher density residential development that are readily accessible and where utilities are available. Uses are the same as those in the low/medium category above but with increased densities generally five to ten units per acre (5-10 units /acre) with some higher density in the Urban Residential zoning district and/or with Special Use Permits. Development should provide sidewalks or multi-use paths and connect to parks, schools, and commercial areas. Types of development include:

- Patio homes
- Townhomes
- Bungalow courts
- Multifamily

Mixed Use - Downtown Core

The Downtown Core mixed use designation encompasses the central business districts and is characterized by pedestrian-oriented commercial uses that may be mixed vertically or horizontally with office and residential and is surrounded by traditional residential pattern neighborhoods of single-family and small multifamily structures. These areas are connected to municipal utilities, typically on grid street network with access to transit, parks, and civic uses. Site redevelopment and infill is encouraged on underutilized parcels.



Mixed Use - Community

This designation is intended for nodes of activity areas on major streets and thoroughfares incorporating commercial retail and office, light industrial, employment centers and institutional uses to serve the community. Residential single and multifamily development of medium densities may be vertically or horizontally integrated with the commercial. These areas will likely have access to municipal utilities and development should be connected to transit and pedestrian ways. Scale of these areas should vary based on context.



Mixed Use - Regional

Major nodes of activity located on major thoroughfares or adjacent to highways include commercial, lodging, entertainment, manufacturing, warehousing, tech-flex, research and development, health care facilities and light industrial uses. Uses draw visitors from the town and adjacent communities. They typically require high visibility, high traffic counts, connectivity to the region, and are sited on larger parcels. Being visible, new development should consider architectural style, building materials, and screen landscaping. Medium to high density multifamily residential may be appropriate. Connection to utilities and access management is a priority.



Community Facilities

Community facilities are institutional-type land uses operated by a public or semi-public organization which serve the community as a whole. Depending on the intensity, these uses may appropriately be incorporated into the higher density residential and mixed use districts. Types of development include:

- Government centers
- Educational institutions
- Hospitals and medical centers
- Cultural centers (e.g. Faith-based uses, Folkmoot)



Industrial

This encompasses lands with access to strong roadway and/or rail networks located on large lots with room for expansion. Reuse of existing facilities is encouraged. The impact of noise, dust, vibration, odor, should be minimized with screening and fencing when adjacent to dissimilar uses. These areas are located in the southwestern Hazelwood area and north in the vicinity of Exit 103. Giles Chemical has a presence in Frog Level. Types of development encouraged include research and development, clean manufacturing, tech-flex, warehousing and distribution centers, microbreweries, and makerspaces.



LAND USE & DEVELOPMENT

By implementing the 2020 Land Use Plan through the Land Development Standards (“LDS”), Waynesville has grown in an orderly manner within the established urban services boundary (USB) for two decades. Looking toward 2035, the Town continues its commitment to compact and smart growth, an urban services boundary, and directing more intense development away from steep slopes and outlying agricultural lands towards existing developed areas and roadway corridors. The urban suitability map illustrates which areas are most suitable for development and those which are not.

This land use approach provides a more efficient return on investment for infrastructure, but will require re-investment into existing developed areas. Three concepts are provided to re-envision existing commercial areas with mixed-uses, infill design, and greenway and roadway connectivity. These were identified during the planning process and are provided below with recommendations supporting goals for land use and development.

LU-1: Limit sprawl and promote a sustainable land development pattern.

A. Create walkable and attractive neighborhoods and commercial centers.

- *Encourage walkable, mixed-use developments along major thoroughfares and within central business and regional center districts. Policies and codes should promote urban form, context, and an attractive public realm (block size, minimal setbacks, active frontages, streetscape). Development “nodes” should promote public interaction, transportation accessibility, and use of existing infrastructure.*
- *Allow small-scale restaurants, retail and services within planned developments.*
- *Encourage personal, professional services, restaurants and neighborhood retail within designated mixed-use areas and corridors.*
- *Strive for nodal development around intersections as opposed to linear strips adjacent to roadways. New commercial should connect to residential areas whenever possible with pedestrian and bicycle facilities and should be accompanied by road and site design that supports traffic safety (such as turning lanes, access management, parking).*
 - » Candidate intersections for mixed-use nodes and/or gateway treatments designed to their context, include:
 - US 23 (Asheville Highway) and Ratcliff Cove;
 - Raccoon Road and US276;
 - Dellwood Road and Russ Avenue (US276);
 - The Great Smoky Mountains Expressway (“GSME” 23/74) and Russ Avenue;
 - The GSME and Eagle’s Nest Road/Elysinia;
 - The GSME and Plott Creek Road;
 - The GSME and Hyatt Creek Road;
 - Howell Mill Road and Vance Street;
 - Howell Mill Road and Russ Avenue; and
 - Brown Avenue, Allen’s Creek Road, and South Main
 - Hazelwood and Elysinia Avenues
- *New development or redevelopment, including commercial buildings, within,*

or adjacent to, residential areas should mimic the scale, and design of residential patterns.

B. Restrict development intensity in rural areas and areas with important natural resources.

- *Encourage only low density or cluster/conservation development in areas with sensitive natural resources.*

C. Direct medium to high density and mixed-use development to within the revised urban service boundary and major thoroughfares.

- *Update LDS and zoning map to permit residential development that is consistent with the future land use map.*

D. Limit Town water and sewer services to within the urban services boundary (USB).

- *Only allow extension of utilities beyond the established USB under specific circumstances (see detail about USB policies).*



Potential for new development in the vicinity of Old Balsam Road south of the Smoky Mountain Expressway

LU-2 Encourage infill and context-sensitive development

A. Promote infill with more flexible zoning along the Great Smoky Mountain Expressway and existing Regional Center Districts.

- *Update LDS to allow designs that are sensitive to existing context and protect views from major roads.*
- *Ensure flexibility in zoning for small-scale manufacturing and flex-tenant uses in certain areas. Since opportunities for large-scale industrial development are limited, re-use of former manufacturing space for other uses is important and supports local entrepreneurs, crafts people and industries.*

B. Promote redevelopment along the railroad and planned greenway corridor.

- Preserve industrial uses along the railroad corridor.
- Create an overlay district or policy for track-adjacent or greenway-adjacent development to allow more housing and mixing of uses (including industrial along the railroad).
- New sites for multifamily, duplexes, accessory dwellings along the railroad corridor should meet the following criteria (map included in the Appendix):
 - » Located within 500 ft of railroad track
 - » Minimal visual and traffic impacts on existing single family development
 - » Re-use of under-utilized industrial or commercial properties

C. Create a range of housing opportunities and choices.

- *Promote mixed density and product types in new residential Development.*
- *Strengthen multi-family design standards and buffer requirements to ensure compatibility with adjacent residential. Attention to site layout, access, setbacks, scale, design and materials should complement adjacent development.*

LU-3 Promote conservation design in new residential developments

A. Allow conservation or cluster development design as an alternative to large lot subdivisions or other development in areas designated Residential Conservation.

- Conservation design should reduce cut and fill slopes, follow the natural contours of the land, apply low-impact stormwater design. and preserve open space or sensitive habitats (e.g., water features, woodland stands, meadows).
- Update the LDS to provide flexibility in density, setbacks and unit types to preserve views and agricultural lands on the edges of town. This approach should allow new development to meet current low density designations while creating open space by clustering of structures.

LU-4 Reinforce the unique character of Main Street, Frog Level, and Hazelwood Central Business Districts

A. Provide access to a variety of amenities and services for current and future residents, visitors and workers including retail, employment, and recreation.

B. Maintain the “Downtown Character” that distinguishes these areas from other commercial areas.

- Require compatibility in siting, scale, massing, materials and detail, and enforcement of design standards within historic districts (this does not imply that all new development should replicate historic structures).
- Update Historic Guidelines for store frontages and commercial buildings.
- Update the LDS’ Table of Permitted Uses to extend select CBD uses into other activity nodes and reinforce neighborhood character.
- Encourage uses that generate commerce focused on arts, crafts, food /brew specialties, supporting “the maker economy,” in addition to retail.

C. Connect downtown Waynesville, Frog Level, and Hazelwood with surrounding neighborhoods, schools, trails and parks.

- Enhance the pedestrian environment by reducing curb cuts from main thoroughfares (access from side streets or alleys), and providing visible, safe crosswalks.
- Enhance urban gateways through redevelopment, landscaping, outdoor seating where feasible, signage and improved pedestrian facilities.
- Install directional wayfinding signs to central business districts, to public parking options, and to greenway and parks connections.
- Implement streetscape improvements to visually connect Frog Level with Main Street and promote visitor activity between the two areas along Depot, Miller, Commerce and Welch Streets.

- Improve visual and physical connection to Richland Creek, including opportunities with private development to create connections through alleys and structures to sidewalks and greenways, and consider additional trail spurs along the street to increase visibility and use

D. Support development of mixed uses and mixed use buildings that incorporate shopping, dining, lodging, residential, small industries, offices, and studios.

- Expand Business Districts at their edges by continuing their form and scale, applying mixed-use zoning to transition into adjacent residential districts.
- Define entrances into CBDs through Wayfinding, gateway treatments, crosswalk enhancements, decorative lights, and other streetscape elements.
- Continue small-scale placemaking in public places, including public art and historical markers reflecting the Town's heritage and culture.
- Promote mixed-use of buildings, including housing opportunities in upper stories within CBDs. Encourage adaptive reuse of structures to suit new needs such as housing and office space. Permit public uses of rooftop spaces.

E. Build on recent public realm improvements (parking lot, public art) in Hazelwood.

- *Expand the character of Hazelwood westward toward the expressway with streetscape improvements from the expressway to the railroad, including street trees, sidewalks, and gateway features.*
- *Allow for mixed-use along Elysinia and Hazelwood Avenue between the railroad and expressway.*
- *Redevelopment should employ village-style, form-based characteristics including building orientation, pedestrian facilities, screening of parking and loading areas, and signage.*
- *Encourage mix of uses including retail, residential, office, manufacturing and small industry.*

F. Encourage the redevelopment of Waynesville Plaza to a walkable mixed-use center incorporating retail, office, multifamily, and open space.

- *Redevelopment at the intersection of Howell Mill Road and Russ Avenue should be oriented to the street with parking behind, and a streetscape that creates a defined entry into Waynesville.*
- *Improve access to and from Russ Avenue and create a new connection to Howell-Mill Road and West Marshall Street, enhancing connectivity and providing an internal street system.*
- *Support opportunities to "green" the floodplain by replacing impervious surfaces with greenspace along the Richland Creek as an amenity and stormwater management practice.*

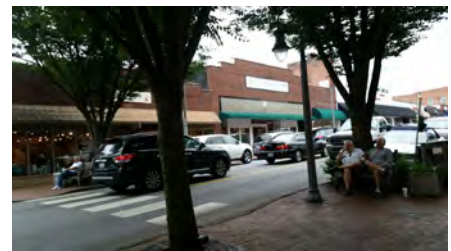
G. Encourage community and stakeholder collaboration in land use decisions.

- *Consider updates to LDS processes to promote collaboration between staff, elected officials, developers, and citizens..*

- Hazelwood, once the downtown for a unique Town, is now the southern gateway to Waynesville. It is surrounded by traditional, affordable neighborhoods, and contains under-utilized industrial and commercial space.

Proposed concepts leverage each area's strengths and increase housing and job opportunities. The scenarios reflect recommendations for compact /infill development, mixed uses, increased density, housing options and connectivity for all modes. Note that the illustrations are conceptual and not intended to be a representation of any proposed development or specific plan.

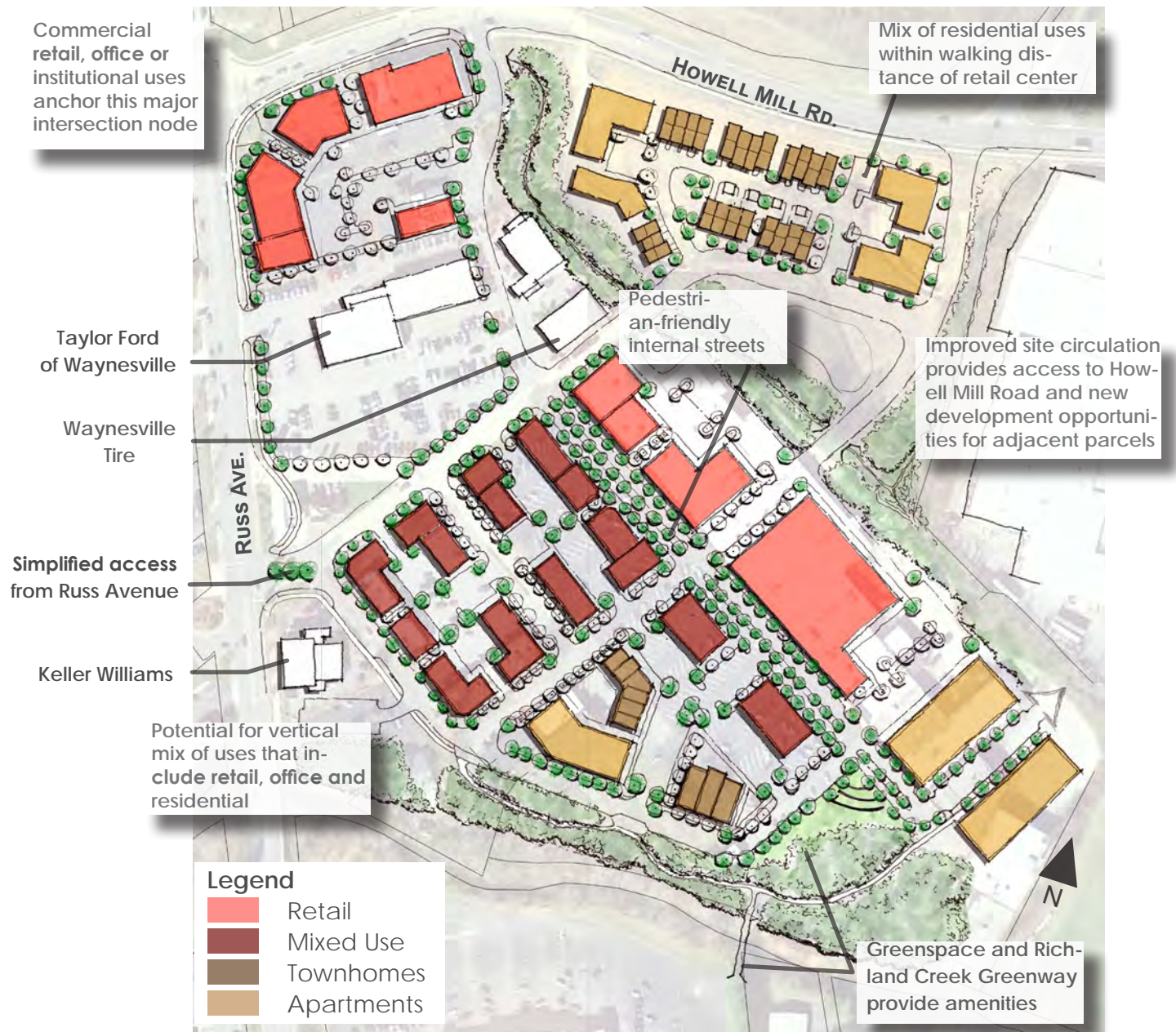
Main street provides the example for amenities with attention to design desired in the target areas, including: interaction of storefronts with a sidewalk, landscaping and shade trees, screened and strategic parking, and a mixture of large and small retail, restaurants, galleries, and residential uses.



Scenes from Main Street

WAYNESVILLE PLAZA

Directly north of downtown, Waynesville Plaza is an auto-oriented shopping center of two individual ownerships. The Plaza is adjacent to Richland Creek and proximate to Howell Mill Road, but is only connected by Russ Avenue. The proposed concept calls for reconfiguring retail, adding mixed use and residential options, and creating new community spaces. Circulation is improved with new connections to Howell Mill Road and West Marshall Street (with a greenway link). Concept also recommends that parking areas are more pedestrian-friendly (e.g. trees, sidewalks, and accessibility), the creation of greenway connections, and implementation of cohesive architectural and signage design.





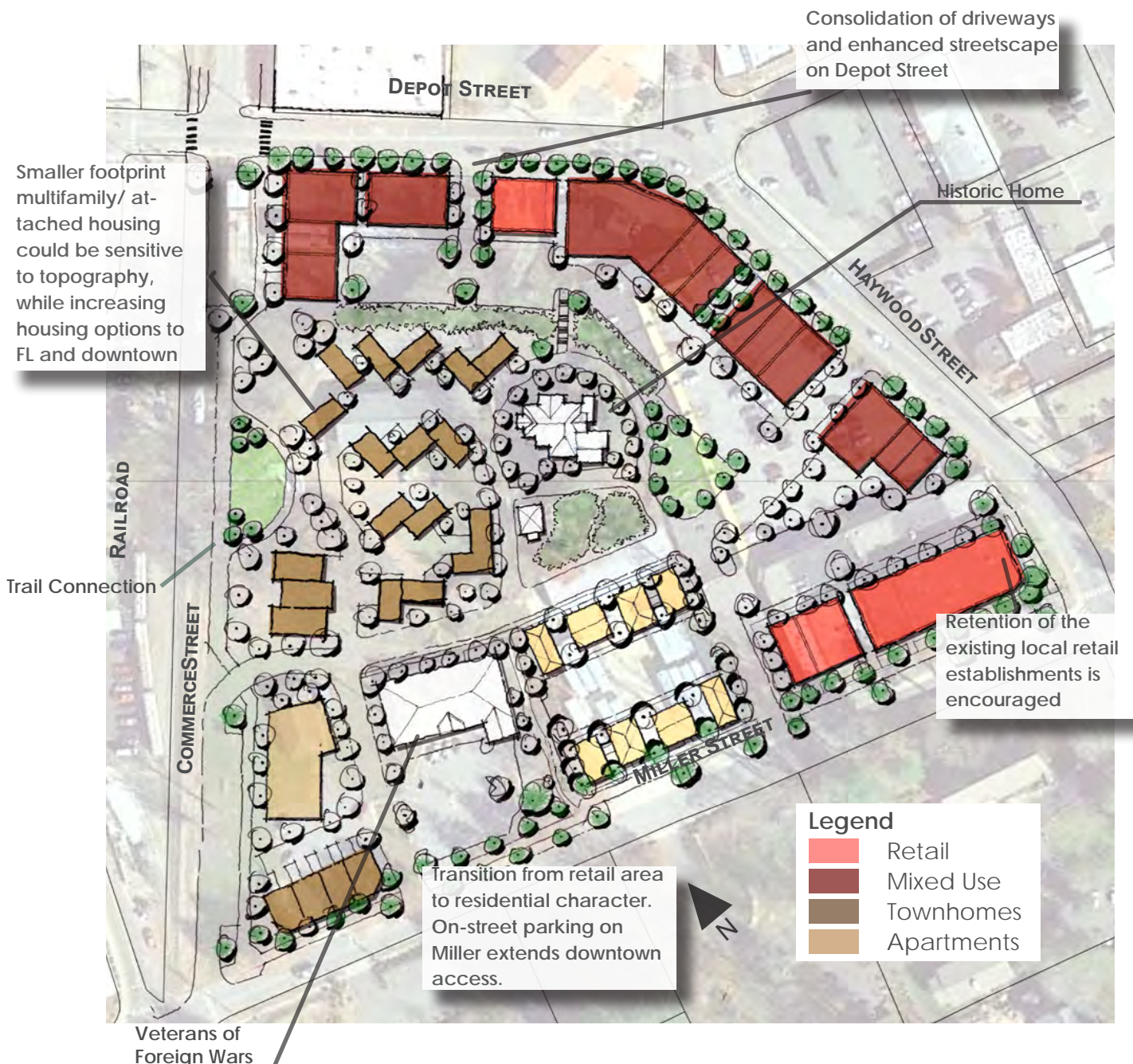
Above: The large impervious surface provides opportunities for infill development at Waynesville Plaza main shopping center to create additional commercial and residential spaces. Infill could create a Main Street feel similar to Waynesville's historic downtown.



Above: Main Street Waynesville draws citizens and visitors with its welcoming, pedestrian-scale design. The inviting storefronts create a prime location for festivals and gatherings.

FROG LEVEL DISTRICT

Frog Level is the low-lying area of Depot and Commerce Street developed around the railroad and is an historic district recognized on the National Register. The rail is still active. Current development includes a number of historic structures housing commercial, industrial, institutional, and residential. The proposed design utilizes strategic infill development and streetscape improvements as well as a more cohesive transition to nearby residential neighborhoods. It includes railroad track adjacent development and the compatible integration of diverse and multiple uses in an urban mixed-use form.

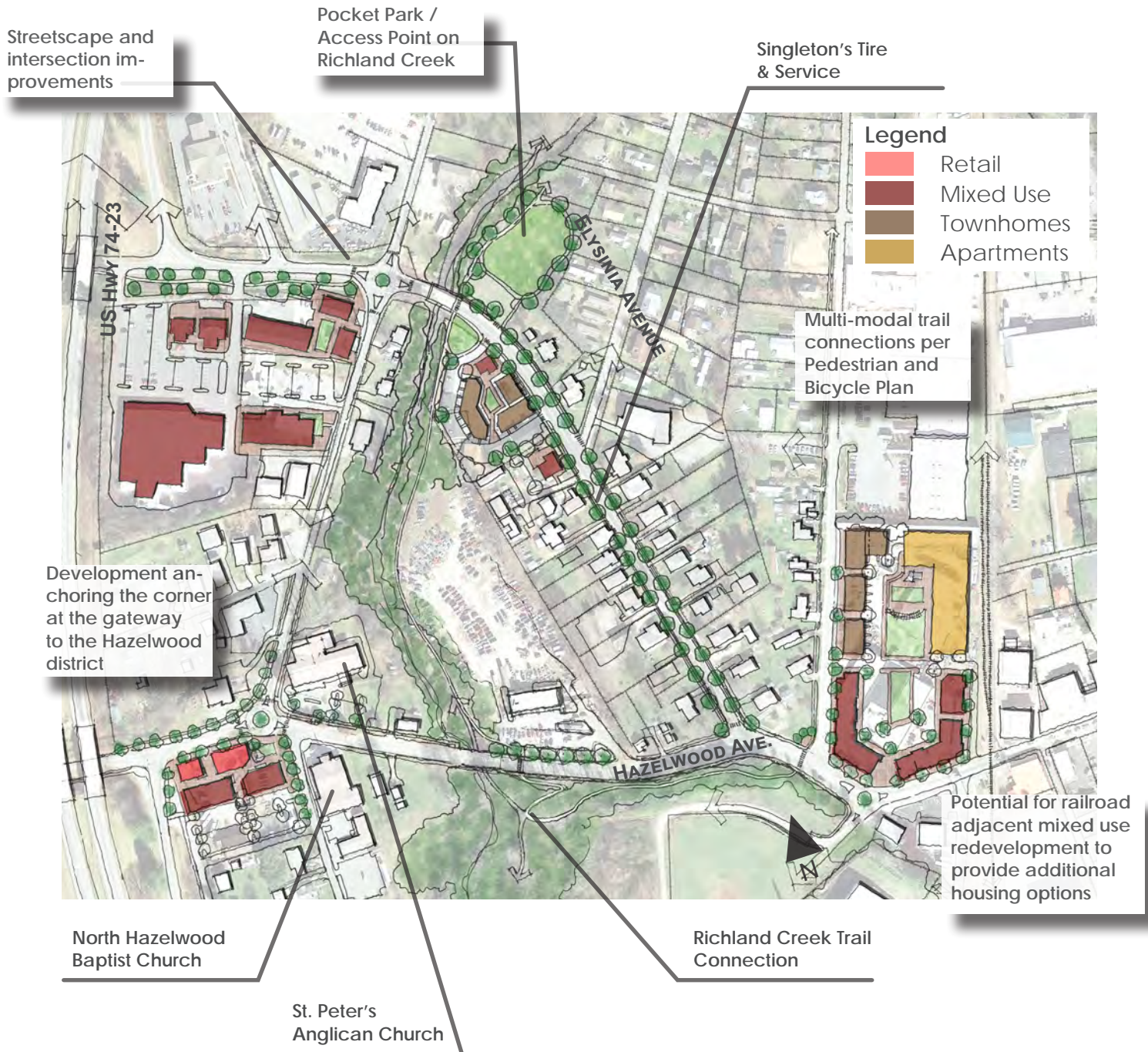




Shops on Miller Street between Frog Level and Downtown

HAZELWOOD GATEWAY

Exit 100 from US Highway 74/23 serves as one of the primary access routes to downtown Waynesville. However, the Hazelwood Avenue corridor does little to convey a sense of arrival to visitors and lacks connection to Browning Branch or Richland Creeks. This proposed concept plan formalizes the Hazelwood Gateway through streetscape improvements including two new roundabouts, vegetative screening of high-intensity uses, and connections to the creeks. A new, mixed use area with residences on the western side of the rail road contributes to place-making along the corridor and creates new commercial opportunity.





A mix of use types in Hazelwood.



HOUSING & NEIGHBORHOODS

As Waynesville and the western North Carolina region continue to grow, particularly in an environment where cost of living out-paces wages, the need for quality housing choices for all persists. This Plan focuses attention and prioritizes resources for options at all levels. Investment in housing can yield social and economic returns that strengthen the Town of Waynesville as a desirable place to live for all.

HN-1 Increase the availability of affordable and workforce housing

A. Support safe, affordable housing to rent and own at median price points.

- *Partner with Haywood County, Habitat for Humanity, Mountain Projects, Inc., Waynesville Housing Authority and other housing providers to provide safe, affordable housing to rent or own.*
- *Maintain and participate in the Haywood County affordable housing assessment and rental market study, and housing strategy.*
 - » Quantify cost-burdened households
 - » Estimate current and future demand for affordable and workforce housing
 - » Examine the impact of short-term housing rentals on housing availability

B. Provide Town infrastructure incentive grants for affordable and workforce housing.

C. Support the creation of a housing trust fund and public incentive grants for infrastructure to create affordable or workforce housing.

KEY TERMS

“Workforce housing” refers to housing that is affordable to workers and close to employment centers. Often the term refers to employees considered essential to communities such as public servants, police and fire personnel, teachers, and those in the service industry.

“Affordable housing” is the term used to describe housing that a household can obtain for 30% or less of its income.

“Housing choice vouchers (HCV)” are administered locally, but are funded through United States Department of Housing and Urban Development (HUD). The HCV is the federal government’s major program for assisting low-income individuals, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market.

“Public housing” is housing managed by local housing agencies such as the Waynesville Housing Authority (WHA) for low-income residents.

“Living wages” provide for basic necessities such as food and housing expenses as well as economic mobility.

D. Partner with Mountain Projects and other nonprofit organizations to support low-income residents.

- Educate residents regarding affordable, workforce and subsidized housing opportunities

Currently, 63% of housing is single-family detached units¹.

This lack of diversity coupled with low rental vacancy rates (1.6%), and very little new housing stock since the Great Recession (1%) has created a need to actively work toward increasing availability of both market-rate and affordable housing.

¹2016 ACS

HN-2 Increase the availability of multifamily and mixed-income housing

A. Focus higher-density, mixed-use development, including residential development where there is walkable access to services, shopping, and other amenities.

- Candidate locations include the redeveloping districts of Frog Level, Hazelwood, Waynesville Plaza and in the vicinity of Main Street. Encourage flexibility, including higher density housing types in other mixed use and commercial areas.
- Create cohesive and architecturally distinctive multifamily residential being mindful of the size, scale, and context of the surrounding neighborhood.
- Redevelopment of government-owned property, such as the Historic Haywood hospital site, that is vacant or underutilized through public/private partnerships.
- Encourage the reuse / repurposing of well-located, properties for affordable or mixed-income housing.
- Consider updates to the LDS to allow, by-right, mixed-income housing with accompanying special requirements and ensure code allows multi-family and single-family attached housing with appropriate accompanying densities.
- Consider adopting inclusionary zoning practices that encourage the construction of affordable and workforce housing through incentives and density bonuses for projects that include the construction of affordable and/or workforce housing.

HN- 3 Evaluate impact of short-term rentals on housing affordability and neighborhoods.

A. Consider LDS updates that define and manage how and where short-term rentals are allowed. Consider cottage development options within the LDS to allow small footprint or “tiny-home,” development.

B. Allow accessory dwelling units (i.e. garage apartments and “granny flats”) in all districts.

ECONOMIC DEVELOPMENT

Jobs and economic growth were identified as the most pressing issues that Waynesville faces today. Waynesville and the former Town of Hazelwood have a history of successful industry and tourism which allowed for sustained economic growth and employment. As larger scale manufacturing decreased, and the impacts of the 2008 recession carried forward, the Waynesville housing, retail and manufacturing sectors stagnated. In 2015, the Town's economy began rebounding, particularly in the area of tourism. However, the planning process revealed that the public recognizes that Waynesville's economy must grow in a balanced way that creates multiple opportunities for job growth beyond just services related to tourism and retail.

Several areas of opportunity for economic growth were identified in stakeholder discussions. Healthcare needs are growing as Waynesville and Haywood County's population grows and as the "baby boom" generation retires to the area or is aging in place. Additionally, entrepreneurship is growing as a new generation of creative business people are starting brewing, soda-making, restaurants, olive oils, soaps, and other goods and services which have tremendous potential to expand

ED-1 Strengthen Waynesville's existing and future workforce

- A. Coordinate closely with Haywood County Board of Education, Haywood Community College, and Western Carolina University to match job needs from employers with job training programs.
- B. Work in partnership with local agencies to increase housing options and increase substance abuse and mental health treatment and counseling opportunities.
- C. Promote and increase Waynesville's medical, health and wellness resources that serve all ages.

ED-2 Support the growth of local businesses

- A. Support existing, and recruit additional, industry and business types that are projected to grow in the region and pay higher wages.
- B. Work with regional efforts to enhance broadband services to expand on-line marketing and business potential.
- C. Support local farmers markets and special events that both connect local farmers and crafts people to markets, while providing attractions for visitors.
- D. Broaden the availability of high speed internet and modernize wireless communication facilities by participating in regional planning efforts and public/private partnerships.

AVERAGE EARNINGS BY INDUSTRY

Industry Title	2014 Employee Estimate	2024 Employee Estimate	Net Change	% Change	Annualized Growth Rate	Haywood 2017 Avg. Weekly Earning
Leisure and Hospitality	9,363	10,973	1,610	17.2	1.6	\$312.97
Accommodation and Food Services	7,914	9,411	1,497	18.9	1.7	\$377.22
Food Services and Drinking Places	6,484	7,859	1,375	21.2	1.9	\$293.50
Professional and Business Services	4,707	5,624	917	19.5	1.8	\$886.56
Trade, Transport., and Utilities	10,592	11,420	828	7.8	0.8	\$922.48
Construction	3,208	3,902	694	21.6	2.0	\$771.06
Health Care and Social Assistance	8,990	9,673	683	7.6	0.7	\$833.68
Educational Services	7,002	7,527	525	7.5	0.7	\$647.89
Professional, Scientific, and Technical Services	2,525	3,029	504	20.0	1.8	\$886.56

The table above shows average earnings by industry and projected growth (Source: NC Department of Commerce). Industries with higher projected growth rates and wages should be the focus of recruitment programs.

ED-3 Focus new business recruitment strategies

A. Continue to work closely with the Haywood County Chamber of Commerce, Asheville Chamber of Commerce, Haywood County Tourism Development Authority, and other regional partners

- Promote a healthy, open dialogue with this partnership to make sure Waynesville continues to be a player for new, expanding, or relocating businesses
- Encourage a "Responsible Regionalism" approach to economic development by coordinating with the greater region
- Provide information to enable updates to the Haywood Economic Development Council website to highlight available sites and buildings in Waynesville

ED-4 Support the continued growth of tourism in Waynesville

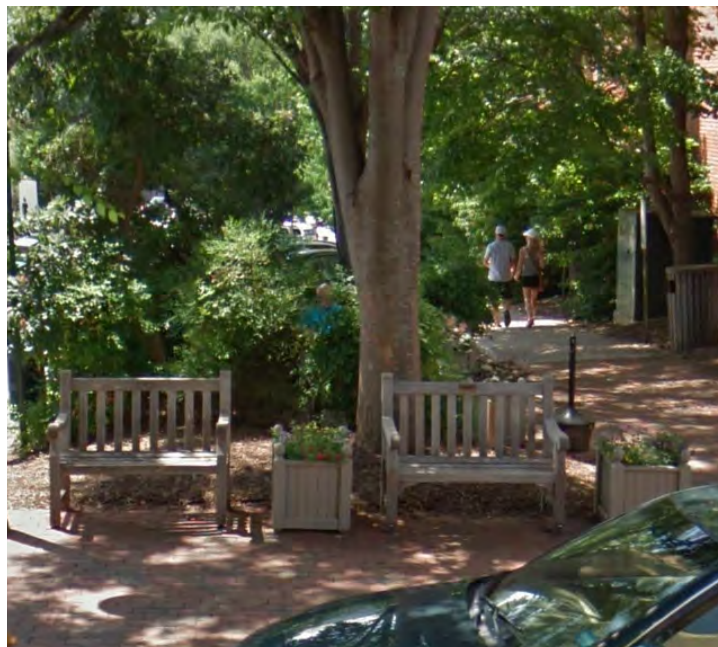
A. Encourage creatively designed, mixed-use, walkable centers.

- *Design for walkable commercial districts and pedestrian infrastructure that appeals to residents and visitors.*
- *Implement updates to streetscapes along and around Main Street.*

B. Promote Waynesville as a destination through the Tourism Development Authority, highlighting its downtown districts, historic bed and breakfasts inns, restaurants, and local reputation for hospitality as the “gateway to the Great Smoky Mountain Park” in support of our growing tourism industry.

C. Promote festivals, programs and events organized by historical and cultural organizations.

D. Support the Town’s Parks and Recreation Master Plan and Greenway Feasibility Study to develop recreational facilities that appeal to regional and neighborhood users.



Informal seating and planters in downtown Waynesville are examples of furnishings that should be common in pedestrian areas to invite visitors to linger.

ED-5 Promote small and independent businesses, entrepreneurship, and the maker economy

A. Support Waynesville’s “maker economy” of craft, art, brewing, furniture making, and other small, local manufacturing.

- *Leverage the low vacancy rate (2%) in downtown to create business opportunities in Frog Level and Hazelwood.*
- *Promote the construction of a dedicated makerspace within Waynesville to assist small businesses owners and entrepreneurs.*
- *Actively educate residents on the tools available through Haywood Community College’s Small Business Center and the Chamber of Commerce’s Business Incubator*
- *Support events that celebrate local and regional makers and artists, such as Farmer’s Markets, Craft Fairs, Art Walks and the Folkmoot International Festival.*

B. Support the year-round growth of Folkmoot as the cultural arts center of WNC.

WHAT'S A MAKER SPACE?

"Makers' Spaces emerged across the world in the last decade born out of a Do-it-Yourself (DIY) philosophy coupled by innovative technologies. These spaces located in communities, large and small, foster creative, sharing of products, services and ideas. Some maker communities are partnered with established education or business organizations and help drive the start ups and encourage entrepreneurship. The Frog Level and Hazelwood districts are perfect locations to grow this movement. There is an abundance of underutilized commercial and industrial structures that can be repurposed (adaptive reuse) to accommodate these studios, workshops and live-work spaces if the costs are competitive in these sometimes not fully finished spaces.

The maker movement contribution to Frog Level and Hazelwood could serve to further catalyze revitalization and extend the experience of visitors to Main Street. The spaces must be developed with the principles for a walkable, cohesive mixed-use district and as suggested in the concepts on previous pages.

TRANSPORTATION & CONNECTIVITY

Planning of multimodal transportation requires a coordinated effort involving local, regional, state, federal and other entities. Multi-modal transportation includes automobiles, transit and freight vehicles, pedestrians, cyclists, and other types of transportation (such as wheelchairs, segues, scooters, etc.) that move people and/or goods. The impact of transportation infrastructure on land use, economic development, recreation, and employment should be considered in all contexts.

STREETS

Planners and engineers must consider the need and purpose of a transportation project and how it may equally address safety, mobility, and the preservation of scenic, aesthetic, historic, environmental, and other community values. This requires a purposeful effort by the Town to work collaboratively with other agencies, citizens and property owners as part of the design process. Goal of roadway planning should be the safe, efficient movement of people (regardless of mode of travel), safety, and overall improvement of public space.

TC-1 Use roadway projects for community development – Improvements in streets should improve adjacent land values and aesthetics, and create economic opportunities.

A. Prioritize the design of each street to complement surrounding neighborhood land use and tailored to fit the environment for which it is being built.

- Monitor NCDOT projects and leverage funding for local goals through the French Broad River Metropolitan Planning Organization (FBRMPO).
- Ensure that NCDOT understands Town plans for adjacent land use along thoroughfares such as Russ Avenue, North and South Main Street.
- Continue to facilitate discussions between NCDOT and the public to address concerns related to project impacts and develop links to, or a page of, information on local transportation projects.
- Partner with NCDOT for new gateway elements, especially planned roundabouts to foster a sense of place for residents and visitors as they travel into Waynesville.
- Develop external street connections at Waynesville Plaza and work with business owners to make parking areas more pedestrian-friendly.
- Provide residents with mobility options by making sure neighborhoods are walkable and connected by transportation corridors. Encourage connectivity and include sidewalks and/or greenways as part of new commercial and major residential development.

B. Use data-driven analysis (traffic, pedestrian and/or bicycle studies) to manage transportation decisions. Consider lowering the LDS threshold for Traffic Impact Studies.

C. Conduct a sign inventory along Waynesville streets to identify areas that lack

Manual of Uniform Traffic Control Devices standard compliance and determine whether new signs are needed. Coordinate existing signage with regional wayfinding signage.

D. Implement short-term, low cost demonstration projects to highlight the feasibility of transportation infrastructure improvements and gain support for more permanent measures.

TC-2 Improve the local street network

A. Continue to allocate Town funding and/or Powell Bill funds for small scale community-supported transportation improvements.

B. Re-evaluate roadway design standards in the LDS to accomplish multi-modal goals while being sensitive and realistic within Waynesville's mountain topography.

- *Evaluate roadway standards to reduce impacts on the natural environment and improve conditions for pedestrians and bicyclists, allowing for alternative street standards for areas with steep topography.*
- *Evaluate narrower lane widths to deter unsafe behavior. New or redesigned streets with speeds under 45 miles per hour could have a default lane width of 10 feet; this can be flexible (e.g. increasing the lane width for high bus or freight traffic, or for emergency vehicle accessibility).*

C. Develop a "Smart Roads" framework, a metric for roadway network planning by modes, using Level of Service (LOS) evaluations to decide which roads should prioritize different travel modes (such as transit, bicycle, pedestrians, freight, cars) and update the Town's street classification system accordingly.

D. Implement a proactive approach to stormwater management using available rights-of-way to expand vegetated areas to capture and filter excess rainwater as part of the Town's stormwater utility function.

GREENWAYS

Greenways can increase a community's physical activity, improve water quality in streams, shorten commute times, and boost real estate value and business investment. The Town has demonstrated a commitment to adding miles to the greenway network, with plans in place for a continuation of the Richland Creek Greenway that will ultimately traverse the entire length of Waynesville.

TC-3 Implement the 2010 Comprehensive Pedestrian Plan in designated greenway corridors.

A. Continue to design and implement shared use pathways according to the NCDOT Bicycle Facilities Planning and Design Guidelines, with equal or more progressive designs to accommodate both pedestrians and cyclists.

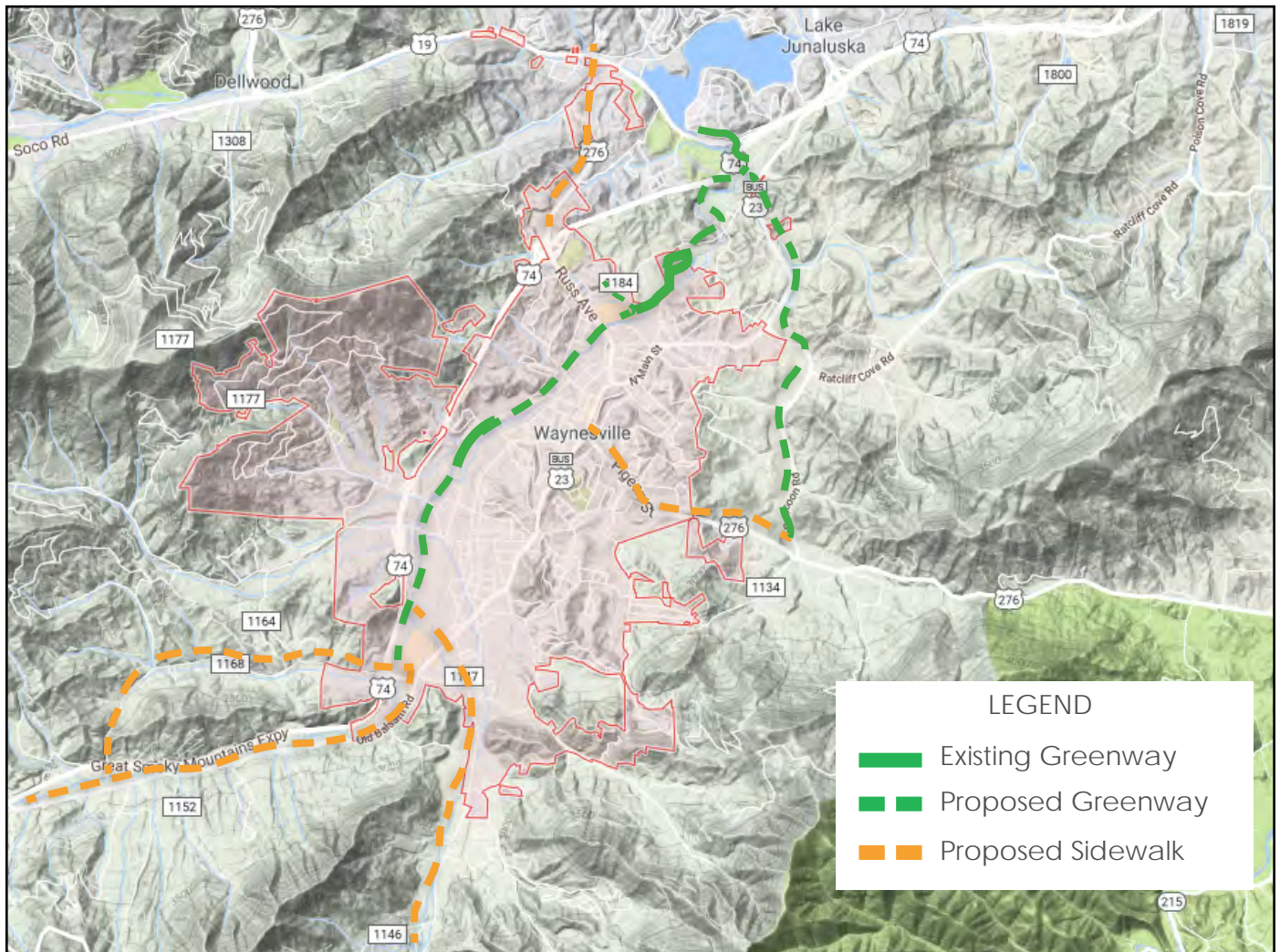
- *Update the Town's LDS to state that trails shall be 8-14 ft wide (instead of 6-14); 8 ft wide can be allowed in short, constrained sections, 10 ft wide is standard, but 12 ft or 14 ft wide pathways are preferred in high volume areas or near parks and schools.*
- *Ensure all roadway crossings along greenway routes are properly marked and designed with current pavement marking and signage standards to ensure safety, comfort, and effectiveness of this network*
- *Ensure that all cost estimates include pavement marking and signage costs and maintain an up-to-date cost estimation tool for multimodal design*
- *Require all greenway easement agreements on private property to specify adequate room for both the construction and maintenance of the trail.*
- *Use available easements as a preliminary trajectory for greenways such as unopened, platted rights of way, utility and sewer easements for cost-effective routing in accordance with the Greenway Feasibility study.*

B. Continue to fund the planning, design, and construction of the Richland Creek Greenway.

- *Pursue funding for new feasibility studies for greenways along Raccoon Creek, Allen's Creek, and connecting the Recreation Center, the Town's new property along Woodland Drive, and the Waynesville Industrial Park.*
- *Consider connecting Waynesville Plaza, the Richland Creek Greenway, and West Marshall Street with the construction of a new pedestrian bridge.*
- *Coordinate greenway and greenway connection planning with redevelopment such as the Mountain Creek Plaza, improvements to the Waynesville Plaza, and Russ Avenue or South Main.*

C. Conduct a feasibility study on the Raccoon Creek Greenway that will service Junaluska Elementary School and help with water quality efforts.

Greenway & Sidewalks (Proposed)



Excerpt from the 2010 Waynesville Pedestrian Plan

3 RECOMMENDATIONS

BICYCLES & PEDESTRIANS

As the region plans for and develops greenways, it is important to also invest in a network of on-road bicycle and pedestrian infrastructure to enable safe access to and from off-road facilities. Waynesville should continue its commitment to bicycling and walking as a commonplace form of transportation as well as an enjoyable recreational activity. While not everyone rides a bicycle, everyone is a pedestrian. Pedestrian safety should be an early consideration in every transportation and development decision, whether it is parking, landscaping, speed limits, or roadway design.

TC-4 Support bicycling and walking as a viable modes of transportation

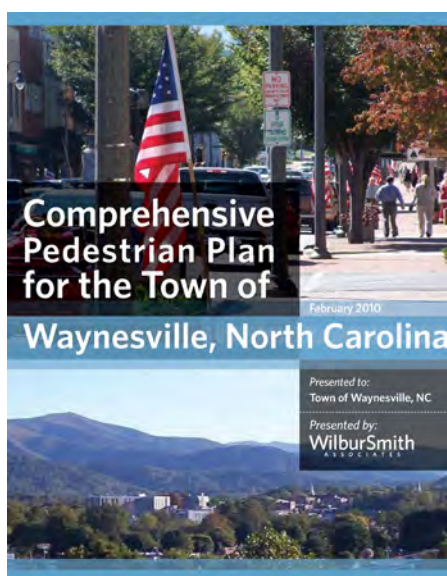
A. Maintain own policies in support of bicycling infrastructure, such as the provision of bicycle parking by the Town and as part of new development.

B. Invest in Bicycling infrastructure as part of new NCDOT and local projects, including connections to greenways, bikelanes, and shared lane markings (sharrows).

C. Prioritize pedestrian safety, connectivity and accessibility through LDS standards for sidewalks, accessibility, street trees and vegetation.

- *Conduct a comprehensive sidewalk condition survey to prioritize infrastructure improvements and adhere to ADA accessibility standards and the Town's ADA Transition Plan.*
- *Where opportunities arise in the roadway design process, ensure pedestrian refuge islands, bulb-outs, and reduced curb radii are programmed and installed on improvement and repaving projects to improve pedestrian safety*
- *Consider lowering speed limits where pedestrian activity is high.*

D. Update the Comprehensive Bicycle and Pedestrian Plan as a combined plan which includes updated roadway, greenway and other infrastructure information.



The Waynesville Comprehensive Pedestrian Plan and the Haywood County Comprehensive Bicycle Plan were adopted in 2010 and 2011, respectively.

TRANSIT, EMERGING TECHNOLOGIES, & PARKING

The French Broad River Metropolitan Planning Organization (MPO) and Land of Sky Rural Planning Organization (RPO) allocate substantial funding for improvements to rural and small-town transit service. Haywood County established a fixed-route bus system in 2019. Land-of-Sky Regional Council Transportation Demand Management works to promote information and opportunities for transit access and regional connections including ride-sharing. Bus-stops, park and ride areas, and education are needed to support these efforts. Additionally, new technology may bring autonomous vehicles (AVs) and micro-mobility options like electric scooters and bikeshare programs that should be addressed for their infrastructure needs, potential, and impacts.

TC-5 Support Haywood County Transit

- A. Prioritize the addition of fixed-route bus service both within Waynesville and regionally by advocating for its funding and implementation.**
- B. Prioritize pedestrian infrastructure along designated bus routes and insure adequate facilities, including signage and seating, at transit stops.**

TC-6 Prepare for micro-mobility and autonomous vehicles (AVs)

- A. Draft a preliminary permitting process for bicycle and e-scooter rentals so that the Town is prepared if a pilot program is launched.**
 - *Research existing data and case studies to weigh pros and cons from cities and towns that have implemented micro-mobility programs*
- B. Monitor advances in autonomous vehicles and planning resources in preparation for the potential impacts of AVs.**
 - Ensure that Public Services can maintain and update traffic control devices (signage and striping), which influences AVs' ability to communicate and respond to the built environment.
 - Develop specific curbside AV pickup and drop-off policies in different places.

TC-7 Rethink parking in Waynesville

- A. Identify sensible yet innovative approaches to parking policy, infrastructure, pricing, and enforcement for all vehicular types.**
 - *Conduct a parking study to evaluate and monitor parking demand, particularly around the Central Business Districts, and revisit parking requirements within the LDS. Modify as needed*
 - » Re-evaluate minimum requirements may to accommodate visitor and shared parking needs in new residential developments over a certain threshold.
 - » Evaluate driveway spacing standards for residential uses and consider requiring alley loaded lots and on-street parking in certain circumstances.
 - *Evaluate and improve wayfinding signage and/or education to encourage utilization of existing public parking.*

RECREATION, CULTURAL & NATURAL RESOURCES

The location, geography, and other physical characteristics within and around Waynesville have drawn people to the Town for generations. The heart of the Town sits in a valley along Richland Creek between the Plott Balsams to the west and the Great Balsam Mountains to the east. Views from town extend up the forested mountain sides to peaks that exceed 5,000 feet. As the Gateway to the Smokies, Waynesville is the social, commercial and historic center for the area, and is the largest municipality west of Asheville.

Preserving vistas and access to the out-of-doors is a priority for the residents and stakeholders that participated in public input for this plan. The following recommendations conserve and protect the visual and ecological integrity of the landscape and encourage development and site design that respect natural assets.

REC-1: Provide adequate access to parks and open space

A. Maintain and enhance existing parks and improve access to open space through implementation of the Parks and Recreation Master Plan and LDS Standards.

- *Partner with public and private entities to provide public open space in underserved areas of town. Neighborhood Parks such as those being developed at Chestnut Park and Calvary/Craven provide important public greenspace that enhance surrounding areas.*
- *Prioritize sidewalk and greenway projects that improve access to parks.*

B. Continue to require open space reservation in new development and revisit LDS regulations to ensure open spaces are contextually adequate, consistent with community goals, and easy to understand and apply as part of development approvals.

- *Areas with unique natural features on the urban rural fringe may need a higher amount of passive open space to fit into the surrounding environment or as part of Conservation Subdivision Design.*
- *Clarify civic space vs. open space requirements in new developments.*



Improving access to multiple types of open spaces and amenities can improve the quality of life enjoyed by existing and future residents of Waynesville.

C. Allow public art and historic markers as an option to fulfill civic space requirements as part of new development in industrial districts, along the railroad corridor, and designated gateways.

D. Develop neighborhood parks to provide convenient greenspace and recreational opportunities in residential areas.

REC-2: Be stewards of the natural environment through land use planning and site design

A. Conserve open space and farmland by promoting infill and encouraging development in the urbanized areas of town.

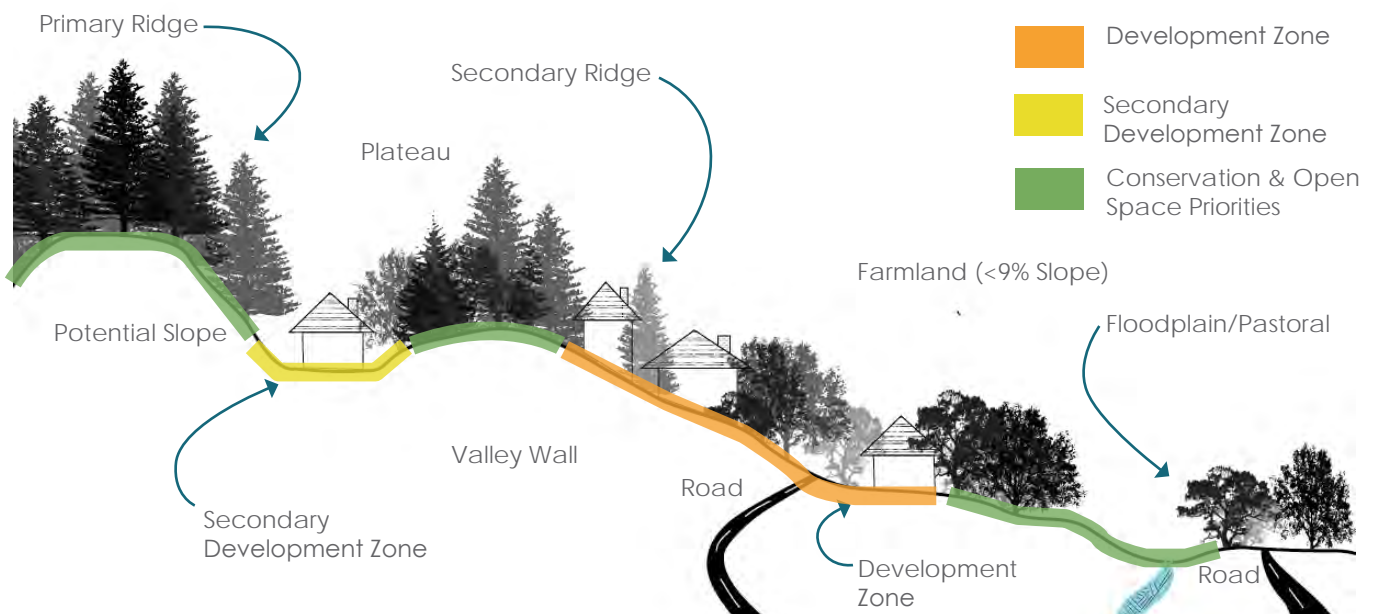
- Promote the re-use and redevelopment of existing commercial and residential areas through zoning tools such as flexible standards, conditional districts, and special use permits.
- Discourage utility extension outside of the defined Urban Services Boundary (USB)

B. Limit disturbance and protect ridgelines and slope areas over 2,900 feet in elevation with continued enforcement of hillside development and steep slope standards.

- Discourage clear cutting and mass grading, especially on slopes visible from public rights-of-way, and design residential streets and neighborhoods with the contours of the land to reduce cut and fill on slopes.

C. Promote the use of natural species in all landscape and buffer requirements, and in public parks, greenways, streetscapes, and municipal facilities.

VALLEY & RIDGE CLUSTER DEVELOPMENT



On the edges of Waynesville, valleys extend into the mountains with views of agricultural lands along floodplains. In these areas development should be clustered near the valley wall near a existing or newly planted tree-line. Pasture lands on the valley floor could be preserved as open space in the foreground. Steeper slopes and primary and secondary ridges should be preserved to avoid landslides and impacts to views.

C. Encourage conservation design for areas on the urban fringe with high value natural resources such as steep slopes, views and vistas, agricultural lands and/or important habitat.

- *Utilize the conditional zoning option to allow for creative design appropriate for Residential Conservation areas.*
- *Amend the LDS to allow for cluster or conservation option in the Residential Conservation and Low to Medium Density areas on the Future Land Use Map and associated zoning districts. This option could allow for narrower lot widths and lower minimum lot sizes, and flexibility in roadway and parking standards, in exchange for higher amounts of open space.*
 - » *Prioritize reservation of primary conservation areas such as steep slopes (greater than 25%), view sheds, vistas, floodplain, stream corridors and buffers, mature forest, areas adjacent to Natural Heritage Natural Areas (NHNA), wetlands, and unique habitats, etc.*

D. Protect and enhance the Town's forests.

- *Encourage/ require tree preservation along road frontages and streams through enforcement of landscaping and buffer requirements.*
- *Develop the Town arboretum and continue local forestry practices within public areas and parks to preserve and enhance our urban forest, with an emphasis on native species.*

REC-3: Protect and connect unique features, parks and trails

A. Protect rural lands, iconic views and mountain vistas.

- *Work with local Land Trusts and conservation programs using land conservation and agricultural easements and other tools.*

B. Think of greenways, parks and open space as a system of green infrastructure that protects environmentally sensitive areas, that provides stormwater and flood management, and promotes urban forestry.

- *Encourage interconnected open space preservation with new subdivisions to facilitate safe passage for wildlife and enjoyment for residents.*
- *Identify and inventory outstanding scenic landscapes, areas, views, heritage trees and other features which define the character of the Waynesville area and work to conserve areas identified as natural assets, including:*
 - » *Plott Creek Valley, Eagles Nest Mountain (especially at elevations over 3,000 ft), land adjacent to and connections to public lands and the Pinnacle Ridge Natural Heritage Natural Area (NHNA) on the south side of Town, the Richland Creek floodplain and important wildlife corridors.*

C. Manage and green the floodplain.

- *Revisit the Town's Flood Hazard Mitigation Ordinance to discourage fill in the 100 year floodplain, require a minimum structural elevation, flood proofing and*

mitigation projects, and monitor areas within the 500 year floodplain projections on the Flood Insurance Rate Map.

REC-4: Protect and enhance gateway features

A. Pursue targeted public art, beautification projects, landscape plantings and streetscape improvements in the rights-of-way of major gateways to town.

- Specific Recommendations for Major Gateways include:

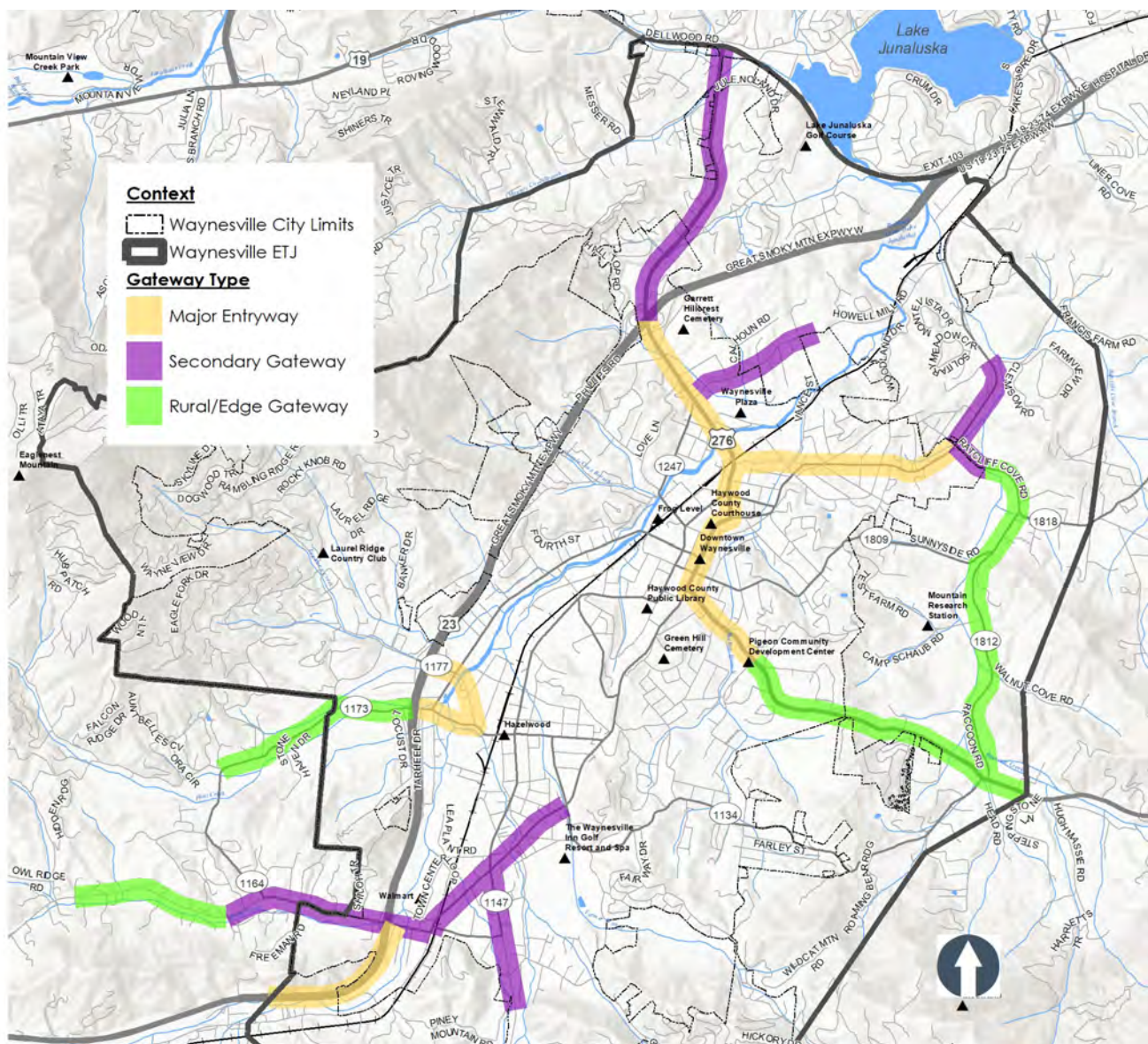
- » US23 / Great Smoky Mountains Expressway: Evergreen plantings and stonework could be located on the south side of the expressway and define the approach into Waynesville. Trees in these areas could increase the canopy in the riparian area of Richland Creek, which would have benefits related to capturing and storing stormwater upstream of town.
- » Russ Avenue: Street improvements should improve conditions for pedestrians. New development should be oriented towards the street and buildings brought close to intersections. Street trees should provide shade to pedestrians and buildings should have architectural details, depth and transparent facades.
- » US276 (Main Street and Pigeon Street): Pedestrian scale lighting and crossing improvements should be implemented at key locations. Opportunities for public art including sculpture and murals should be evaluated. New development should mimic the urban form of Downtown with multi-story buildings, architectural details and parking located behind buildings.
- » South Main/Hyatt Creek Road and North Main: tie gateway features into roundabouts and streetscape elements in conjunction with NCDOT roadway improvements. Encourage extension of sidewalks, thru connections between new developments, street trees and plantings, buildings brought close to the street, and screening of parking lots and storage areas.

B. Encourage preservation of mature forests and foreground meadows as open space along secondary gateways and in developing areas. In areas of redevelopment, encourage new pedestrian facilities, street trees, consolidation of driveways and screening of parking lots and storage areas.

- Specific Recommendations for Secondary Gateways include:

- » Allens Creek Road: New development should mimic the small-scale, residential form of this corridor. The existing sidewalk should be repaired and extended toward the Town boundary.
- » Howell Mill Road: New development should be sensitive to the existing residential in the area and respect topography. New residential development should be designed to limit impacts on views from Howell Mill Road. Heritage trees should be preserved, particularly along property lines and steep slopes. Agricultural fields should be preserved as open space, a community garden or commons. New homes should front open space where possible.
- » Asheville Highway / Ratcliff Cove Road Area: Building masses should be concentrated near intersection. Parking and service areas should be located in

3 RECOMMENDATIONS



The map above shows important gateways into Waynesville. Types of gateways and recommendations are outlined below.

- **Major Gateway:** These corridors are primary entrances into Waynesville along major corridors. Targeted public art, beautification projects, landscape plantings and streetscape improvements within the rights-of-way should be considered for these corridors. New development should be oriented to the street, buildings should have architectural details, transparent facades with depth. Buildings should be brought close to intersections and parking should be located behind buildings. Street trees, improved pedestrian crossings and pedestrian scaled lighting should be part of roadway improvements and/or new development.
- **Secondary Gateways:** These corridors are located along areas prime for new development or redevelopment. In areas of new development encourage preservation of heritage trees, mature forests and foreground meadows as open space. In areas of redevelopment encourage new pedestrian facilities, street trees, consolidation of driveways and screening of parking lots and outdoor storage areas.
- **Rural/Edge Gateways:** These gateways mark the transition from urbanized areas to agricultural and natural areas surrounding Town. These corridors' development intensity should be limited using conservation design that preserves viewsheds and sensitive natural areas by clustering development away from natural resources.

rear of buildings and/or screened. Setbacks and landscaping should increase along Ratcliff Cove Rd farther away from Asheville Highway.

- » Russ Avenue (North of GSM Expressway): New development should improve the standardization of the streetscape and include sidewalks and street trees. Development should be scaled to manage topography and minimize mass grading of hillsides.

C. Limit intensity of development and encourage cluster or conservation design along rural gateways.

- *Specific Recommendations for Rural Gateways include:*

- » Raccoon Road, east Pigeon Street, Hyatt Creek Road and Plott Creek Road west of GSM: Preserve viewsheds and valuable natural resources as amenities by clustering development away from these features. Locate and design buildings and employ landscape plantings to minimize visibility from public roads. Cluster mixed uses at key intersections or close to the GSM.

REC-5: Protect and improve water quality through managing stormwater, encouraging Low-Impact Development (LID) techniques and targeted restoration activities.

A. Protect the Richland Creek Watershed through park and greenway development, the enforcement of buffers, stormwater and land disturbance regulations.

- *Monitor and regulate stormwater and implement best management practices and education according to the Town's Phase II Stormwater Plan.*
- *Consider implementing a stormwater fee to help mitigate water quality and flooding impacts of impervious surfaces and to assist with implementation of the Plan, including activities such as storm drain maintenance, street sweeping, urban forestry, stream bank restoration, development of rain gardens and*

WATERSHED RESTORATION ACTIVITIES

Planting vegetation in riparian areas can help stabilize stream banks, reduce stream temperatures and improve water quality. The Haywood Waterways Association has partnered with the Town and landowners to conduct restoration activities, including riparian plantings, livestock exclusion fencing and installation stormwater collection devices in the Richland Creek and Hyatt Creek watersheds.



Why use LID?

Reduce runoff at source of rainfall

Prioritize in areas that provide public green space

Enhanced tree canopy for heat and runoff mitigation

Support neighborhood revitalization

WHAT IS LOW-IMPACT DEVELOPMENT?

Low impact development (LID) is an innovative stormwater approach with a basic principle that is modeled after nature. LID's goal is to mimic a site's pre-development hydrology by using techniques to infiltrate, filter, store, and evaporate runoff close to its source. LID is viewed as a more environmentally sound technology and a more economically sustainable approach to addressing urbanization.



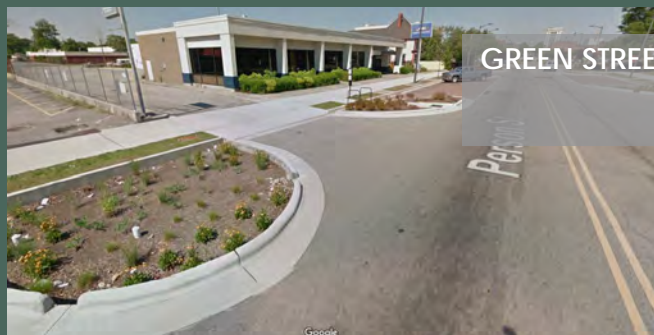
PERMEABLE
PAVERS



BIORETENTION



SILVA CELL



GREEN STREETS

Source: lid-stormwater.net

swales, and preservation of greenspace within Town parks, greenways, and other rights-of-way.

B. Continue partnership with Haywood Waterways Association and other entities to monitor and improve water quality.

- *Identify opportunities for tree planting on public lands, rights-of-ways and in coordination with large land owners.*
- *Identify opportunities for stream and riparian area restoration along Richland Creek and its tributaries.*
- *Partner to preserve land along Richland Creek for greenways, neighborhood parks and fishing access.*

C. Encourage the utilization of Low-Impact Development techniques to the maximum extent possible.

- *Where possible, avoid development of steep slopes (i.e. >25%) to reduce erosion and potential land slides.*
- *Encourage incorporation of low impact development techniques such as pervious pavements, Silva Cells, bioretention areas and green roofs in new development and redevelopment.*
- *Provide Low Impact Development guidance/best practices for industrial, commercial, and residential projects and allow for alternative street design for very low-density residential areas.*

REC-6: Promote best management practices in energy efficiency and waste management.

A. Continue to engage in and promote best management practices related to clean vehicles and fleet management, energy efficiency, collection and processing of solid waste, recycling, and vegetation debris, and the elimination of blight and litter.

B. Promote green buildings and the use of solar and wind technologies.

- *Consider green building certification for new town-owned buildings and promote educational opportunities for builders to improve energy efficiency of buildings during major retrofits or new construction.*
- *Continue alternative fuel vehicles as part of fleet updates and participation in the Clean Air Campaign.*
- *Study cost/benefit and feasibility of solar and wind energy installations on town-owned buildings and sites.*

REC-7: Protect and promote Waynesville's historic and cultural resources

A. Seek opportunities for public space improvements within historic districts.

- *Implement streetscape improvements and updates along Main Street and in*

Frog Level.

B. Continue to invest in Historic Preservation

- *Maintain an active Historic Preservation Commission and promote applications to the National Register and Local Landmark programs, educational events that promote Waynesville's history and encourage private property owner participation in historic preservation.*
- *Seek state and federal grants/funds and target projects that enhance historic resources, such as:*
 - » Update the Waynesville Study List
 - » Conduct study and application for National Register designation for the Love Lane Neighborhood.
 - » Pursue additional research on Dix Hill Cemetery
 - » Restoration of the Spring House gazebo at Sulphur Springs Park
 - » Other projects identified by the Historic Preservation Commission
 - » Update the Town of Waynesville Design Review Guidelines for Historic properties and districts and the process for certificates of appropriateness.

C. Support collaboration between local cultural institutions, artists and organizations to educate Waynesville residents about our unique heritage



Page Intentionally Left Blank

INFRASTRUCTURE & SERVICES

The Town of Waynesville provides a variety of infrastructure and services to support development within the town including water and sewer, waste management, electrical power, and stormwater control. Maintaining adequate services to support the desired growth pattern is the principle focus of the recommendations in this chapter.

IS-1 Continue to carefully plan for water and sewer utility needs.

A. Limit extension of urban services beyond the revised Urban Services Boundary (USB).

- *Prioritize system expansion to sustain existing development and direct growth to targeted areas and away from sensitive habitats.*
- *Consider exceptions to the USB on a case-by-case basis for:*
 - » Civic uses
 - » Economic development
 - » Conservation subdivisions
 - » Improving resiliency of utility system (e.g. water loops)
 - » Special situations including (NCDOT needs)
 - » Environmental, health and safety concerns

B. Promote an efficient wastewater collection system by discouraging pump stations in new development.

C. Execute plans for upgrades to the sewer plant.

D. Use the USB to exercise context sensitive planning and zoning compliance in the extraterritorial jurisdiction (ETJ).

E. Encourage only very low density development (cluster-type or large-lot single family) in rural areas and/or areas outside of the USB.

IS-2 Improve public safety coverage.

A. Focus police, fire and emergency service improvements within the USB.

IS-3 Improve broadband and wireless availability

A. Coordinate with regional internet infrastructure providers of to enhance high speed internet to areas outside of the core of downtown.

B. Continue policies of co-location and permitting of wireless facilities and towers.

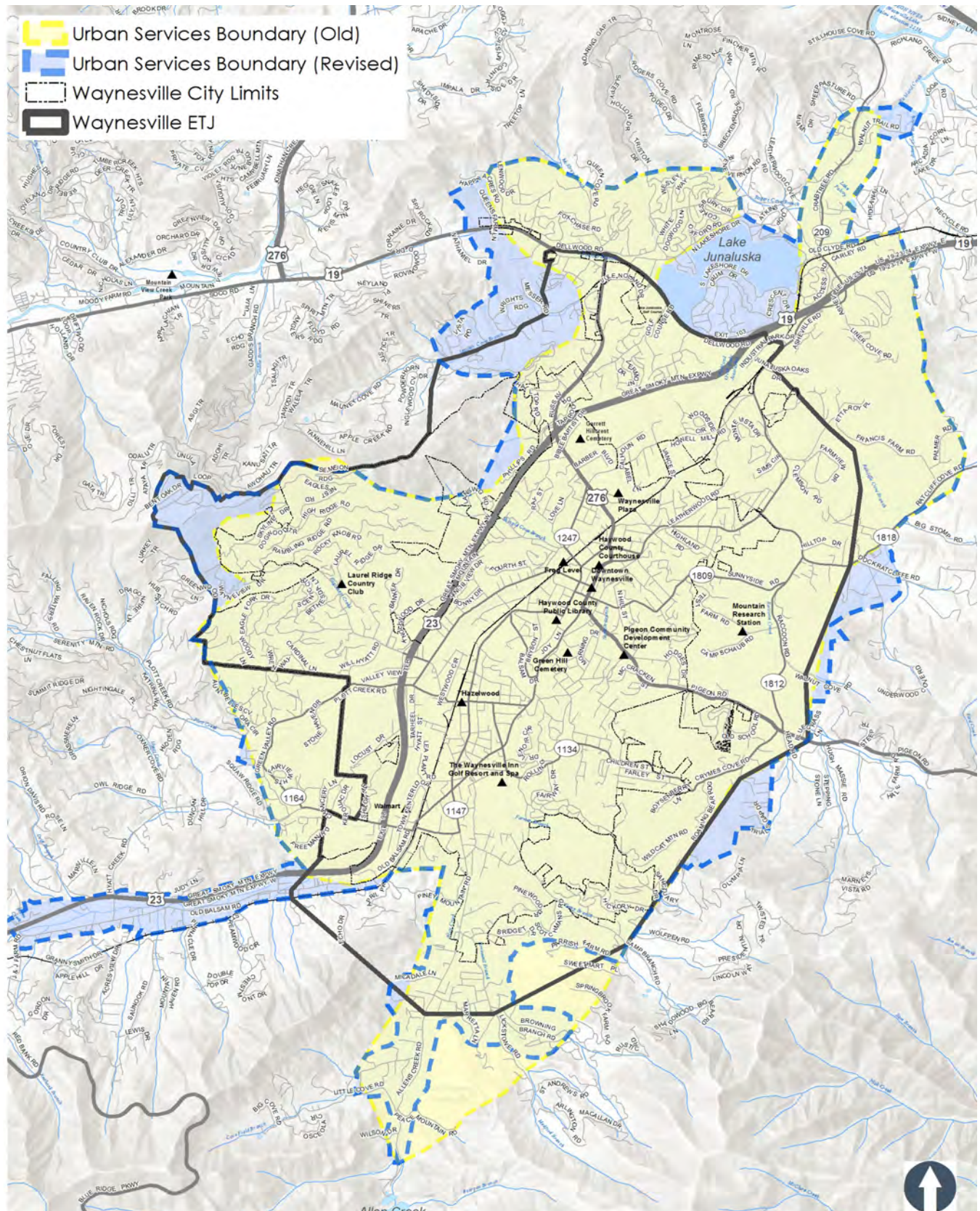
The Urban Services Boundary (USB) is a growth management tool that limits the extent to which the Town will extend water and sewer services. This limits the intensity of development in rural area surrounding the town and helps to preserve agriculture, sensitive habitats and mountain views and vistas.

The USB was established in 2002 with the adoption of the 2020 Land Use Plan and is meant to be re-evaluated periodically. During this planning process the USB was updated.

The revised USB has been brought in near areas where steep slopes and ridges exist and development would impact these resources. It was also extended in some areas. Two major areas where the USB has been extended are along Mauney Cove Road and along the GSM Expressway. Much of these areas is still included in the Rural land use classification.

Overall the USB has increased by 10%. From 19.5 square miles to 21.6 square miles.

Urban Services Boundary - Updated





2035 ACTION PLAN



The 2035 Action Plan contains **specific, actionable steps** Waynesville can take to meet the goals and vision identified during this planning process. Each step will involve collaboration between local and regional stakeholders such as town staff, elected officials, appointed boards, residents, community leaders, businesses and non-governmental organizations.

The recommendations in Chapter 5 are distilled into discreet actionable items in this section. The proposed actions provide strategies to accomplish the community's goals and vision. The 2035 Action Plan is designed as a tool for making decisions about land use, transportation, the investment of resources and use of public funds. The Town Aldermen, Planning Board, Town departments including Development Services, Public Services, and Parks and Recreation will consult the Plan, as will those in the development community, non-profits, and regional agencies.

The success of the Comprehensive Land Use Plan will be measured in part by the application and practice of the recommendations and actions. The Town should review the action plan periodically to see if priorities still align with the community goals. That review is a time to check actions off the list and shift priorities as necessary.

AGENCIES AND PARTNERS

The Comprehensive Land Use Plan is intended to be implemented over several years during which boards, commissions, and staff may change. It is important to identify the organization taking the lead on a specific action and list the partners needed to accomplish that task. The partners may not always be governmental organizations. Business groups, major employers, non-profits and others are needed to stay on task and assist with resources. A list of agencies and abbreviations is shown in the adjacent sidebar.

It is important to note that the goals and actions outlined on the matrix on the following pages are for consideration only, and do not constitute an obligation on any organization's part to lead or even participate in any given activity.

TIME FRAME

The following action steps are assigned approximate time frames for implementation which may vary based on economic influences and other factors:

- » Ongoing: Tasks that may be implemented in a series of incremental steps or tasks that are ongoing, continuous efforts.
- » Quick Wins: Tasks that could be undertaken immediately and/or implemented within twelve months of the Plan's adoption.
- » Short-Term Opportunities: Tasks that could be initiated within 0-3 years of the Plan's adoption.
- » Medium-Term Opportunities: Tasks that are on a 2-5 years time-frame after the Plan's adoption.
- » Long-Term Opportunities: Tasks that are on a 5+ years after the Plan's adoption.

Primary Agencies

BA	Board of Alderman
PB	Planning Board
ZBA	Zoning Board of Adjustment
CC	Chamber of Commerce
DS	Development Services
PS	Public Services
PR	Parks and Recreation
HPC	Historic Preservation Commission
AC	Arts Commission
HC	Haywood County
NCDOT	NC Department of Transportation
HEDC	Haywood Economic Development Council
WHA	Waynesville Housing Authority
DW	Downtown Waynesville Association
SC	Southwestern Commission
LS	Land of Sky Regional Council
FBRMPO	French Broad Regional Metropolitan Planning Organization
LNGO	Local Non-governmental Organization
SMHP	Smoky Mountain Housing Partnership
HCC	Haywood County Community College
TDA	Tourism Development Authority
SC	Southwestern Commission

Goals	Action	Lead Agency	Timetable
Goal 1: Continue to promote smart growth	<p>1. Update design requirements in the land development standards.</p> <ul style="list-style-type: none"> » Update commercial/mixed use design requirements to ensure: <ul style="list-style-type: none"> » High quality design regardless of major vs minor site plan » Adjust applicability of design guidelines for commercial, non-residential and multifamily structures and sites regardless of proximity to right of way » Designation of primary street (street that development is facing) and excluded limited access roads » Clarify transparency regulations to emphasize high degree of transparency on primary street-facing facade » Review design regulations for single family homes to ensure compliance with State statutes and equity among review types (subdivisions v individual home permits) 	DS, PB, BA	Short-term
	<p>2. Update land development standards to encourage infill and new housing opportunities within the Town limits.</p> <ul style="list-style-type: none"> » Provide flexibility in housing type and dimensional requirements to support infill development and conservation design » Study/implement a railroad overlay district to encourage redevelopment along the railroad corridor, especially in areas with access to existing/future greenway 	DS, PB, BA	Short-term
	<p>3. Consider updates to land development regulations and processes to promote collaboration between staff, elected officials, developers and citizens.</p> <ul style="list-style-type: none"> » Consider a legislative review process for Major Site Plans and Major Subdivisions that is not quasi-judicial. » Remove all references to Appearance Commission, and Protect Petitions. » Expand pre-submittal meeting to include the Technical Review Committee. » Require application completeness and prior to Planning Board and Alderman review. » Task ZBA with all quasi-judicial procedures: special use permits, variances, and appeals. » Update LDS to comply with statutory changes in G.S. Chapter 160D. 	DS, PB, ZBA, BA	Short-term

Goals	Action	Lead Agency	Timetable
Goal 2: Create range of housing opportunities and choices.	<p>1. Preserve and reinforce community character through updates to buffer standards and development design along gateways</p> <ul style="list-style-type: none"> » Create standards to require buffers or other acceptable site and building design along the Great Smoky Mountain Expressway to create a unified natural appearance and screen back of house functions of adjacent development, except in areas where building facades are possible » Develop context sensitive design standards for gateways that facilitate high quality development that is pedestrian-friendly, composed of high quality materials, and complimentary of the existing gateway and community character. 	DS, PB, BA	Short-term
	<p>2. Create a range of housing opportunities and choices</p> <ul style="list-style-type: none"> » Maintain a land supply database that identifies vacant and under-utilized properties in potential infill areas for mixed use and residential development. » Consider inclusionary zoning policies and incentives in all districts within the LDS. » Support the efforts of the Realtor community in the creation of a Housing Trust Fund. » Work with other Municipalities and Haywood County to implement the Haywood County Housing strategy and monitor housing goals. 	DS, HEDC, WHA, SMHP	Short-term
	<p>3. Create an Infill Action Plan that identifies key infill opportunities and may include:</p> <ul style="list-style-type: none"> » Conceptual design » Specific recommendations to ensure compatibility with existing development » Conversations with land owners and/or developers » Land acquisition strategies and potential partnerships to increase housing options » Begin study to determine potential uses of Town-owned properties. 	DS, HEDC	Short-term
	<p>4. Limit extension of utilities and town services to the extent of the revised Urban Services Boundary</p>	DS, PS	Ongoing

Goals	Action	Lead Agency	Timetable
Goal 3: Protect and enhance natural resources	1. Revisit land development regulations to improve open space/civic requirements. <ul style="list-style-type: none"> » Evaluate and update open space requirements and criteria » Consider the addition of a cluster or conservation option in the land development regulations » Update development regulations to encourage the preservation of key natural features along Secondary and Rural Gateways, and to expand the Town's Parks and Greenways system 	DS, PR	Short-term
	2. Continue to inventory and map unique natural, cultural and historic resources. <ul style="list-style-type: none"> » Evaluate and prioritize land for conservation. See conservation suitability map on page 121. » Include cultural assets in all planning initiatives. » Update the Historic Study List in coordination with the State Historic Preservation Office. 	DS, HPC	Ongoing
	3. Maintain and improve access to parks <ul style="list-style-type: none"> » Implement and update the Parks and Recreation Master Plan » Partner with Haywood County and other entities to acquire land for parks and open space » Update Pedestrian and Bicycle Plans to study where missing links in the pedestrian and greenway network can improve access » Continue neighborhood parks development (i.e. Chesnut Park, Calvary Craven Park, East Street Park, Sulphur Springs Park). 	DS, PR	Long-term
	4. Continue efforts to improve water quality <ul style="list-style-type: none"> » Implement a stormwater fee to create an on-going funding source for management practices » Identify opportunities for tree planting and stream and riparian area restoration » Provide LID guidance/best practices for industrial, commercial, and residential projects » Utilize partnership with Haywood Waterways to improve public awareness and implement projects 	DS, PS	Short-term & Medium-term

Goals	Action	Lead Agency	Timetable
Goal 4: Protect and promote cultural resources	1. Integrate historic and cultural resources into town planning and development regulations <ul style="list-style-type: none"> » Study/implement opportunities for public space improvements in mixed use areas and central business districts » Promote public art and historic information <ul style="list-style-type: none"> » Include art and history installations as an option to fulfill civic space requirements in new development » Incentivize the inclusion of art and historic markers in new development » Study potential role for public art in revitalization efforts 	DW, DS, PR	Medium-term
	2. Study/implement gateway improvements along major corridors (i.e. streetscape improvements, lighting, pedestrian enhancements, wayfinding and signage, public art, undergrounding utilities, etc.)	DW, DS, PR	Medium to Long-term
Goal 5: Create opportunities for a sustainable economy	1. Support Workforce Development and Educational programs <ul style="list-style-type: none"> » Partner with Haywood County Community College to promote the Community Health Foundation's program to expand professional education in medical fields; and to expand HCC's professional training, small business, and other programs. » Look for opportunities to expand Western Carolina University programs and classes in Waynesville. » Create internships and opportunities within the Town of Waynesville. 	CC, TDA, HEDC, HCC	Ongoing
	2. Support Growth of and recruitment of businesses in Waynesville by maintaining active participation in the Chamber of Commerce, Economic Development Committee, and the Tourism Development Authority.	CC, TDA, HEDC, HCC	Ongoing
	3. Support tourism and the maker economy <ul style="list-style-type: none"> » Provide continued support of and partnership with the Downtown Waynesville Association and support activities within the Town's Central Business Districts. » Continue implementation of Special Events policies and coordination » Review the LDS to create opportunities within the Town of Waynesville's industrial areas and along the railroad corridor. 	CC, TDA, HEDC, HCC	Ongoing

Goals	Action	Lead Agency	Timetable
Goal 6: Create an attractive, safe and multi-modal transportation system	1. Implement the 2010 Comprehensive Pedestrian Plan and Greenway Study. <ul style="list-style-type: none"> » Continue planning and development efforts of the Richland Creek Greenway. » Develop a long-term funding approach to break the project into manageable phases and eventually connect this project to Lake Junaluska and other regional trail projects. » Waynesville can lead through vocal advocacy, financial commitments, and working with local landowners on property easements. 	<i>PR, DS, NC-DOT, Haywood County, Property Owners, Haywood Greenways Council, Haywood Waterways Association.</i>	On-going
	2. Support the Haywood Greenways Council <ul style="list-style-type: none"> » Collaborate to develop a comprehensive greenway map for the county region » Participate in developing the Pigeon River Greenway, Hellbender Trail, and other broader regional connections. 	<i>PR, Towns of Waynesville, Clyde, Canton, Maggie Valley, and Lake Junaluska, Haywood County.</i>	On-going
	3. Build local and regional multimodal transportation advocacy and planning capacity <ul style="list-style-type: none"> » Consider enlisting a volunteer Bicycle & Pedestrian Coordinator or dedicated staff member to organize meetings in an effort to continue a dialogue about multimodal transportation » Meet with nearby towns in the region and share successes and opportunities » Support or begin bicycle and/or pedestrian counts at key locations <ul style="list-style-type: none"> » These could be led by consultants, regional agencies and/or NCDOT » Biannual volunteer counts could be considered 	<i>DS, Towns of Waynesville, Clyde, Canton, Maggie Valley, and Lake Junaluska, FBRMPO, HC</i>	Medium-term
	4. Participate in regional transportation planning and NCDOT's STIP Prioritization Process <ul style="list-style-type: none"> » Participate in all NCDOT STIP prioritization meetings, French Broad River MPO TCC meetings, and any other regional corridor planning efforts to make sure Town officials and residents are aware of NCDOT's roadway improvements in the area. » Advocate for multimodal infrastructure on all NCDOT projects and work to install gateway artwork or monuments in all roundabout designs. 	<i>DS, NCDOT, French Broad River MPO, Town of Waynesville, Haywood County.</i>	Ongoing

Action		Lead Agency	Timetable
Goal 7: Create an attractive, safe and multi-modal transportation system	1. Adopt a Complete Streets Policy <ul style="list-style-type: none"> » Include policy and make decisions about bicycle, pedestrian, and transit oriented language in LDS. » Revise LDS street design guidelines. 	BA, DS, PW, NC-DOT.	Short-term (2021); Ongoing Re-view (every 2-4 years)
	2. Support Haywood County Transit <ul style="list-style-type: none"> » Demonstrate support for Haywood County's plan for a fixed-route bus system in the region. » Stay involved in the planning process and make sure that all bus stops will have access to a connected sidewalk system with ADA accessibility. » Coordinate with local property owners along the fixed route and host several public meetings to make sure that the bus system meets the needs of residents. » Help to fund bike racks at bus stop locations in town. 	BA, DS, PW, CC, FBRMPO, Haywood County, Mountain Projects	Short-term
	3. Improve safety and design of local streets <ul style="list-style-type: none"> » Develop a priority list of key intersections and corridors for short-term, low-cost, and scalable bicycle and pedestrian projects. » Work with community to design traffic and street improvements (protected bike lanes, bulb outs, midblock crossings, street trees, pocket parks, greenspace, etc.). 	BA, FBRMPO, NC-DOT	Short-term (2020-2021); Ongoing on an annual basis (i.e. one new project per year)
	4. Organize an Open Street Events <ul style="list-style-type: none"> » Allow non-motorized transportation to enjoy full use of a roadway segment. » Vehicular traffic can be rerouted effectively to allow Virginia Ave, Commerce St, Branner Ave, Montgomery St, or portions of Main Street to be locations for events. 	BA, FBRMPO, CC	Ongoing on an annual basis

	Action	Lead Agency	Timetable
Goal 8: Create an attractive, safe and multi-modal transportation system	1. Prepare for Micro-Mobility and Autonomous Vehicles (AVs) <ul style="list-style-type: none"> » Investigate experiences with bikeshare and e-scooters among peer communities. » Draft preliminary permitting processes so the Town is not caught off-guard if a company offers to provide service. » Ensure Waynesville's Public Services Department is equipped to update and maintain sufficient traffic control devices. » Monitor emerging AV policy examples and develop language regarding AVs to include in the Code of Ordinances. 	<i>DS, FBRMPO, Blue Ridge Bicycle Club.</i>	Ongoing review of current trends, FHWA guidelines, and NCDOT policies
	2. Rethink Parking in Waynesville <ul style="list-style-type: none"> » Study the potential for street retrofits to increase on-street parking and improve bicycle facilities » Strategically repurpose certain on-street parking spaces along key commercial corridors for streetscape improvements such as street trees, wayfinding, and bulb-outs. » Monitor and evaluate parking requirements. <ul style="list-style-type: none"> » Update Unified Development Ordinance » Conduct a downtown parking study » Create a streamlined process for businesses and property owners to install bike parking in the right-of-way (corrals on the street and single racks on the sidewalk). 	<i>BA, DS, PW, NCDOT.</i>	Medium-term

5

COMMUNITY PROFILE



Demographic data including age, income, housing, the economy, and other information provide a quantitative understanding of trends in Waynesville and the surrounding area.

Analysis of the data augments community feedback, and reveals key themes that support the Town's goals and **influence the plan's policies and recommendations.**

POPULATION & HOUSING

Population

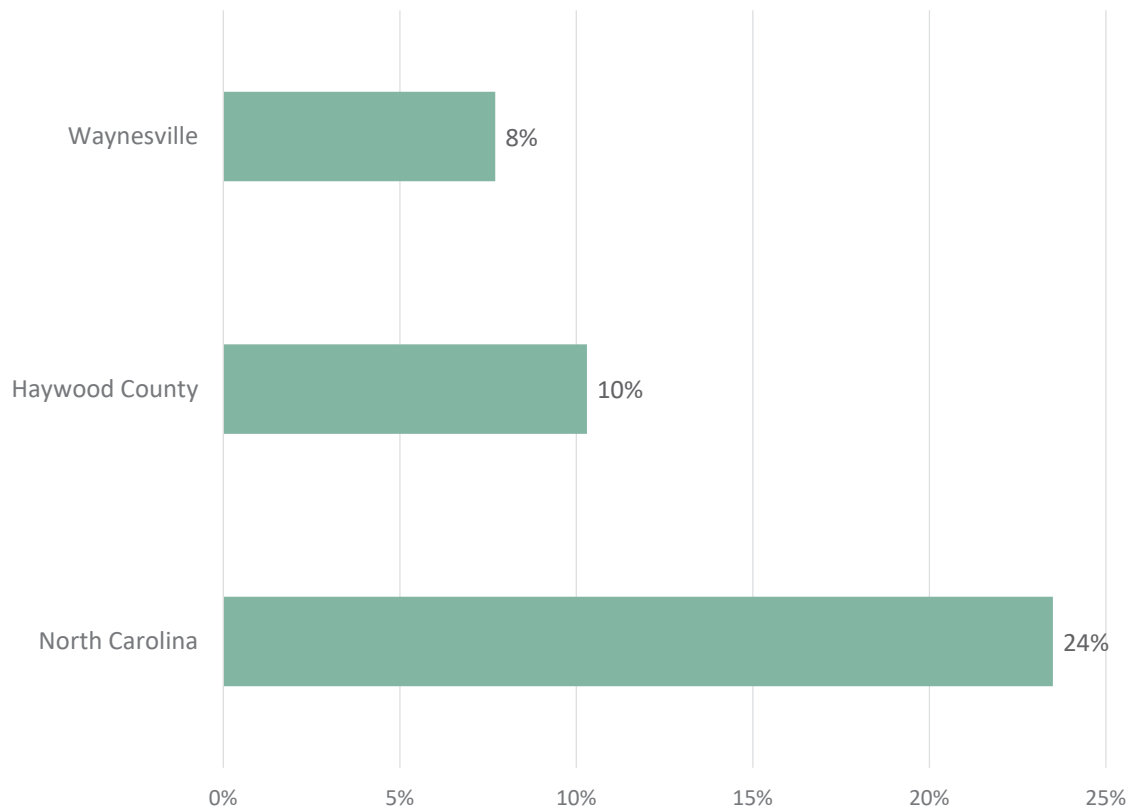
Western North Carolina continues to be a desirable place to live, work, and play, and Waynesville is no exception. Between 2000-2016, Waynesville's population has grown approximately 8 percent and Haywood County 10 percent.

In 2016, the largest age group was 60+ years, suggesting that people stay (or move to Waynesville) when they retire. The next largest groups were age 15 or less and the 25-34 year age cohort, respectively.

According to 2016 American Community Survey (ACS) data, the median age in Waynesville was 48.3 years, slightly higher than Haywood County (47.2) and around 25% higher than North Carolina (38.3).

The median age in Waynesville is **48.3 years**, slightly higher than Haywood County (47.2), and 25% higher than NC (38.3).

POPULATION GROWTH COMPARISON 2000-



Source: US Census Bureau (2016 ACS)

Housing

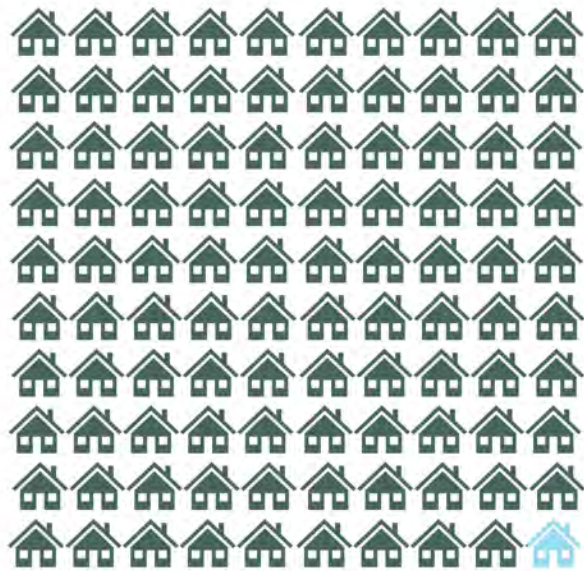
The number of housing units in Waynesville has grown nearly 25 percent between 2000 and 2016, representing an increase of approximately 1,155 units. However, of that total, only 1 percent were built since 2010.

The lack of new housing stock has caused rental rates and real estate prices to rise significantly, resulting in a need for workforce and affordable housing. The ACS data from 2016 reveals median rent to be approximately \$725 dollars per month. Anecdotally, in 2019, it is not uncommon to hear of manufactured homes or single-bedroom apartments renting for \$800- \$1000 dollars per month.

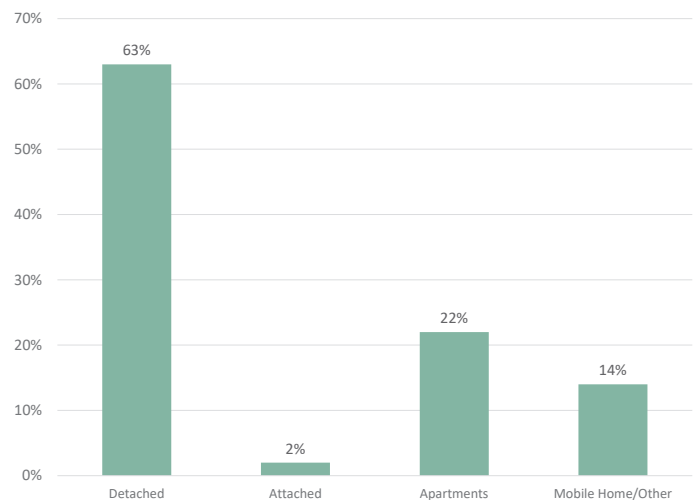
More of concern is that 40 percent of individuals paying rent are paying 35 percent or more of their annual household income on housing. Twenty-three percent of single-family home owners are paying more than 35 percent of their annual household income on housing. When a family pays more than 30% of household income toward housing, they are considered "cost burdened." Among single-family home owners, 23.2% are paying more than 35% of their annual household income on housing.

HOUSING GROWTH

Out of a total of 5,900 housing units, only 1 percent have been built since 2010.



HOUSING BY TYPE



Source: US Census (2016 ACS)

What is Affordable Housing?

Federal guidelines classify a household as “low-income” if it makes less than 80 percent of the median income in the local area. The federal Department of Housing and Urban Development (HUD) defines an affordable dwelling as one that a household can obtain for 30 percent or less of its income. HUD considers families who pay more than 30 percent of their income for housing “cost burdened” and recognizes these families “may have difficulty affording necessities such as food, clothing, transportation and medical care.” So, a dwelling is considered “affordable” for low-income families if it costs less than 24 percent

Housing Value

After the 2007-2008 recession, the median home value in Waynesville dropped by \$15,000, but has been growing steadily since 2013. Increases in housing value are due to a variety of factors but includes limited new housing product and the fact that Waynesville serves as a center for housing for the greater region. Demand for seasonal homes in Waynesville and Haywood County as a whole has also led to increases in housing value and concerns over availability of affordable housing for a wide range of income levels.

\$211,250

Median home
value in the Town

Source: MLS, February, 2019

Housing Preference

In 2016, over 60 percent of Waynesville residents lived in single-family detached homes. Apartments were the second-most common type of housing units, followed by mobile homes and attached single-family homes (townhomes, etc.).

Visioning workshop attendees who represented an older population expressed a preference for single-family attached and detached housing over multi-family housing. For the low-to-moderate income housing visual preference exercise, attendees selected two-story detached single-unit dwellings as their preferred style with two-story attached single-unit dwellings as the next preferred style of residential development. Denser, multi-family apartment complexes received almost no votes as the preferred style of low to moderate income housing.

For town center/infill housing, attendees overwhelmingly preferred small, craftsman-style bungalow visuals over more suburban style single-family dwellings. Single-story “bungalow



Images preferred by visioning workshop participants included homes with front porches and craftsman style.

court” style apartments were second-most popular based on visual preference.

The median household income in Waynesville (\$37,612) is lower than that of the county, state, and nation. Unemployment is low, but the Town’s poverty rate (23.1%) is relatively high compared to North Carolina.

MEDIAN HOUSEHOLD INCOME



Source: US Census Bureau (2016 ACS)

EMPLOYMENT

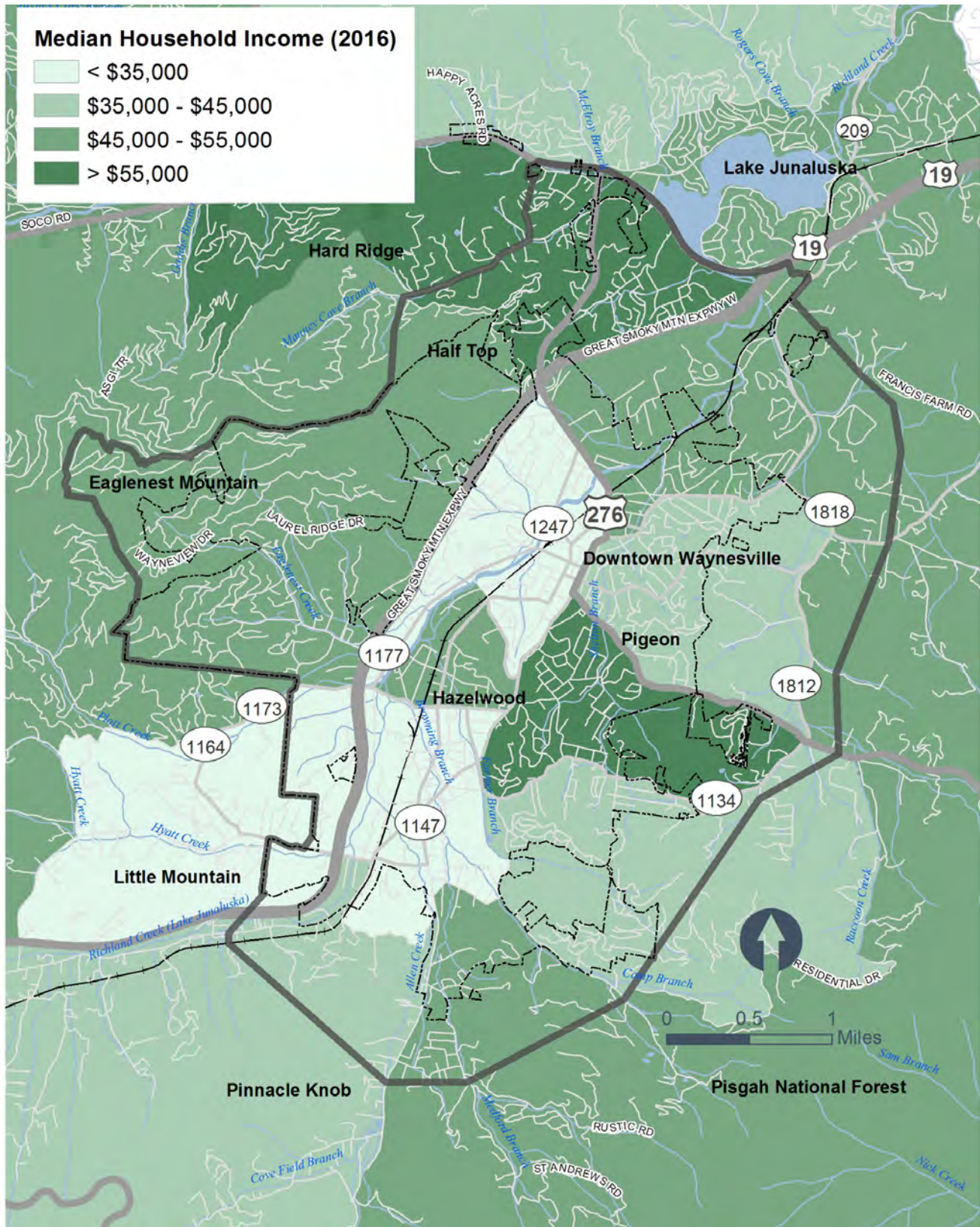
According to the ACS survey, the largest employment sectors in Waynesville in 2016 were Education, Healthcare, and Social Assistance Services, followed closely by Retail Trade.

The top 5 employers in the Waynesville area are:

- » Haywood County School System
- » Ingles Markets
- » Haywood Vocation Opportunities, Inc.

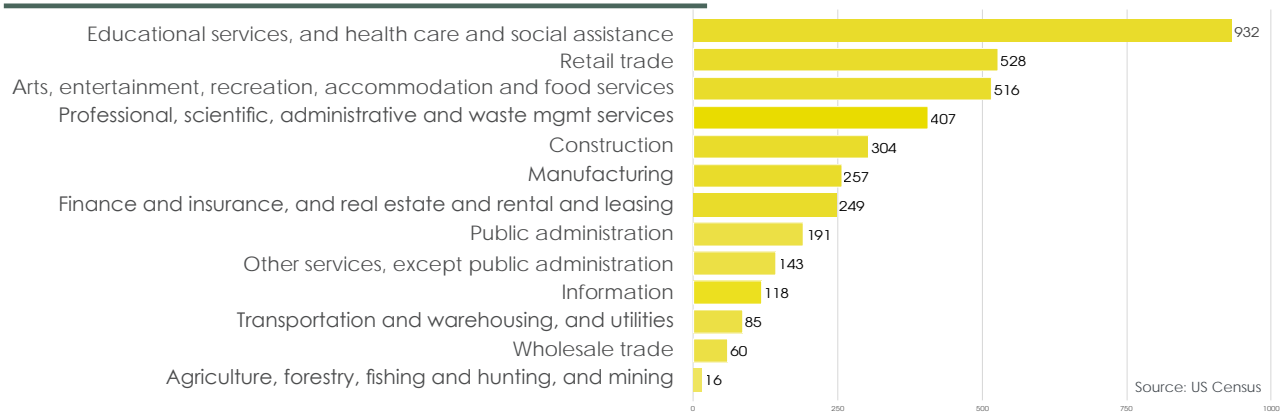
TOP 3 INDUSTRIES

	Educational Services, Health Care and Social Assistance
	Retail Trade
	Accommodation and Food Services

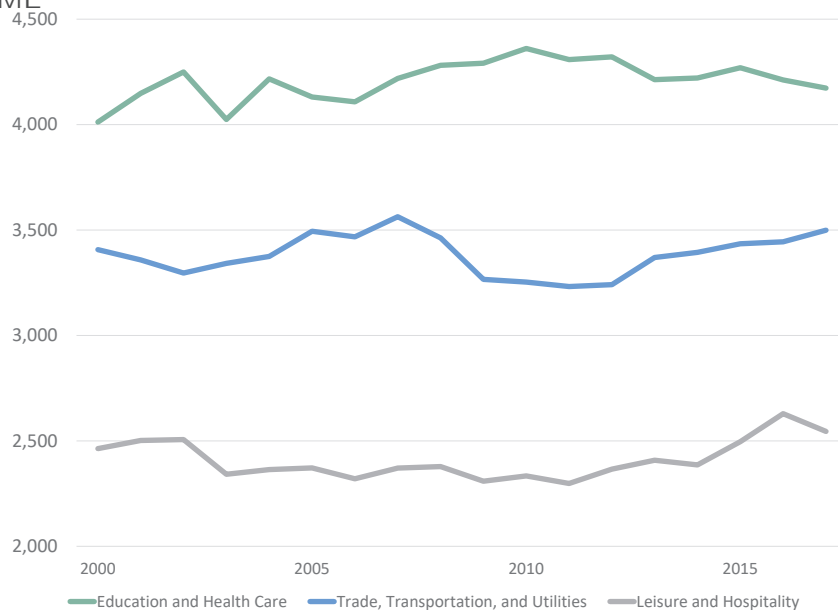


Employment projections for the region show that industry types projected to grow the most include leisure and hospitality; accommodation and food services, construction, and professional, scientific, and technical services. Weekly wages for some of those growth areas however, are low. Industries with average weekly wages over \$700/week in Haywood County include education and health services, local government, health care and social assistance, professional and business services, and professional, scientific, and technical services.

EMPLOYMENT BY SECTOR IN 2016



EMPLOYMENT TRENDS OVER TIME



Waynesville's unemployment rate is lower than the State (5.1%) and Nation (4.7%).

Source: NC Commerce LEAD, 2016

INDUSTRIES EXPECTED TO GROW IN THE REGION

Industry Title	2014 Employee Estimate	2024 Employee Estimate	Net Change	% Change	Annualized Growth Rate	Haywood 2017 Avg. Weekly Earning
Leisure and Hospitality	9,363	10,973	1,610	17.2	1.6	\$312.97
Accommodation and Food Services	7,914	9,411	1,497	18.9	1.7	\$377.22
Food Services and Drinking Places	6,484	7,859	1,375	21.2	1.9	\$293.50
Professional and Business Services	4,707	5,624	917	19.5	1.8	\$886.56
Trade, Transport., and Utilities	10,592	11,420	828	7.8	0.8	\$922.48
Construction	3,208	3,902	694	21.6	2.0	\$771.06
Health Care and Social Assistance	8,990	9,673	683	7.6	0.7	\$833.68
Educational Services	7,002	7,527	525	7.5	0.7	\$647.89
Professional, Scientific, and Technical Services	2,525	3,029	504	20.0	1.8	\$886.56

Commute Patterns

More people “in-commute” to Waynesville than “out-commute” and remain in Waynesville for work. The high rate of in-commuting could be due to relatively high housing values and rents inside Waynesville compared to other locations.

In 2015, the top places people who live in Waynesville travel for work are:

1. Waynesville (24%)
2. Asheville (11%)
3. Canton (4%)
4. Sylva (4%)
5. Maggie Valley (2%)

WORKFLOW PATTERNS



A few examples of other locations to where workers out-commute from Waynesville include Hendersonville, Lake Junaluska, Knoxville, TN, Cherokee, Woodfin, Cullowhee, Weaverville, and

ECONOMIC DEVELOPMENT

The Haywood Economic Development Council and the Haywood Chamber of Commerce work together to promote and attract local businesses. In 2018, they contracted with the City of Asheville Chamber of Commerce to market industrial sites and commercial properties. This new relationship is intended to broaden Waynesville and Haywood County's outreach.

..."Mayor Brown said that economic incentives wouldn't transform the town overnight. When companies look to locate, first and foremost they look for a good workforce, a cheap and steady power supply and convenient transportation."

Source: Smoky Mountain News, October 2017

Waynesville and Hazelwood have a history of manufacturing and lost many jobs as manufacturing shrunk nationally. Hazelwood in particular was known for its industrial strength and was home to the "Junaluska Leather Co., Unagusta Manufacturing Co., and the Waynesville Furniture Company when it incorporated in 1905. The Dayton Rubber Company, which became Dayco, was vital to the war effort, and other industries such as Wellco, UnAugusta and Lea Furniture, were situated to take advantage of the railroad and a skilled industrial work force. By 1995, when Hazelwood merged with Waynesville, most of the industries had closed, leaving behind industrial properties and warehouse space served by valuable infrastructure: water, sewer, power, railroad, and road networks.

Today, Giles Chemical is the leading manufacturer of epsom salts in the United States and has expanded to take advantage of under-utilized industrial space to build a new headquarters, and locate needed warehousing in Waynesville. Similarly, Southern Concrete is also expanding operations, re-using property adjacent to the railroad corridor. The Dayco site was redeveloped with the EPA Brownfield program as a regional shopping destination that hosts Wal-Mart, Best-Buy, and other major retailers. Smaller

manufacturing such as the Sunburst Trout Company, the Hazelwood Soap Company, Boojum Brewing, and the Waynesville Soda Jerks represent new and creative companies that are carrying on the community's legacy of manufacturing, and are marketing directly to consumers. While the Town has seen a loss in the industrial sector from what it used to be, industrial and commercial properties, particularly along the railroad corridor, are creating new opportunities and are a valuable economic resource for the future generation of manufacturing.

Additionally, Waynesville is still known as a source for fine furniture, crafts, and the arts. The central business districts of Main Street, Frog Level and Hazelwood provide venues for consumers and tourists to interact with artists, craftsmen, restaurants and retail. These areas are vital for tourism and are themselves economic generators by attracting visitors from outside of Waynesville. These downtown districts offer studio and retail space for "makers" that draws in business regionally and nationally,









bringing dollars into the Waynesville economy.

Critical to a successful economy is support for local citizenry of all ages by providing a high quality of life. "Quality of life" that is "true to Waynesville" includes good schools, work force training opportunities, parks and recreation facilities, healthcare resources, and strong neighborhoods with a variety of housing options that support a workforce. The Plan update team used ArcGIS ESRI Business Analyst to gather data that depicts "geodemographic segmentation." This is a statistical classification technique to identify consumer traits of a population and to identify markets. Results of this analysis is found in Appendix B.

MARKET ANALYSIS

A retail market analysis was completed to identify the types of businesses that could be most successful in the area. In this assessment, **leakage** happens when residents spend money outside of their community. **Surplus** occurs when more money is spent inside of town (by both residents and visitors). As a popular tourist destination and shopping destination, Waynesville has a large surplus of some types of retail. However, the community is losing money in that people go outside of Waynesville for clothing, accessories, building and garden materials and other supplies.

TOWN-WIDE RETAIL SURPLUS AND LEAKAGE

 <p>\$77.1 million General Merchandise Stores</p>	 <p>\$9.2 million Furniture and Home Stores</p>	 <p>\$30.9 million Food services and drinking places (including restaurants, breweries)</p>
 <p>\$341,000 Clothing and accessories</p>	 <p>\$68.3 million Food and beverage stores (including grocery)</p>	 <p>\$2.2 million Building materials, garden equipment, and supply</p>

Waynesville has a surplus in some types of retail and leakage in clothing and accessories and building materials. Surpluses are likely due to the high number of tourists and residents of surrounding areas that visit town for shopping and restaurants.

Two focus areas which could address this leakage and which represent opportunities for redevelopment, are Russ Avenue and the Waynesville Plaza, and the commercial areas of Hazelwood.



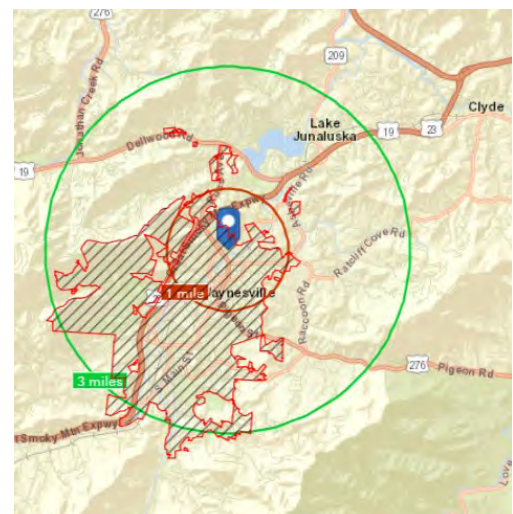
Waynesville Plaza

Russ Avenue Trade Area (Waynesville Plaza vicinity)

Waynesville Plaza and the Russ Avenue corridor south of the Great Smoky Mountains Expressway have long been a commercial retail, office and entertainment center, as well as a “gateway” into Waynesville for travelers on the Expressway. New developments such as Ingles, Publix, Chick-Fil-A, and Starbucks reflect the desirability and visibility of Russ Avenue as a commercial corridor. NCDOT is planning an upgrade to Russ Avenue that will improve safety, install sidewalks, crosswalks, and landscaping, and which will promote better access points into adjacent properties. Adjacent property owners can take advantage of the roadway project to make decisions regarding future development and redevelopment, and could maximize the use of property with infill, driveway and parking lot connections among property owners and to the roadway network, coordinated sidewalks, landscaping, signage and other design features.

In the Primary Trade Area (PTA) for Waynesville Plaza (1-mile radius), there is a total population of 3,570 residents, with a per capita median income of \$34,123. The Secondary Trade Area (STA) (3-mile radius) has a total population of 16,012 residents, with a per capita median income of \$30,634. The gap in clothing and accessories syncs with public input about the challenges of finding sporting goods and outdoor clothing.

RETAIL SURPLUS AND LEAKAGE- RUSS AVENUE		
General Merchandise Stores: PTA: \$5.02 million STA: \$69 million	Furniture and Home Stores PTA: \$7.99 million STA: \$9.7 million	Food Services and Drinking Places PTA: \$21.4 million STA: \$27 million
Clothing and Accessories: PTA: \$3.5 million STA: \$1 million	Food and Beverage stores (inc. Grocery) PTA: \$47 million STA: \$74 million	Building materials, garden equipment, and supply PTA: \$3.5 million STA: \$10 million



Waynesville Plaza Trade Area

Hazelwood Trade Area

Hazelwood's history as a company town for major industry influenced the type of housing and commercial development, and created a mixed-use development pattern in which industry, commercial and residential properties were close together. It also is close to the Great Smoky Mountains Expressway and a "gateway" area. However, Hazelwood is not as visible from the Expressway and has divided expressway access between two exits which can be confusing for visitors. It does have an added advantage in that the Folkmoot Center, Hazelwood Elementary School and two golf courses are accessed from these exits.

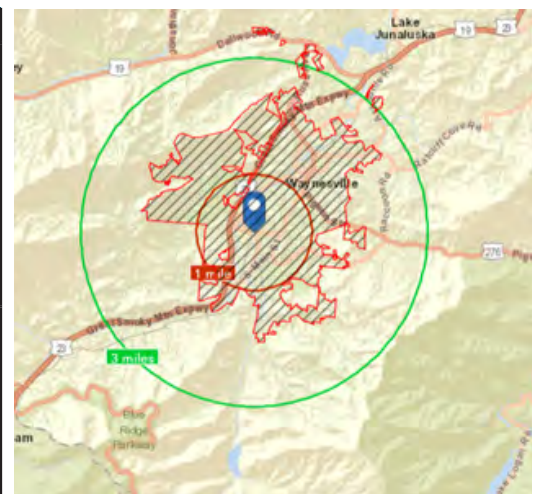
Additionally, the Folkmoot Center is beginning year round programming to provide cultural arts and entertainment activities to serve locals and visitors. The Hazelwood Trade area could improve market opportunities through wayfinding signage to/from the Expressway, improved streetscape and sidewalks, and re-investment in the Hazelwood business district to expand retail, restaurant and other commercial space within existing commercial properties and corridors.

In the Primary Trade Area (PTA) for Hazelwood (1-mile radius), there is a total population of 4,119 residents, with a per capita median income of \$26,188. The Secondary Trade Area (STA) (3-mile radius) there is a total population of residents, with a per capita median income of \$30,634.



Hazelwood Avenue businesses

RETAIL SURPLUS AND LEAKAGE- HAZELWOOD		
General Merchandise Stores: PTA: \$69.9 million STA: \$62.7 million	Furniture and Home Stores PTA: \$1.7 million STA: \$6.3 million	Food Services and Drinking Places PTA: \$9.1 million STA: \$24.7 million
Clothing and Accessories: PTA: \$104,598 STA: \$2.6 million	Food and Beverage stores (inc. Grocery) PTA: \$18.8 million STA: \$54.5 million	Building materials, garden equipment, and supply PTA: \$3.1 million STA: \$5.4 million



Hazelwood Trade Area

Estimated Day Population and Tourism

It has been estimated that the daytime population in Haywood County increases from 56,603 people in January to over 60,053 in July due to an influx in day visitors and overnight visitors (Source: SYNEVA Economics). It is estimated that tourism revenues in 2017 reached \$182.27 million for Haywood County (Source: Visit North Carolina).

ESTIMATED DAYTIME POPULATION

	July (max)	January (min)
Resident Workers	48,808	48,808
In-Commuters	5,606	5,606
Overnight Visitors	3,669	1,424
Day Visitors	1,970	765
Total	60,053	56,603

Source: SYNEVA Economics based on annual residents, employment and in-commuters: U.S. Census Bureau, 2017-population and 2015-commuting; Overnight visitors: Monthly rooms sold from STR Destination Report, Haywood County TDA 2017 and 2017 North Carolina Regional Travel Summary, Mountain Region, Economic Development Partnership of North Carolina; Day visitors: Extrapolation from North Carolina Regional Travel Summary, Mountain Region, Economic Development Partnership of North Carolina

Second Home Ownership

Second home ownership rates in Haywood County and Waynesville are significant. Of 22,871 single-family parcels in Haywood County, 21.8 percent or 4,995 units qualify as belonging to a second-home owner¹. For comparison, Florida is the state with the highest number of second-home owners, representing 10.1 percent of the total or 2,316 parcels. Similar trends exist for the Town and the ETJ. Twelve percent of single-family parcels in the Town of Waynesville and in the Town's ETJ qualify as belonging to a second-home owner. Florida is also the leading location of owners' primary addresses in these areas followed by North Carolina and South Carolina.

ESTIMATED DAYTIME POPULATION

	Number of Parcels	Percent of Total
Total parcels (single-family dwelling, building value >\$10K)	22,871	100%
Owner address in Haywood County	17,173	75.1%
Owner address within 40-mile radius (to limit rentals)	703	3.1%
Owner address outside Haywood County and 40-mile radius	4,995	21.8%

Parcel Source: Haywood County Land Records/GIS Department, August 2018

¹ A single-family parcel must have a single-family dwelling with a building value greater than \$10,000. For a parcel to qualify as belonging to a second-home owner, the parcel owner's primary address must be outside Haywood County and beyond a 40-mile radius from the county.

STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS

Engaging participants in a series of exercises to identify the strengths, weaknesses, opportunities and threats facing Waynesville in 2018, was a key part of the process to update the Comprehensive Land Use Plan. Many of the strengths are familiar from the 2020 Plan, but due to changes in the economy, politics, and other internal and external pressures, new weaknesses and threats have emerged that need to be addressed. The opportunities for the Town are bright and recommendations incorporated in this Plan are meant to take advantage.

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> • historic neighborhoods and architecture • iconic views, geographic and natural features • Folkmoot, Hart Theater and the Arts community • control of municipal utilities • greenway system and parks • land development ordinance supports quality development and design • partnership with Asheville Area Chamber of Commerce and Haywood County • mixed-use corridors and Regional Center Districts • Main Street, Frog Level, and Hazelwood Business Districts 	<ul style="list-style-type: none"> • limited assisted living and nursing facilities for an aging population • poverty and a growing homeless population • lack of housing options for all income levels and lifestyles • lack of resources to address opioid crisis and substance abuse • gaps in pedestrian facilities • broadband not always available • workforce preparedness, technical training opportunities could be expanded
OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> • strong retail growth • numerous redevelopment and infill sites • build differently on flood prone/floodplain sites • low impact development to manage stormwater • emerging market for specialty agriculture, including farm to table industry and new crops (i.e. herbs, hemp, etc.) • increase density (multifamily housing) to maximize use of sites • consider railroad corridor for development potential • NCDOT improvements along Russ St., S. Main St., N. Main St. and Pigeon St. • proximity to the Blue Ridge Parkway, Great Smoky Mountains National Park, and Interstate • proximity to Western Carolina University and Haywood Community College • regional trail planning initiatives 	<ul style="list-style-type: none"> • many areas ripe for redevelopment are located in floodplain • potential for loss of land for industrial development due to other types of development pressure • desire to develop on steep slopes • costs to update sewer plant • speculative land and housing sales that drive prices up • growth in short-term rentals that could diminish housing inventory

PLAN ASSESSMENT

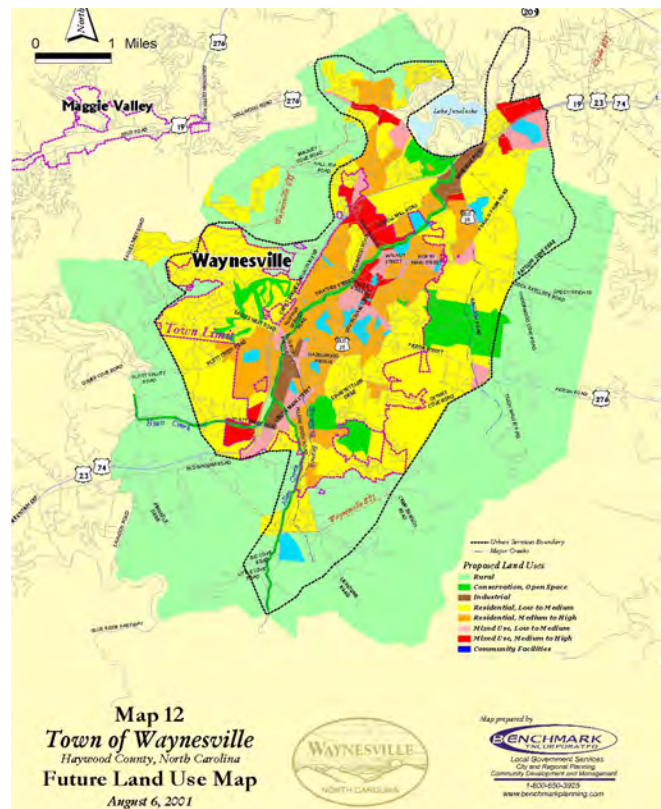
There are several adopted plans and studies prepared by the Town of Waynesville and other governmental agencies that inform the Comprehensive Land Use Plan. Each contains goals, policies, and recommendations related on topics including but not limited to land use, transportation, and economic development.

These plans will work in tandem with, the recommendations and implementation strategies in the *Waynesville 2035: Planning with Purpose* comprehensive planning document.

Waynesville: Our Heritage, Our Future 2020 Land Development Plan (2002)

The Comprehensive Land Use Plan was intended to guide the Town of Waynesville through the year 2020 and community decision makers have used the plan to support land use decisions. Of the numerous action steps, key successes included:

- » Informed revisions to the zoning ordinance, development ordinances, and zoning map to include steep slope protections, and, higher density residential, and other proposed changes.
- » Establish standards to encourage mixed-use and infill development and retirement communities.
- » Concentrate commercial and industrial development in nodes and along transportation corridors.
- » Adopt an Urban Services Area and develop policies limiting water/sewer expansion outside it.
- » Improve the transportation infrastructure to improve mobility, connectivity, safety, and aesthetics.



2020 Land Development Plan Work Program /Score Sheet

Chapter 5 of the previous Land Development Plan contained a twenty-year Work Program that set forth a schedule of actions to achieve the goals, objectives, and vision which the

community had established for itself. A similar implementation matrix for Waynesville 2035 can be found in Chapter 5.

Waynesville Land Development Standards

Included in the 2020 Land Development Plan Work Program were multiple recommendations on implementing the Goals of the 2020 Plan through revisions to development regulations. After the 2020 Plan was adopted, the Town updated its zoning ordinances, subdivision regulations and design guidelines in accordance with the goals and recommendations of the Plan. The Land Development Standards now provides a unified ordinance that regulates how land is developed within Waynesville and its Extra Territorial Jurisdiction. It was first adopted in 2003, was updated in 2009 and 2011, and is found in the Municipal Code of Ordinances as Appendix A (<http://www.waynesvillenc.gov/code-of-ordinances>).

The Land Development Standards divide the community into neighborhood districts, each with its own “purpose and goal” statement that is tailored to neighborhood characteristics and desired development pattern. Each of the neighborhood districts is then grouped into zoning categories, with each zoning category having density, lot standards, and a proscribed set of allowable uses. The purpose of this approach is to protect and sustain neighborhood character and to identify areas for higher or lower density. In keeping with Smart Growth Principles, residential uses are allowed in all of the Town’s commercial districts except for the Commercial-Industrial district.

The Land Development Standards also include “overlay districts” which provide additional regulations to particular areas. The designated floodplains, shown on the 2012 Flood Insurance Rate Maps, provide additional construction requirements and limitations within Special Flood Hazard areas. Three historic overlay districts - Main Street, Frog Level, and Spread Out - which are listed on the National Register, have historic guidelines that must be followed for new development and redevelopment. Nine mixed-use overlay districts allow select commercial uses along transportation corridors within residential districts. These create transitional areas between residential neighborhoods and commercial districts:

- **Dellwood Residential Medium Density MXO** – A 1,000-foot wide corridor centered on Russ Avenue from U.S. Highway 23/74 to Jules Noland Drive and Dayton Drive.
- **Francis Cove Residential Low Density MXO** – A corridor of adjacent properties along Pigeon Road from Old School Road to Bluegrass Lane.
- **Hazelwood Urban Residential MXO** – A corridor consisting of properties located on the west side of South Main Street from Virginia Avenue to Mississippi Avenue.
- **Love Lane Neighborhood Residential MXO** – Most of the properties fronting Dellwood City Road from Chestnut Park Drive to Arnold Heights plus three properties north of Paralee Lane.
- **Main Street Neighborhood Residential MXO** – Two properties at corner of Richland and

Goodyear Streets.

- **Ninevah Neighborhood Residential MXO** – A corridor of properties at the corner of Country Club Drive/Crymes Cove Road and Oakdale Road.
- **Raccoon Creek Neighborhood Residential MXO** – A corridor consisting of the properties north of Asheville Highway from Piccadilly Drive to Hillside Terrace.
- **South Waynesville Residential Medium Density MXO** – A corridor of properties along Old Balsam Road from 120 Old Balsam Road to Skyland Road (the westernmost portion of the town's jurisdiction) and a property located on the Great Smoky Mountains Expressway.
- **Walnut Street Neighborhood Residential MXO** – Properties along streets of Walnut, West Marshall, North Main, and Wall Streets and along Nelson Park Drive and Woolsey Heights.
- **East Waynesville Neighborhood Residential MXO** – Properties along Broadview between North Main and Overbrook.

This neighborhood based approach is the foundation for the Town's land development regulations and has proven successful for the Town. The future land use map in this revised

RESIDENTIAL ZONING DISTRICTS

District Category	District Name
Residential- Low Density (RL)	Country Club Residential - Low Density (CC-RL) Eagles Nest Residential - Low Density (EN-RL) Francis Cove Residential - Low Density (FC-RL) Hall Top Residential - Low Density (HT-RL)
Residential- Medium Density (RM)	Chestnut Park Residential - Medium Density (CP-RM) Dellwood Residential - Medium Density (D-RM) Howell Mill Residential - Medium Density (HM-RM) South Waynesville Residential - Medium Density (SW-RM)
Neighborhood Residential (NR)	Allens Creek Neighborhood (AC-NR) Love Lane Neighborhood (LL-NR) Main Street Neighborhood (MS-NR) Ninevah Neighborhood (N-NR) Pigeon Street Neighborhood (PS-NR) Plott Creek Neighborhood (PC-NR) Raccoon Creek Neighborhood (RC-NR) Sulphur Springs Neighborhood (SS-NR) Walnut Street Neighborhood (WS-NR)

NON-RESIDENTIAL AND MIXED USE ZONING DISTRICTS

District Category	District Name
Urban Residential (UR)	East Waynesville Neighborhood (EW-UR) Hazelwood Neighborhood (H-UR) Howell Mill Road (HM-UR)
Neighborhood Center (NC)	North Main Street Neighborhood Center (NM-NC) Pigeon Street Neighborhood Center (PS-NC) Raccoon Creek Neighborhood Center (RC-NC)
Business District (BD)	Central Business District (CBD) Hazelwood Business District (H-BD) South Main Street Business District (SM-BD)
Regional Center (RC)	Dellwood/Junaluska Regional Center (DJ-RC) Hyatt Creek Regional Center (HC-RC) Russ Avenue Regional Center (RA-RC)
Commercial Industrial (CI)	Commercial-Industrial (CI)

plan carries on that neighborhood framework but identifies those areas where density could be amended (increased or decreased) in order to be consistent with existing land use, realistic in development goals, better protect slopes and mountain vistas, and to increase density and housing opportunities in neighborhoods closer in to the Town's business districts and commercial areas.

Haywood County Affordable Housing Assessment

In 2016 Haywood County created a task force to examine affordable housing issues. The Affordable Housing Assessment provided a baseline evaluation of the need for and availability of affordable housing in Haywood County. Key findings included:

- **Need for Housing Diversity:** Haywood County's population growth is dependent on immigration and a supply of housing, in a range of income categories, and will be needed to attract new residents, including young families. Single family homes constitute the majority of the county's housing supply (72.6%); followed by mobile homes (18.3%). Only 7.4% of housing units are in multifamily units.
- **Aging Population:** By 2030 29% of the county's population will be age 65 or older. These households, especially those on fixed incomes, may face issues with housing affordability and accessibility.
- **Poverty and Low Income Renters:** An estimated 15.8% of the county's population lives below the poverty level (approximately 9,210 persons). Nearly 1/3 (27.2%) of children under the age of 18 and 7.7% of those over the age of 65, live below the poverty level. Nearly

half of renters (46.3%) have household incomes below \$25,000.

- **Housing Cost Burden:** Housing is said to be “affordable” when housing costs are 30% or less of household income. Households that pay 30% or more of their household income in rent are said to have a “housing cost burden”. Over half of all renters report paying 30% or more of their household income in rent. In Haywood County over half of all renters, and 35% of homeowners, are “housing cost burdened”.
- **Home Values and Home Prices Increasing:** The median home value for the county is expected to rise 25% between 2015 and 2020. The median sale price of a home in the county rose 17% between April 2015 and 2016.
- **Strong Residential Market and Shrinking Supply:** Rental vacancy rates are very low and prices are high, with two bedroom units averaging \$964/month in the Asheville metropolitan region. The supply of homes for sale in Haywood County has decreased in recent years and houses below \$200,000 are in short supply.
- **Seasonal Housing Impacts Affordability:** In 2010 there were 9,391 vacant units in Haywood County (26.9%) of the total. The number of vacant units exceeds the total number of rental units in the county. The majority of vacant units (60.5%) are seasonal homes.

Transportation Plans

NCDOT State Transportation Improvement Program (STIP)

The 2018-2027 NCDOT State Transportation Improvement Program, or STIP, is NCDOT’s data-driven, multi-year schedule for its transportation projects. Projects in the STIP include highway, bridge, public transit, bike, pedestrian, railroad, and other improvements.

The NCDOT projects for Haywood County include bridge replacements, I-40 maintenance, and a few roadway improvements in Waynesville. Russ Avenue and South Main Street will see major construction in 2022 and beyond, while Brown Avenue will see school safety improvements. Several new roundabouts are planned for both North and South Main Street, and Hazelwood will see pedestrian safety improvements near the elementary school. For more information on TIP projects in Waynesville, see the Appendix.

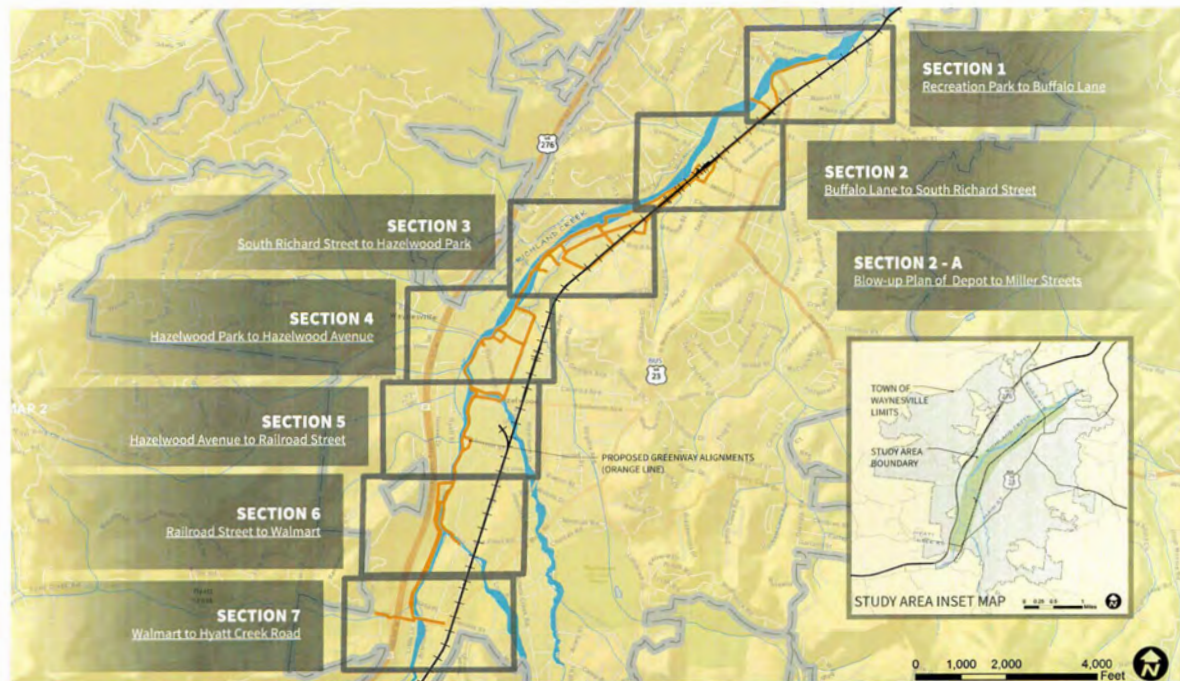
Corridor Studies and Long Range Transportation Plans

Corridor studies have been conducted for Russ Avenue, South Main Street and North Main Street. Other improvements and needs were identified in the Comprehensive Pedestrian Plan and County Bike Plan. Many of the recommendations in these plans include improvements to gateways and the construction of new pedestrian and bicycle facilities.

The French Broad River MPO is the planning organization in charge of transportation planning in a five-county region that includes the Town of Waynesville. A Metropolitan Transportation Plan (MTP) is a fiscally constrained plan that identifies how multi-modal transportation will be managed and operated, and recommends projects for the STIP. Often, projects included in the MTP are pulled from supporting plans like the Pedestrian Plan. Projects are prioritized, and

5 COMMUNITY PROFILE

money is programmed for plans such as transit, roadway improvements, greenways, multi-use paths, sidewalks, and other upgrades and amenities. For more information on transportation plans, see the Appendix.



The greenway feasibility study from 2017 recommended a route for a greenway and connections through the heart of Waynesville utilizing the Richland Creek corridor and on-street multi-use paths.

Greenway Feasibility Study (2017)

The Greenway Feasibility Study examined opportunities and constraints within the study area to determine the most feasible and preferred alignment for a greenway trail along Richland Creek. The study area included Richland Creek, Frog Level Historic District, Waynesville Middle School, and Hazelwood Park and is approximately 3.25 linear miles. Preferred routes were chosen based on project goals, existing conditions, opportunities and constraints. The plan calls for a connected greenway from just south of Lake Junaluska to Hyatt Creek Road.

Other Plans

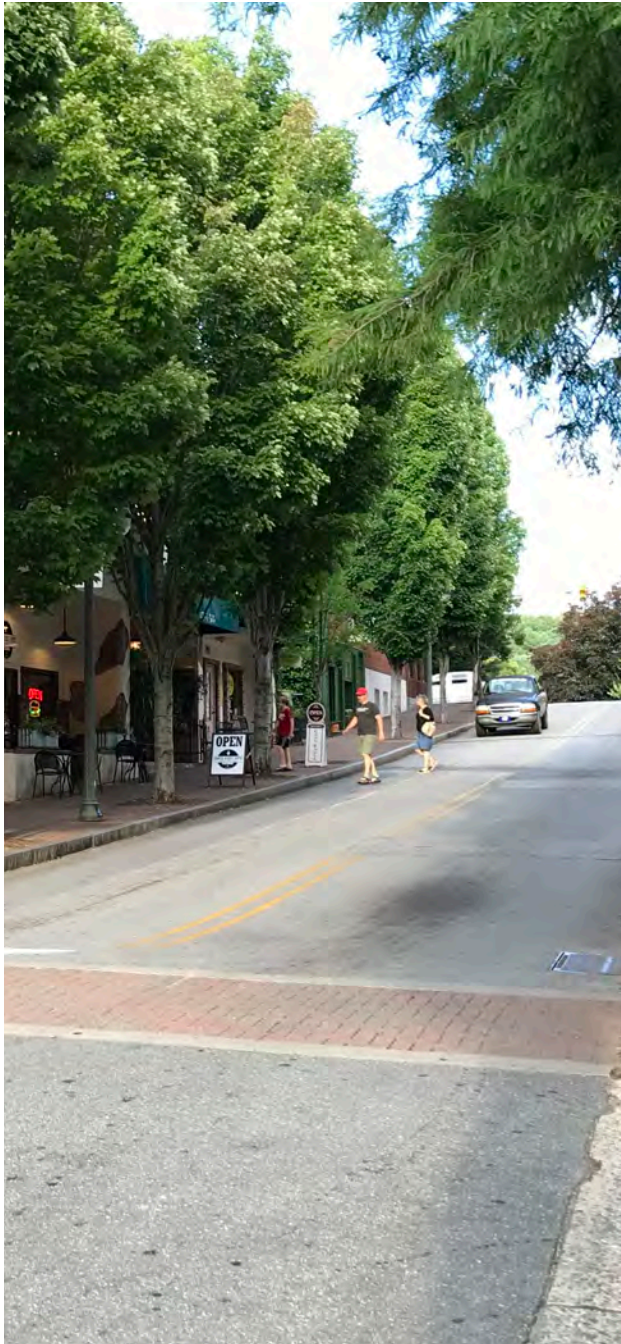
See the Appendix for more information on additional plans including the GroWNC Regional Plan, Opt-In Regional Vision, Waynesville Systemwide Parks Master Plan 2017-2026, Bikes in Beds, Blue Ridge Bike Plan, the Haywood County Comprehensive Bicycle Plan, MountainWise Health Impact Assessment for Western North Carolina, and the Waynesville Comprehensive Pedestrian Plan.

These plans influence the Land Development Standards and current and future projects by:

Page Intentionally Left Blank



EXISTING CONDITIONS



This chapter provides an analysis of the current conditions in Waynesville in late 2018. The use of digital tools including GIS, field observation, and other research provides information on how land is currently used in the area within and surrounding the Town of Waynesville, where development is likely to occur and what infrastructure and services are available.

Quantitative and qualitative analyses of parks, the natural environment, and the State and local transportation system provide a foundation for the future land use plan recommendations.

EXISTING LAND USE

The mapping of existing land use is different from the Zoning map or the Future Land Use designation of an area. It is a reflection of what is actually occurring on a given parcel and land use trends. The predominant land uses in Waynesville by acreage are single-family residential, and vacant land (undeveloped land, e.g. agricultural or without a structure). Rural residential, defined as a residential parcel greater than 5 acres in size, also represents a significant amount of total existing land use within the Town. Waynesville lost over 1,000 acres of pasture between 2008 and 2017 according to USDA Cropscape Landcover Data (2008, 2017) for the Waynesville area and 326 acres of land have been newly developed during the same period. Agriculture still contributes to the economy and cultural heritage of Haywood County.

The more dense residential areas are located in the heart of Waynesville in the vicinity of Main Street, Frog Level, and the Hazelwood district. Density decreases in a radial pattern closer to the limits of the extraterritorial jurisdiction (ETJ), where slopes become steeper, and in areas outside of the Urban Services Boundary.

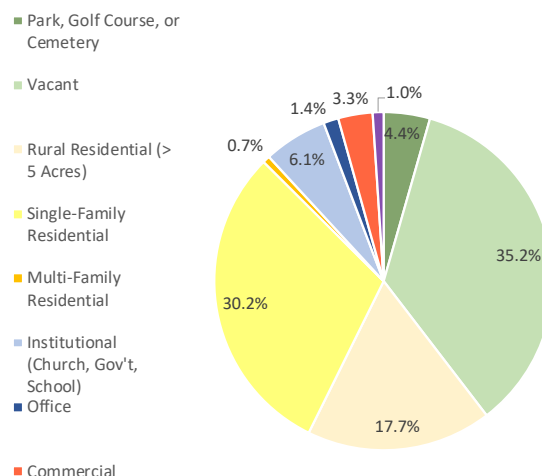
Commercial areas are concentrated on Russ Avenue, downtown Waynesville, South Main Street, and at the interchange of the Great Smoky Mountain Expressway and Hyatt Creek Road.

Land use issues and trends in the area include:

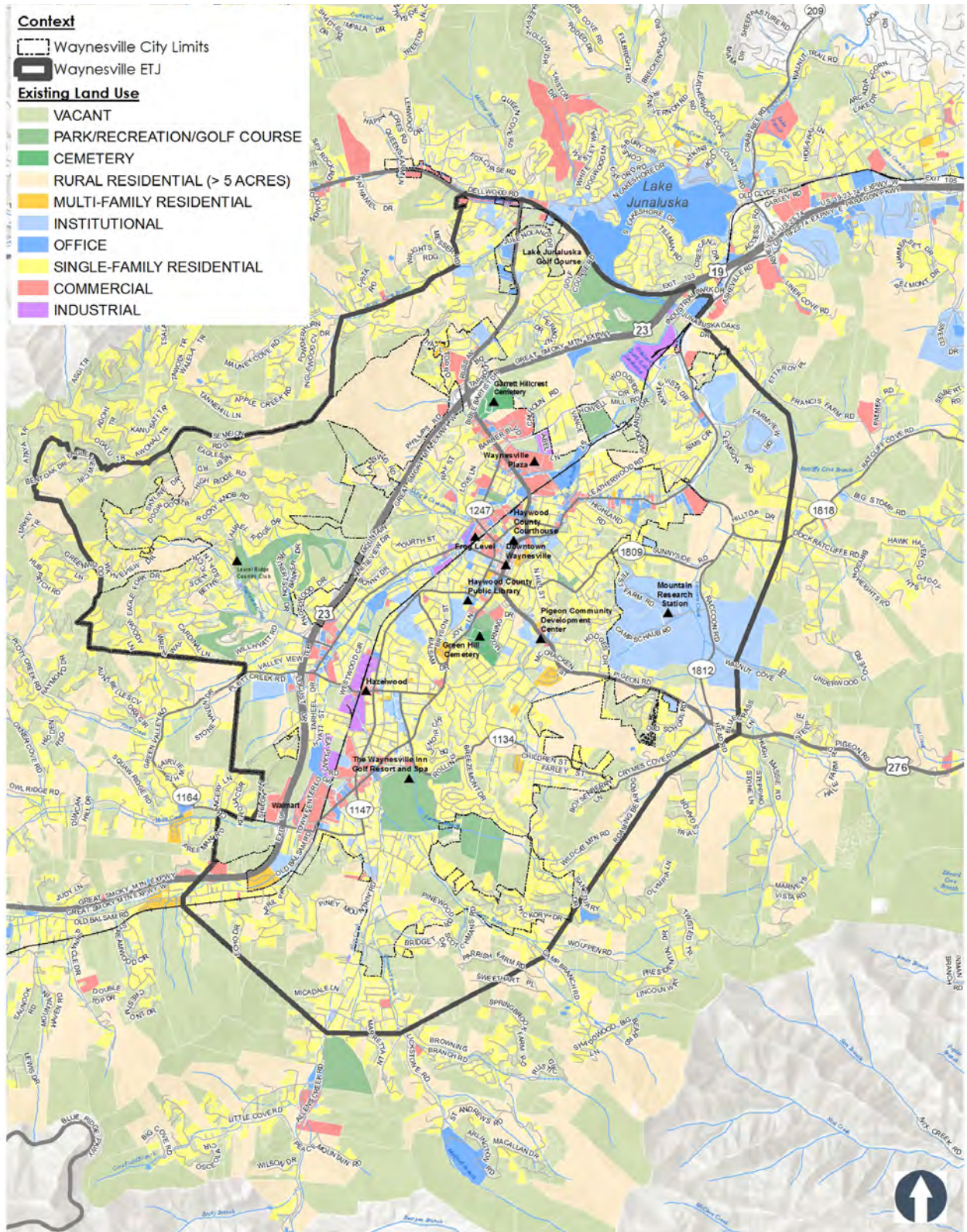
- » Lack of existing housing stock for the workforce
- » Need for redevelopment in some existing, distressed commercial centers
- » Unfavorable view of proposed multifamily and high density construction
- » Desire to protect the rural character in some areas of town (i.e. valleys that are or were once farmland)
- » Need to avoid hillside areas that have been identified as susceptible to slope failures.
- » Continued support for compact development and redevelopment in the core, especially in underutilized commercial areas

Commercial land uses only make up approximately 3.3% of study area. These uses typically provide more tax revenue than the cost of providing services.

EXISTING LAND USE BY CATEGORY



EXISTING LAND USE MAP - WAYNESVILLE AREA



Land Supply

An analysis of the land supply using data derived from Haywood County tax records divided land into three categories: Available, Underutilized, and Utilized.

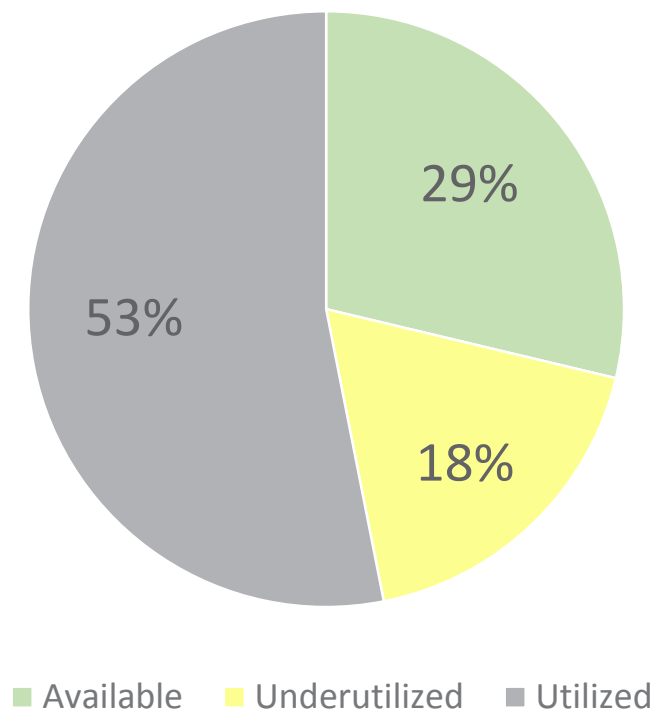
- **Available** land can be vacant land or land currently used for farming purposes, but lacks a significant on-site structure.
- **Underutilized** parcels are those that have a low structure value to land value ratio. Although some land identified as underutilized might already be developed, the potential for redevelopment may benefit the owner and the community.
- **Utilized**, or “built” lands are those that have structures such as homes, businesses, churches, or schools with a higher structure to land value ratio.

The analysis indicated that nearly 47% percent of land in Waynesville’s ETJ is either available or underutilized. The greatest amount of “available” land is primarily on the urban fringe and much of this land has significant development constraints including steep slopes, floodplains, limited utilities and poor road access.

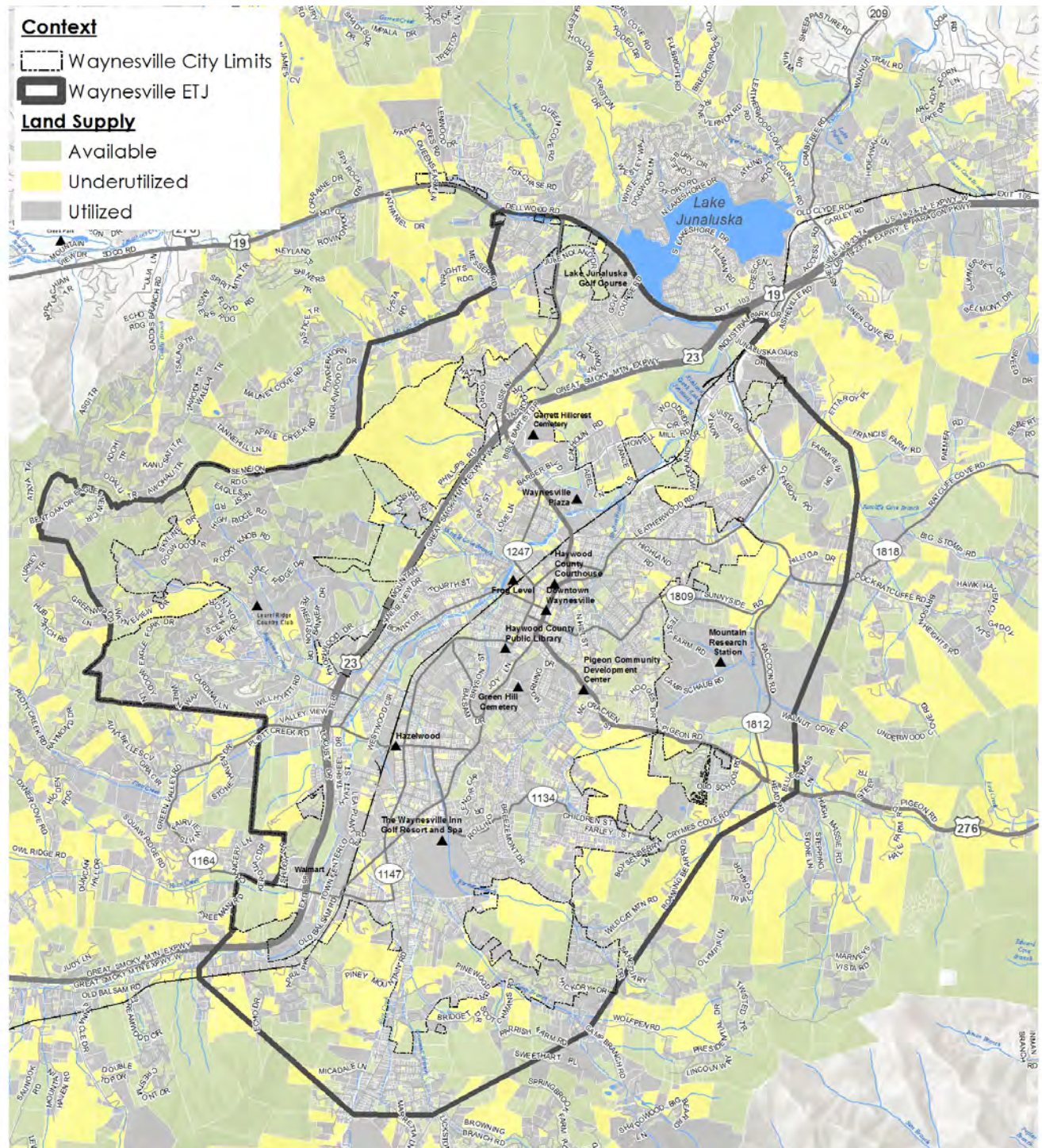
Over half of the land area in Waynesville’s Extraterritorial Jurisdiction (ETJ) is developed.

Vacant or Available land is limited and redevelopment may be more prevalent in the future.

LAND SUPPLY SUMMARY



LAND SUPPLY IN THE WAYNESVILLE AREA

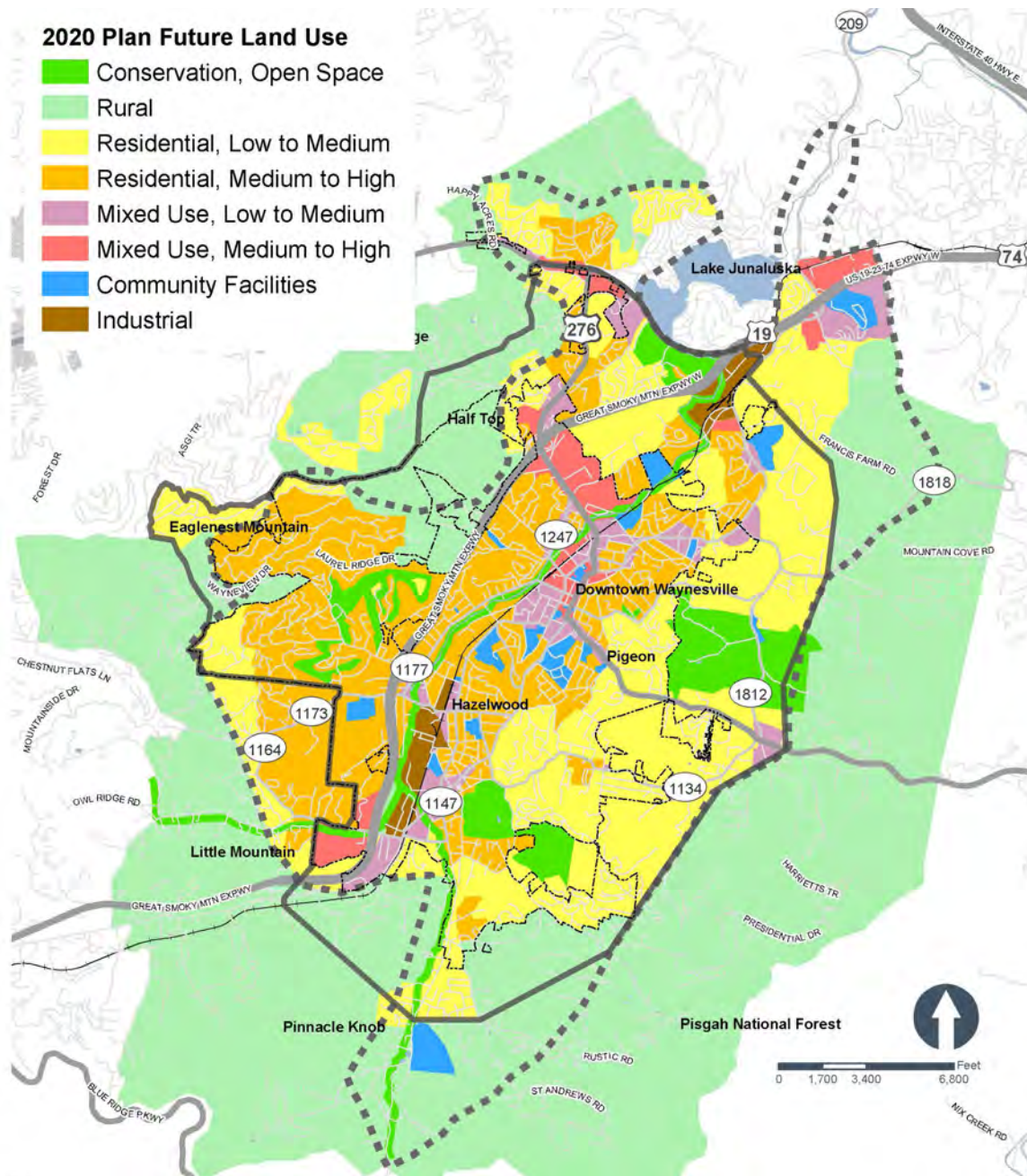


Source: Haywood County Tax Office

ADOPTED POLICY & REGULATIONS

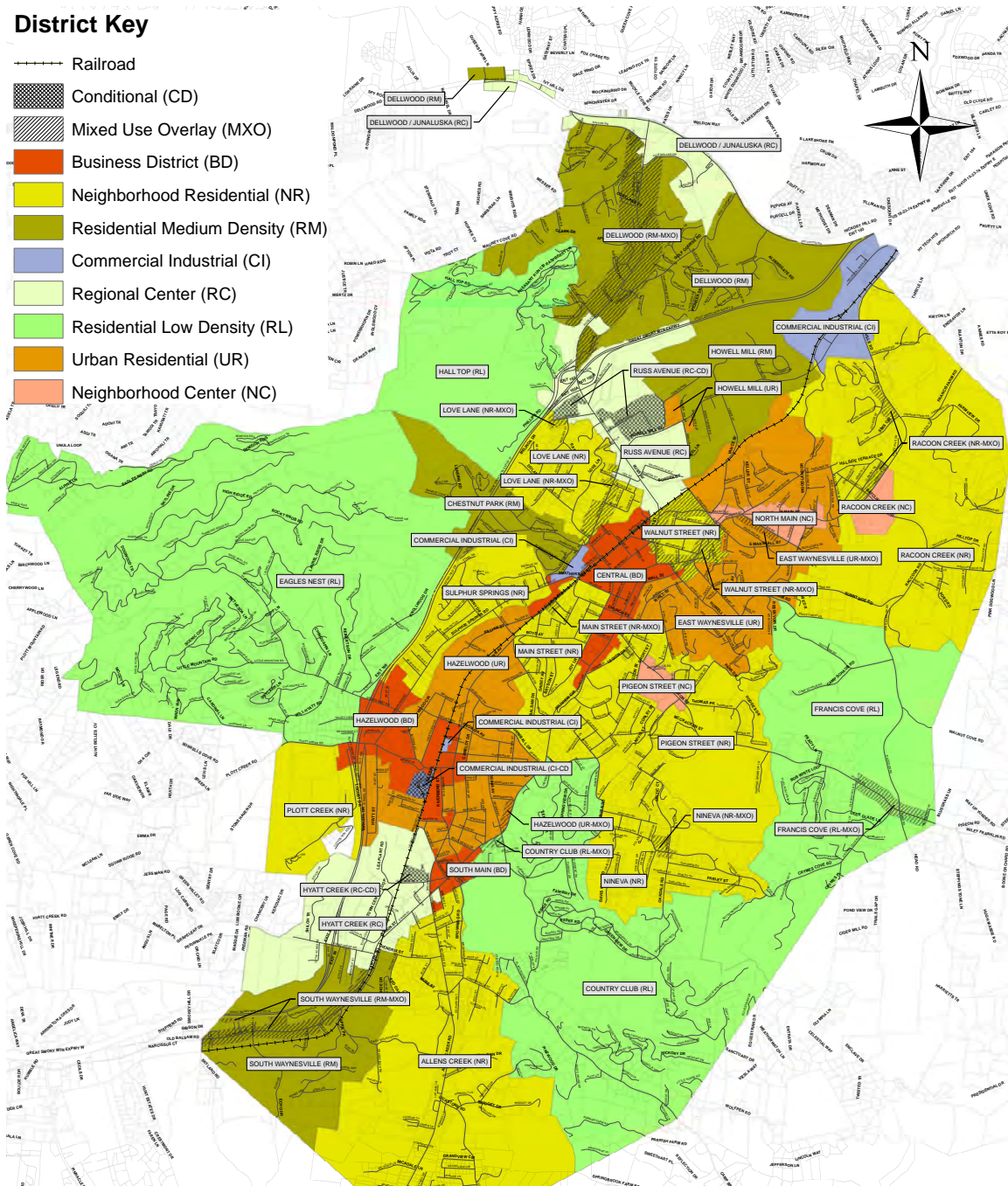
Adopted Future Land Use Map (2002)

The *Waynesville: Our Heritage, Our Future, 2020 Comprehensive Land Use Plan* included the Future Land Use Map adopted in 2002. Community decision use the recommendations in the plan and on the map (below) to determine appropriate use of land and expenditure of resources.



2018 Zoning

Further implementation of the land use plan occurs with the adoption of Land Use Ordinances and amendments to the Town Zoning Map. The Zoning Map below is from November 2018.



SLOPES & FLOODPLAIN

A large portion of Waynesville lies within the 100-year floodplain of Richland Creek and its tributaries. About 13% of the Town's 1,200± incorporated acres lie within this area. That includes major portions of the Town's nonresidential (commercial and industrial) land uses. Together the uses within the 100-year floodplain account for 18.6% (\$223M) of the town's assessed value. Additionally, many areas within Waynesville have steep slopes and are located on protected ridgelines, limiting development due to cost or environmental impact.

Floodplains

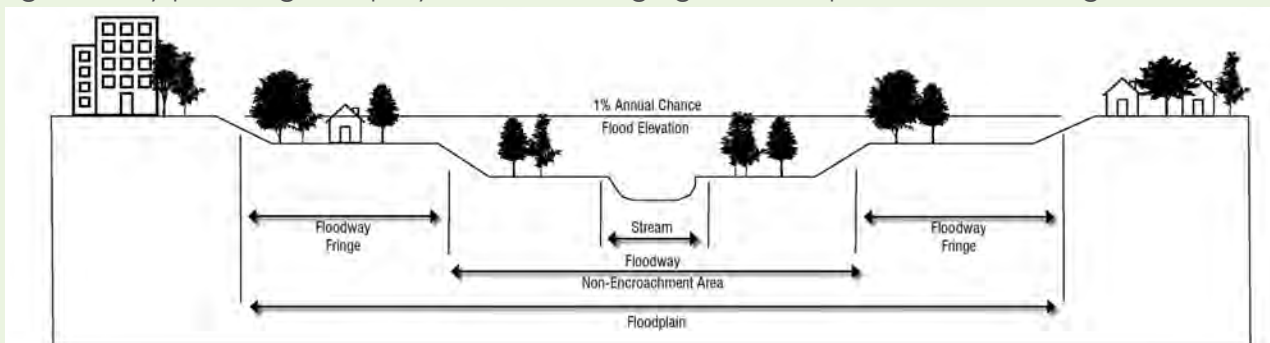
Haywood County and the Town of Waynesville are subject to the Flood Insurance Rate Maps (or "FIRMs") that were adopted on April 3, 2012 as the official maps. These maps were developed by the State of North Carolina Floodplain Mapping Program under a cooperative agreement between the State of North Carolina and the Federal Emergency Management Agency (FEMA). The maps provide an estimation of flood levels and hazards for events having a one percent chance of being equaled or exceeded in any given year, or "the base flood."

The FIRMs delineate those areas within the Town's jurisdiction that are within the:

- *Floodway* - which includes the channel of a river or watercourse and the adjacent land areas that must be reserved in order to accommodate the base flood without cumulatively increasing the flood elevation more than one foot.
- "100 year" floodplain - which includes those areas susceptible to flooding during a base flood event; and
- "500 year" floodplain - which includes those areas susceptible to flooding during an event that exceeds the projected base flood and have a 0.2% chance of occurring in any given year.

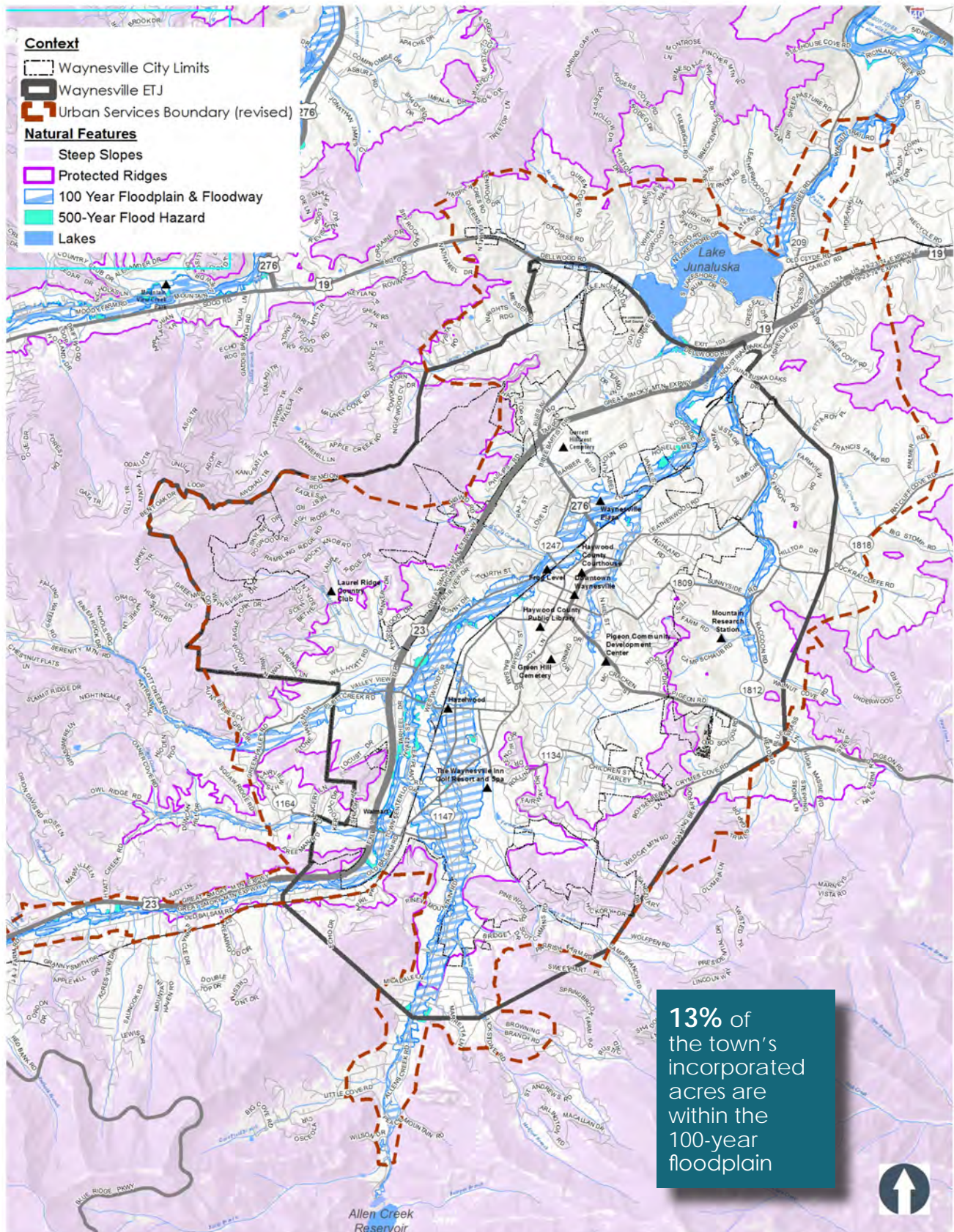
Together, the floodway and 100-year floodplain make up the Special Flood Hazard Area or regulatory floodplain in which the Town must enforce the flood hazard prevention ordinance. These regulations prohibit construction or encroachment into the floodway and require construction or structures within the 100 year floodplain to be elevated to one foot above the projected base flood elevation along with other requirements.

Any development within the floodplain that increases impervious surfaces and reduces the amount of area for rain and/or flood waters to be absorbed or retained can increase the risk for elevated flood levels within the watershed system. The Town's stormwater management ordinance, stream buffer and setback requirements, and parks and greenway planning also play roles in managing the floodplain and reducing hazards.



The floodplain, which includes the floodway and floodway fringe, has a 1% annual chance of flooding. While this may not seem concerning, consider that over the typical lifespan of a nonresidential structure (~100 years), there is a 63.4% chance of experiencing at least one 100-year flood.

SLOPE AND FLOODPLAIN MAP



LAND SUITABILITY

A land suitability analysis was conducted using GIS data to identify areas economically and environmentally suitable for development. The analysis factored in:

- » Developed areas
- » Proximity to utilities
- » Locations of existing commercial and services
- » Parcel size
- » Environmental constraints (i.e. floodplain and slope)

Suitability categories refer to the capacity of land to support a type of land use based on attributes that make the area more or less attractive for future growth. In the “Development Suitability Map”:

- » Green indicates high suitability for development based many factors including topography, transportation access, availability of utilities
- » Yellow indicates a medium suitability, and
- » Orange to red areas are generally slopes above 25%, located outside of the urban services boundary, and with limited points of access.

Basic findings from the suitability analysis include:

- » Lands within the Town limits and adjacent valley floors are most suitable for development.
- » The Town’s interchanges along the Great Smoky Mountain Expressway (US 23) are suitable for development.
- » North Russ Avenue and Allens Creek Road (both areas identified by the Town as potential growth areas) are highly suitable for development.
- » Many areas suitable for development, including the Plott Creek area on the west and Francis Cove on the east have valuable cultural and natural resources, accordingly any development activities should be carefully orchestrated to preserve assets.
- » Many areas where land is available, on Waynesville’s periphery are less suitable for development, mainly due to the presence of steep slopes and distance from utilities.

This analysis informed adjustments to new the Future Land Use Map and recommended changes to the urban services boundary as shown in Chapter 5.

Development Suitability Factors

The following environmental and economic factors were used to analyze development suitability.

- Identify land with concentrations of residential development
- Identify lands proximal to sewer
- Identify lands proximal to municipal limits
- Identify lands near existing commercial development
- Identify lands near schools and parks

INFRASTRUCTURE

Urban Services Boundary and Smart Growth

The 2002 Land Development Plan established an Urban Services Boundary (USB). The Urban Services Boundary limits “urban sprawl” and promotes infill development by establishing a planned growth area where utilities, water and sewer, and urban services will be provided. Developing in areas with existing utilities results in more efficient and cost-effective provision of infrastructure. Since the USB was established, Waynesville has not provided utilities outside of the boundary area except in special situations. These include improving resiliency of the utility system (water loops, etc.) for the NCDOT welcome center and rest area on Hwy 23/74, and for environmental reasons.

Water and Wastewater (Sewer)

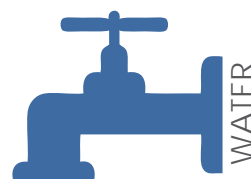
Water and sewer lines primarily fall inside the USB with some exceptions for water, as noted above. The town operates a water plant along Richland Creek with a permitted capacity of 8 million gallons per day (MGD). Average daily withdrawal is 3.45 MGD. Additional loops and connections could improve the resilience of the water system and help maintain water quality. The town also operates a sewer plant and is working with an engineering firm and the State on Capital Improvements. The plant has a permitted capacity of 6 MGD and average usage is 4 MGD.

Growth is expected along the North Russ Avenue corridor and Allens Creek Road. Both of these areas are already served by utilities, but may require upgrades depending on the amount of development and the type of infrastructure. Adequate capacity exists for additional industrial development and for infill development in the downtown area.

Topographical constraints are inhibiting factors when providing water and sewer infrastructure and much of the service area has slopes exceeding 25%. Topography is also a benefit in that most areas drain toward existing gravity sewer lines so the town has been able to provide sewer service without a need for pump stations, resulting in fewer capital expenditures to replace stations.

Looping and connecting water lines is an important industry-standard practice that ensures chemicals added to drinking water are effectively disbursed. Water lines that are not interconnected require more flushing, as the added chemicals will no longer be effective after long periods of inactivity.

WATER AND SEWER USAGE AND CAPACITY



4.4 MGD*

TOWN'S PERMITTED CAPACITY
3.4 MGD IS AVG. DAILY USE

8 MGD

CURRENT CAPACITY OF EXISTING
INFRASTRUCTURE

*MGD = Million Gallons a Day



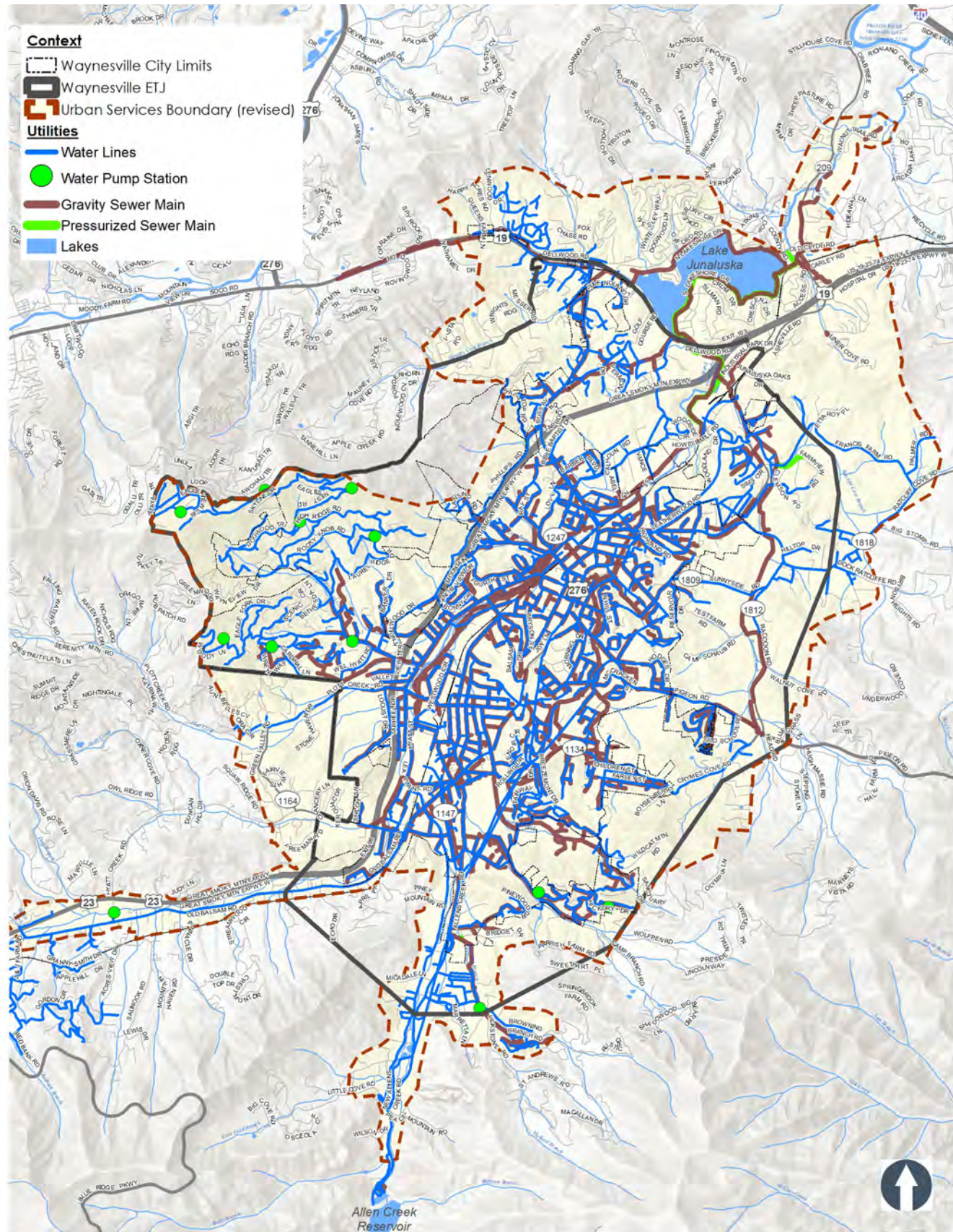
6 MGD

WASTEWATER
TREATMENT
CAPACITY (4
MGD AVG. DAILY
USE)

0

PUMP STATIONS
IN THE SEWER
SYSTEM

URBAN SERVICES BOUNDARY AND SYSTEM MAP



Transportation System

The Town of Waynesville is expected to continue to grow, accompanied by more people driving along its roads and in search of more convenient ways to travel. The Town is a member of the French Broad River Metropolitan Planning Organization (FBRMPO) which provides regional transportation planning services and is within the NC Department of Transportation Division 14. Waynesville strives to meet the Smart Growth principles of creating walkable neighborhoods and in providing a variety of transportation options that accommodate all users – from freight to transit, to automobile to pedestrian, cyclists and wheelchair dependent people. Because Waynesville is constrained environmentally by the Richland Creek watershed and mountainous terrain, it maximize capacity of existing local and state rights-of-ways to promote accessibility and efficiency.

Since the 2002 Comprehensive Plan, the Town has worked with the FBRMPO and NCDOT on corridor studies to improve existing infrastructure. North Main, South Main and Russ Avenue Plans have resulted in significant roadway improvement projects being funded that will improve safety and roadway capacity:

- » (U-5888) roadway re-alignment and conversion of intersection to a roundabout at North Main and Walnut Street;
- » (U4712) roadway improvement, access management and partial widening of South Main Street between downtown and Hyatt Creek Road
- » (U-5839) roadway improvement, access management and widening of Russ Avenue from the Expressway to Main Street which is also designated US Highway 275.

Waynesville also is studying roadway improvement on Russ Avenue from the Expressway to Dellwood Road, and along Brown Avenue in front of the Waynesville Middle School (U-5548), and working with Haywood County and the Tourism Development Authority to improve directional or “wayfinding” signage.

In 2010, the Town completed a Comprehensive Pedestrian Plan which identified goals for pedestrian connectivity and greenways. Each year through Powell Bill, local general funds, and grants and local fundraising, the Town implements portions of the plan with construction of greenways and sidewalks. In 2017, the Town completed the greenway feasibility study for the Richland Creek Greenway from Will Hyatt Road to the Recreation Center, and in 2020 is continuing trail alignment from the Recreation Center to the Industrial park, connecting to Lake Junaluska. This positions Waynesville’s greenway system to connect to regional planning efforts to develop a multi-jurisdictional trail system known as the “Hellbender.” For more information on Waynesville’s transportation planning efforts see the Appendix.

Page Intentionally Left Blank

Solid Waste Management

The Town of Waynesville's Public Services Department provides curbside waste and recyclable pickup service on a weekly basis to residential customers and public areas. Commercial waste services include dumpster collection. Waste is transferred to the White Oak Landfill which is owned and operated by Haywood County. Mixed recyclables are collected in blue bags available for purchase at grocery and retail stores. Items accepted for recycling include aluminum and steel cans, paper, cardboard boxes, plastic bottles, glass and used electronics. Yard waste is collected on the first full and third week of the month. Sanitation Services operates a vacuum truck for leaf collection in the fall from mid-October to mid-January each year. Street debris cleaning also is important to keep storm drains clear and is part of the Town's main goals for stormwater management.

Stormwater Control

The Town operates a municipal separate storm sewer system (MS4) that is regulated under the Environmental Protection Agency's Stormwater Phase II Final Rule. The Town has implemented a stormwater ordinance that requires the management of post-development stormwater runoff to meet state and federal requirements. The ordinance protects water quality and is targeted at managing and minimizing effects of development by implementing controls to erosion and sedimentation and requiring the completion of stormwater Best Management Practices (BMPs) in new development and redevelopment projects. The goal of stormwater control is to protect property that could be impacted by the quality or quantity of runoff caused from development, and to prevent pollutants from getting into the Richland Creek watershed.

Broadband Internet

There is a lack of consistent access to high speed internet in some areas of Town. Broadband is essential to residents, institutions, and businesses to access and utilize online markets and resources.

Efforts to fulfill the 2002 Plan goal to make Waynesville a wired community is on-going. In late 2017, ECC Technologies held a summit assessing broadband infrastructure, gaps, and more for officials in the Counties of Cherokee, Clay, Graham, Haywood, Jackson, Macon, Swain and the Eastern Band of the Cherokee Indians. Land of Sky Regional Council also is working on a statewide "build-out map" and survey for residents of Madison, Buncombe, Haywood, Henderson, and Transylvania Counties. Waynesville representation in regional discussions and efforts should continue.

BROADBAND AVAILABILITY MAP



The map above shows the number of fixed residential broadband providers. Though a number of providers are present in the Town of Waynesville, this map does not factor in exact location of infrastructure or cost of service provision. Source: Federal Communications Commission

PARKS, OPEN SPACE, & NATURAL RESOURCES

Within 5 miles of Waynesville's Extraterritorial Jurisdiction (ETJ) there are over 42,000 acres of parks, public land and conservation areas. Additionally, the NC Department of Agriculture and Consumer services maintains a test farm east of Waynesville comprising nearly 400 acres.

Parks and Greenways

Waynesville Recreation Center is the Parks and Recreation Department's most heavily used facility. The 2017 Parks Master Plan as well as the *Richland Creek Greenway Feasibility Study* represent efforts to continue the Town's commitment to providing quality recreational options.

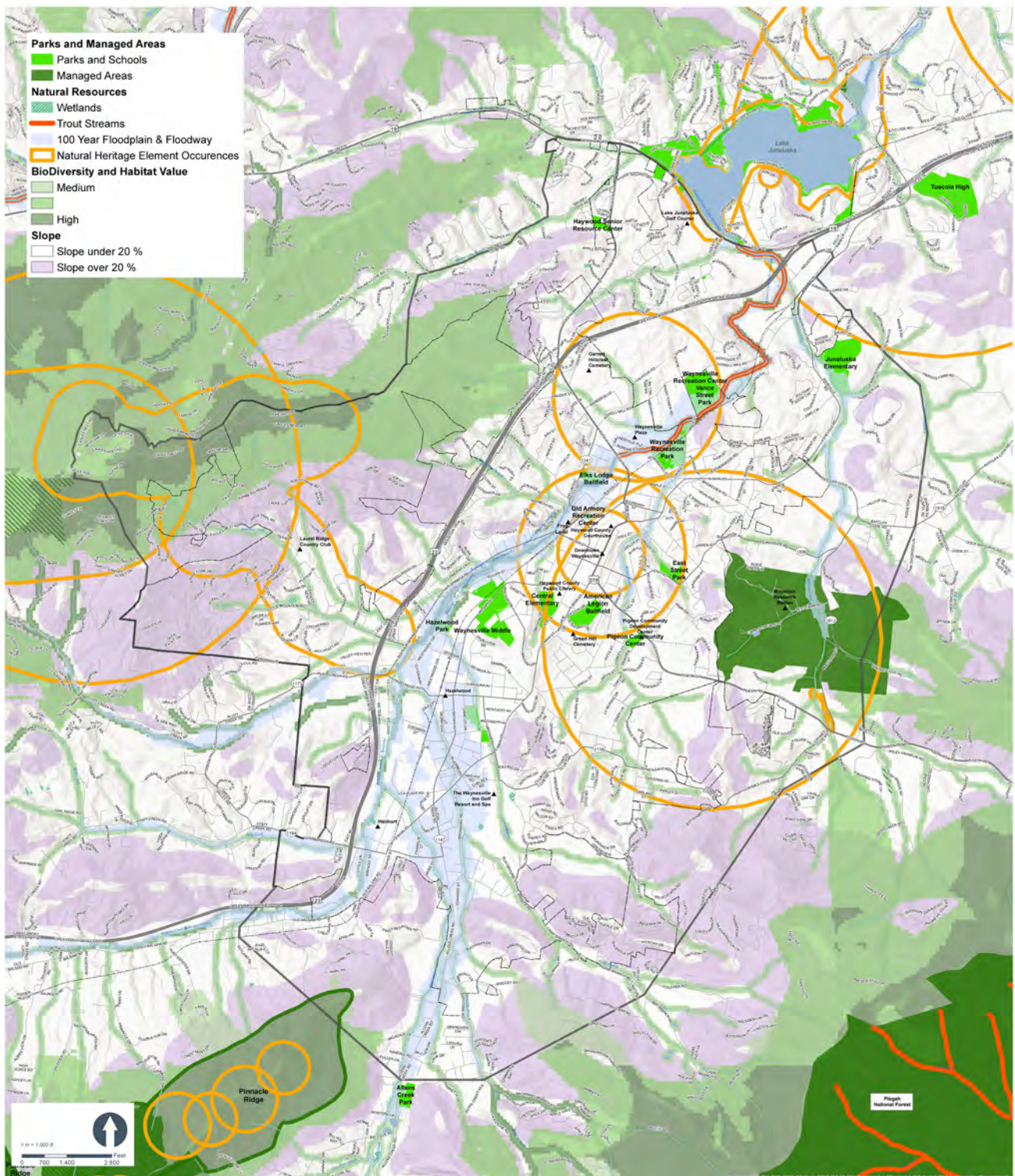
Waynesville offers a full program of activities for all ages at the Waynesville Recreation Center and the Armory Recreation Center. The Town is also working to develop neighborhood parks such as Chestnut Park. Improving existing parks, building greenways, encouraging recreation facilities and open space in new development and improving access to local and regional parks can help improve recreational opportunities for Waynesville residents.

Parks and Open Space Statistics



The Waynesville Greenway Trail System includes 4.8 miles of on-road and off-road greenways that link the Waynesville Recreation Center to Lake Junaluska.

PARKS AND NATURAL RESOURCES MAP



Natural Environment

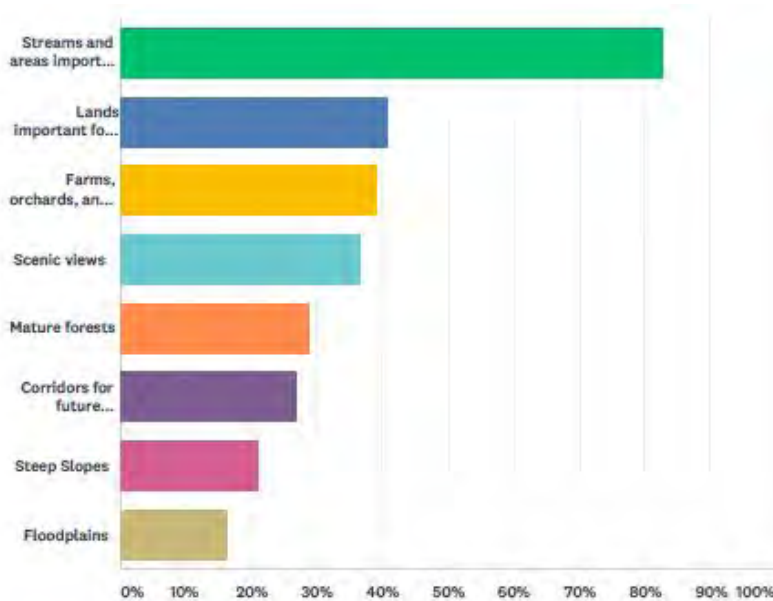
According to the NC Wildlife Commission, the western, southern, and eastern edges of Waynesville are important wildlife corridors. The area south of Waynesville is the second highest priority conservation area outside of the Great Smoky Mountains National Park.

Plott Creek, Eagle's Nest Mountain, and Pinnacle Ridge have Natural Heritage Element Occurrences (NHEOs) nearby. These areas rank high in biodiversity and are likely home to rare species. Pinnacle Ridge, is a designated Natural Heritage Natural Area (NHNA). These are the best examples of natural habitats that remain in the state. In and around Waynesville, endangered species include the northern long-eared bat, the eastern hellbender, the southern pygmy salamander, as well as the northern saw-whet owl.

Conservation should be made a priority and special care taken when development takes place in these areas. Specific policy recommendations on preserving Waynesville's natural resources can be found in Chapter 5.

Additional environmental resources include agricultural lands, forested views, Raccoon Creek, Richland Creek (a state-designated trout stream), and nearby Lake Junaluska (to the north) and Lake Logan (to the southeast) are both used by residents for recreation.

Preservation Priorities



Responses to the survey conducted as part of the plan indicate that there is a preference for preserving streams and areas important for water quality, lands important for habitat and biodiversity, farms and working agricultural lands and scenic views.

There are 36 Natural Heritage Element occurrences and 3 designated Natural Heritage Natural Areas near Waynesville.

(Source: NC Conservation Planning Tool, Within 2 miles of Waynesville's ETJ)



Northern Saw-Whet Owl
Source: NCWC

HISTORIC & CULTURAL RESOURCES

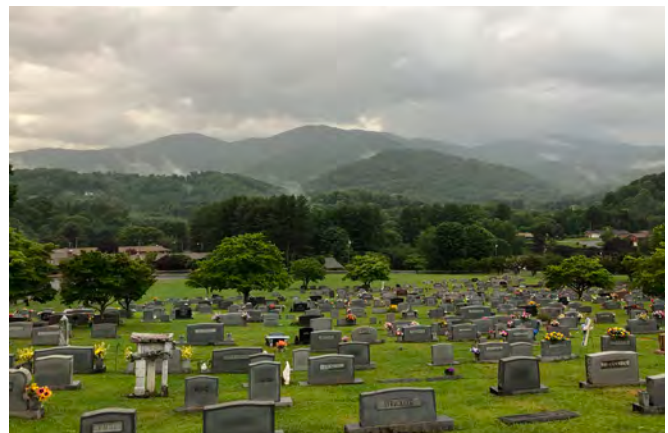
Culturally, Waynesville is known for its history, music, dance, crafts and visual arts that connect its residents to the Appalachian Mountains. Waynesville's current comprehensive plan notes the importance of preserving the Town's heritage through historic preservation and the promotion of its cultural resources.

Waynesville has a rich history that dates back to 1809 when Colonel Robert Love, a veteran of the Revolutionary War, deeded 17 acres to create a County seat for Haywood County in a community known as "Mount Prospect." He named the new town Waynesville in honor of Mad Anthony Wayne. By the mid-1800s Waynesville was a center for tourism and trade. William Holland Thomas was born in Waynesville in 1805 and became the legal agent and "white Chief" of the Cherokee, served as a North Carolina State Senator from 1848-1860, and formed the Thomas Legion which was the largest single military unit raised in North Carolina during the Civil War. The last recorded shot of the Civil War was fired on May 9, 1865 in Waynesville. Waynesville was incorporated in 1871 and became known as the "Gateway to the Smokies" with a rich architectural fabric of inns, boarding-houses, neighborhoods and the commercial areas of Frog Level and Main Street. In 1995, the Towns of Hazelwood and Waynesville merged into one community.

The Waynesville Historic Preservation Commission is established by Town Ordinance and the Town is a recognized Certified Local Government that meets the criteria of the 1980 Historic Preservation Act. The Commission carries out multiple responsibilities on behalf of the Town to preserve historic resources, including:

- Inventory resources (conduct surveys and studies);
- Conduct educational programs;
- Cooperate with State and Federal governments on historic preservation;
- Prepare and recommend preservation in the Comprehensive Land Use Plan;
- Recommend restoration and preservation of properties;
- Recommend Historic Landmarks; and

National Register Plaque
Downtown



- Review projects involving designated historic properties and historic districts for "Certificates of Appropriateness."

Designated historic structures and sites are scattered throughout the Town, and currently there are 4 National Register Historic Districts:

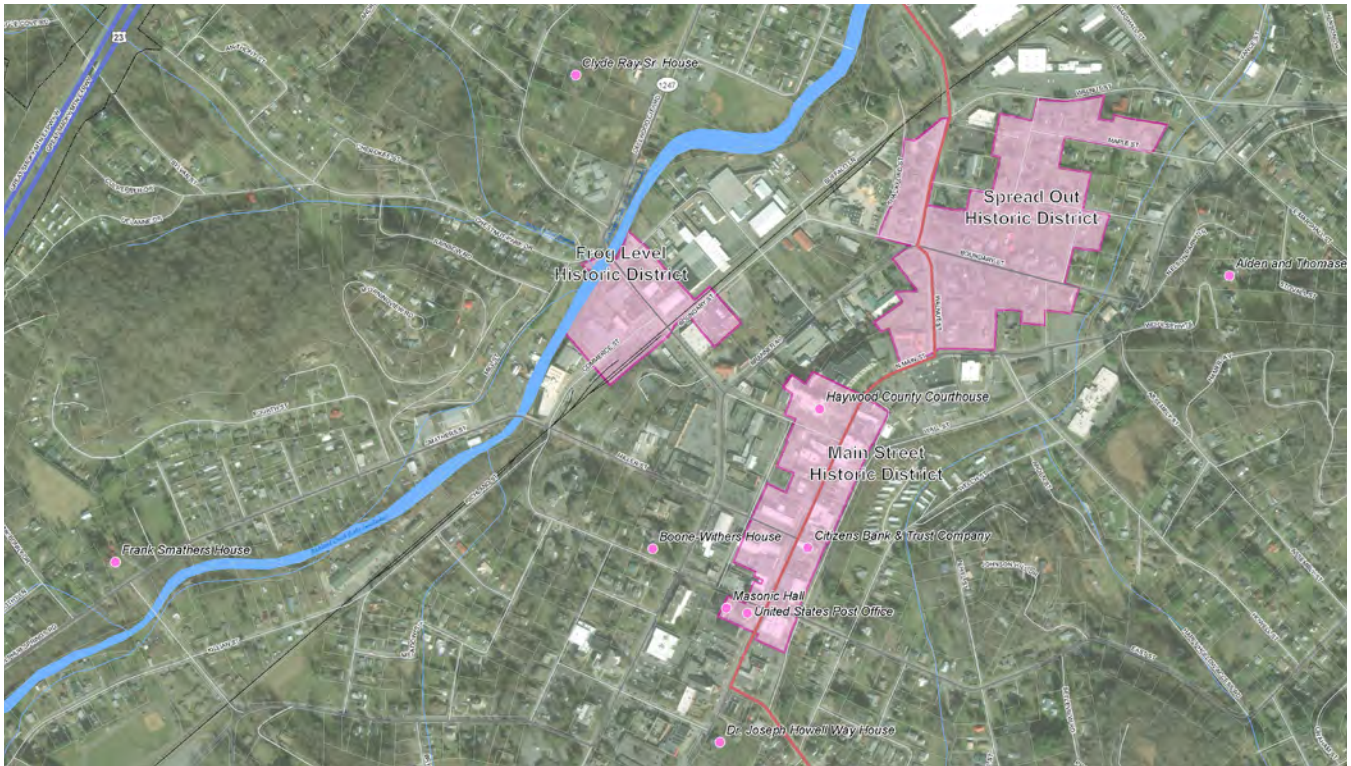
- Frog Level Historic District (2003)
- Main Street Historic District (2005)
- Spread Out Historic District (2010)
- Greenhill Cemetery Historic District (2018)

The Historic Commission works with local property owners voluntarily to pursue historic designation of sites within the Town and in coordination with the State Historic Preservation Office. They also are responsible for reviewing construction projects within historic districts or those involving designated historic properties in accordance with the Waynesville, North Carolina Design Review Guidelines which were adopted in 2013.

NATIONAL REGISTER LISTINGS IN WAYNESVILLE

Building/District Name	ID	Date of Listing
Boone-Withers House	HW0009	7/21/1983
Citizens Bank and Trust Company Building	HW0011	3/14/1991
Frog Level Historic District	HW0046	8/28/2003
Green Hill Cemetery	HW0634	5/31/2018
Haywood County Courthouse	HW0002	5/10/1979
Alden and Thomasene Howell House	HW0136	4/22/2003
Charles and Annie Quinlan House	HW0013	9/7/2005
Clyde H. Ray, Sr. House	HW0016	10/22/1996
Masonic Hall	HW0010	6/9/1988
Shelton House	HW0003	1/31/1979
Frank Smathers House	HW0072	7/10/1998
(former) United States Post Office Building	HW0012	3/14/1991
Dr. J. Howell Way House	HW0004	9/11/1980
Waynesville Main Street Historic District	HW0161	12/16/2005
Windover Inn	HW0017	01/25/2018

NATIONAL REGISTER HISTORIC DISTRICT & INDIVIDUALLY LISTED PROPERTIES



National Register Listings are those properties included in the "National Register of Historic Places (NRHP), a federal program administered by the National Park Service. Properties must go through a nomination process and be recommended for listing by the State Historic Preservation Office and approved by the Federal National Register Committee.

LOCAL LANDMARKS IN WAYNESVILLE

Building/District Name, Date of Listing
Clyde Ray House, 224 Love Lane, 06-10-97
R.D. Gilmer House, Suyeta Park Drive, 06-10-97
Judge Frank Smathers House, Smathers Street, 04-14-98
Grady Honeycutt Building, 313 Depot Street, 05-09-00
Charles U. Miller House, 53 Walnut Street, 12-12-00
J.B.S. McIntosh Building, Main Street, 12-12-00
Citizens Bank and Trust Co. Building, Main Street, 05-08-01
Rotha House, Pigeon Street, 10-09-01
J.B. Henry Warehouse, 33 Commerce Street, 05-14-02
The Thomasine Woolsey Howell House, 129 Woolsey Heights, 08-13-02
The Atkins House, 421 Grimball Drive, 01-28-03
Charles and Annie Quinlan House, 274 S. Main Street, 06-07-04
The Windover Inn, 40 Old Hickory Street, 06-22-10

Local Landmarks are structures designated by the Town as historically significant and worthy of protection through local property tax credits. These properties also have to go through a nomination process and are approved by the Town's Board of Aldermen.

Historic and cultural preservation is important to Waynesville for many reasons:

1. **Economic Development:** Historic preservation protects Waynesville's unique identity and the architectural and neighborhood context that makes Waynesville a wonderful place to live and visit. Waynesville's rich inventory of historic "bed and breakfasts" and inns draw visitors for overnight stays, and the shopping districts of Main Street, Frog Level and Hazelwood are destinations because of their historic streetscape and store fronts. Heritage tourism is a growing sector of the tourism economy because it conveys a unique community identity to visitors who seek an experience they cannot find elsewhere.
2. **Quality of life:** Visitors and residents get a sense of a community's self-image through its buildings, landscapes and history. The Historic Preservation Commission has had great success with the annual Greenhill Cemetery Tour, speaker series, and other educational efforts because there is an interested audience in residents and visitors for the excellent stories that make up Waynesville's past.
3. **Sustainability:** Buildings constructed prior to the 1950s used long-lasting materials and if properly maintained may outlast more recent construction. Maintenance of existing neighborhoods and infrastructure is less costly than outward development. Rehabilitation and revitalization create jobs and tend to rely more on local labor and purchases for materials. Keeping historic buildings in use also keeps them out of landfills. Reuse and recycling of buildings and building materials is at the heart of historic preservation.

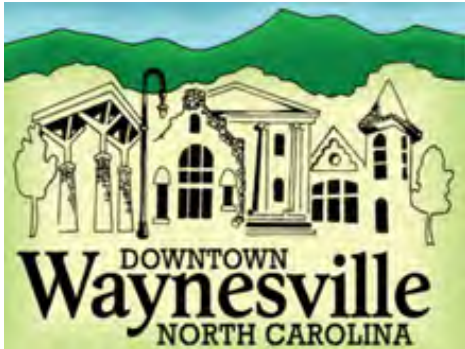


Haywood's Historic Farmers Market was established in 2008 as a producer-only market, featuring produce, meats, dairy, honey and heritage crafts sourced from Haywood or an adjacent county. Crafts featured at the market are also carried in local stores and include pottery, woodworking and other hand-made goods. The market creates a direct market between local farmers, crafts people and consumers.

Public Art

The Town of Waynesville's Public Arts Commission consists of appointed volunteers who raise funds to integrate artwork into the streetscape of Waynesville. Public art enhances the Town's streetscape while telling the rich story of Waynesville's natural and social history. The central Business Districts of Frog Level, Main Street and Hazelwood host most of the installations, but the Arts Commission would like to extend the inclusion of art into new development and along Waynesville's gateway corridors.

Downtown Waynesville



The Downtown Waynesville Association manages revitalization activities and events within the municipal service district that serves Main Street and the historic downtown area. The DWA was created in 1985 and qualified for the North Carolina Main Streets Program and established the municipal service district in 1986. Their goal is preserving and sustaining the social, cultural, economic and historic role of the downtown as the center of the Waynesville community. Every year the DWA organizes a variety of fun and inviting events in the downtown such as music and square dances, the Church Street Arts Festival and other festivals, the Christmas Parade, Trick or Treating on Main and other special events. DWA also works with the Town on enhancing and maintaining a beautiful streetscape that include native species, art installations, and places for the public to sit and enjoy.



Waynesville's walkable Main Street.

Folkmoot

Folkmoot “is a nonprofit 501 (c)3 organization that fosters the vibrancy of many cultures into one community. Folkmoot programs are based on cultural exchange and designed to build global relationships, foster cultural understanding and develop community prosperity.” It was founded by Waynesville surgeon Dr. Clinton Border, who saw an English folk festival while traveling, and thought such a festival would be perfect for Western North Carolina, which has its own rich history of dance. Since in 1984, Folkmoot USA has brought folk dance from all over the world to Waynesville and Western North Carolina. Folkmoot has brought dance groups from England, Germany, Holland, Ireland, Turkey, Mexico, Puerto Rico, Japan, the Netherlands, France, India, and others, over 200 countries since its beginnings.

In 2002, the Folkmoot Friendship Center was established in the former Hazelwood Elementary School, contributing to the renovation and preservation of the historic school building and expanding Folkmoot’s programming. This includes local art and dance classes, international dinners, performances and other activities. Folkmoot continues its work to provide a popular festival that brings in visitors once a year, and has established itself as a local community cultural center throughout the year.

Haywood Arts Council

Since 1977, the Haywood County Arts Council (HCAC) has supported the growth of the arts throughout the region, providing support for local creative artists and expanding opportunities for audiences, including pre-K through community college students. The Arts Council maintains a gallery and exhibition space on Main Street and offers educational programs, performances, and events that support its mission to “promote artists, art education, and innovation in art. The vision of the HCAC is a community involved in the arts.” HCAC has been the impetus for the creation of other arts organizations. The Smoky Mountain British Brass Band, Voices in the Laurel, and Haywood Crafts Associates and the Downtown Association all have roots in the Arts Council.



HART Theatre and Historic Shelton House

Another “spin-off” organization from the Arts Council is the Haywood Regional Arts Theatre (HART) which was created in 1984. HART is now a recognized and successful community theater with two performance spaces and a restaurant. They host an annual season of plays, musicals, dinner-theater, and performing arts.

The HART Theater shares its location with the Historic Shelton House which is the home of the Museum of North Carolina Handicrafts. Built in 1875, the Shelton House was owned by Stephen Shelton who was the Sheriff for Haywood County, fought in the Civil War and was active in the civic life of Waynesville. The house was added to the National Register in 1979 as the first site in Haywood County listed in the NHRP. In 1977, the Museum of North Carolina Handicrafts was

HART Theatre



established in the house by Mary Cornwell. Today the house, barn and grounds continue to provide a collection of heritage crafts, agricultural exhibits, and connect today's crafters and artisans to the public, as well as hosts the Haywood Farmer's Market.

Pigeon Community Multicultural Development Center

Nearby HART Theater and Shelton House, the Pigeon Community Multicultural Development Center is located in the former Pigeon Street School. The school served African-American elementary school students before desegregation in Haywood County in 1967 and is another historic property and structure being preserved and re-used by a local non-profit for the benefit of the community. The mission of the Pigeon Community Multicultural Development Center is "to strengthen harmony among the residents of our county and its communities. To achieve this we help re-establish the long standing tradition of community as family. We foster intentional inclusiveness to create a holistic quality of life. As we serve we recognize and give glory to God."



Today, the Center hosts after-school programs and a summer enrichment program for children, dinner for seniors, programs for veterans, and exercise and other classes for everyone. The Board and Executive Director Lin Forney provided leadership in researching, documenting and sharing the history of African-Americans' contributions to the history of Waynesville and its economy and development.

These organizations support and contribute to a wealth of local artists, businesses and performers that are vital to making Waynesville the special community that it is.

Page Intentionally Left Blank





APPENDIX

**APPENDIX A: SURVEY
ANALYSIS**

**APPENDIX B: TAPESTRY
SEGMENTATION PROFILE**

**APPENDIX C:
TRANSPORTATION PLAN
ASSESSMENT**

**APPENDIX D:
TRANSPORTATION
EXISTING CONDITIONS
ANALYSIS**

APPENDIX E: MAPS

APPENDIX F: GLOSSARY

APPENDIX A: SURVEY ANALYSIS

Public Policy Institute

Western Carolina University 2018 Waynesville Strategic Planning Survey Report



The Public Policy Institute (PPI) of Western Carolina University was contacted by the town of Waynesville, NC, to review survey data provided by the town. This survey was administered online by the town and open to the public at large. While the PPI was not involved in the data collected, we are happy to provide this summary of the 368 responses to the survey.

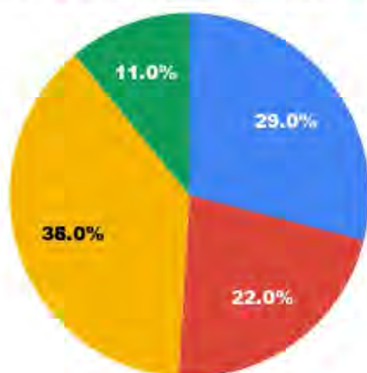
I. SURVEY METHODS & SAMPLE DEMOGRAPHICS

Working with Jackie Turner of Stewart (a planning, design, and engineering firm with offices in Raleigh, Durham, and Charlotte), Waynesville opened an online survey to the public as part of its strategic planning process. Respondents completed several items including demographic questions, such as their age, income, and length of residence, and substantive questions about their opinions on the needs in the town, future development, and other planning issues.

Of the 368 respondents to the survey, the plurality of respondents (40%) were above 60 years-old, 28% were between 30 and 44, and 25% of respondents were between 45 and 59. A smaller group, about 6%, were under 30 years-old. The three largest respondent-groups based on income included 67 respondents (18.4%) that reported earning between \$100,000 and \$149,999, another 66 respondents (18%) reported earning between \$50,000 and \$74,999, and the third largest group (54 residents or 14%) reported earning between \$25,000 and \$49,999.

Length of Residency for Year-round Respondents

1-5 years 6-10 years 11-20 years 21+ years



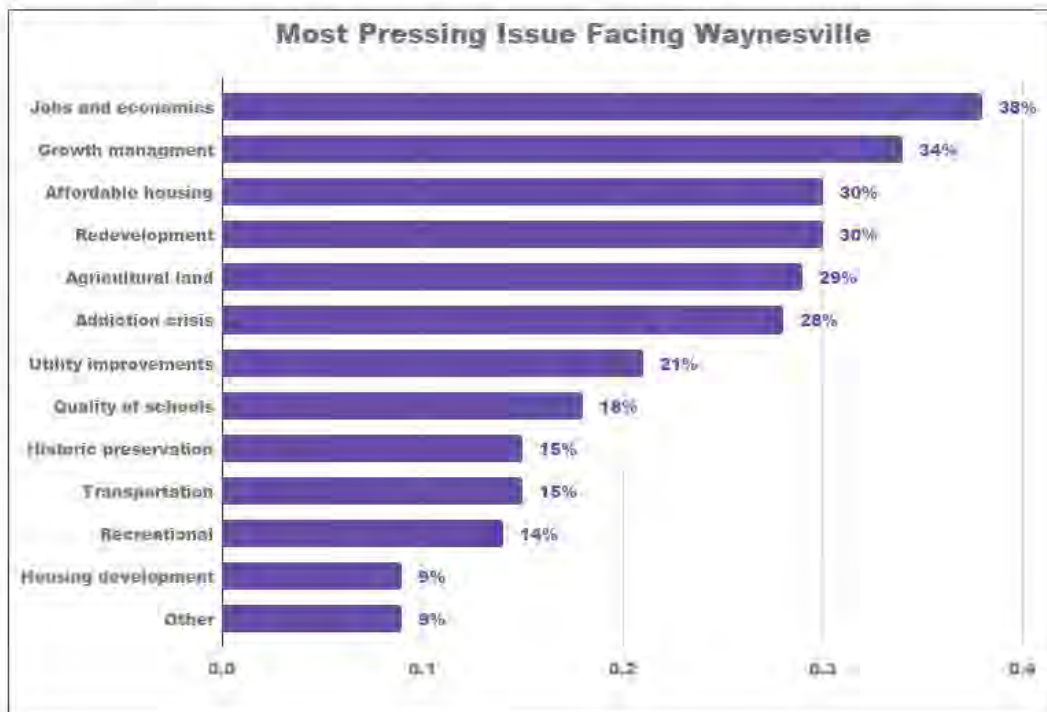
As to residency, the clear majority of respondents (over 91% or 292 respondents) reported living in Waynesville for more than six months a year. Twenty-six respondents reported living in town for less than six months a year. For those living in the area for more than six months a year, the largest number (38%) had lived in the area between 11 and 20 years, another 29% for less than five years, 22% between 6 and 10 years, and 11% for 21 years or more, as displayed in the figure to the left.

II. SURVEY RESULTS

The survey asked many substantive questions including what is the most pressing issue facing Waynesville, where and what types of growth should be the focus of the Town, types of housing that should be promoted, and issues about services and infrastructure.

A. Pressing Issues

Respondents were asked to select what they believe to be the most pressing issue facing Waynesville. For this question, respondents had the option of selecting three choices from a list of 11 potential issues or the respondents could write in an issue if it was not included in the predefined list. As displayed in the bar graph below, the issue most often selected by respondents was jobs and economic growth, which was selected by 38% of all respondents. Other often selected categories included growth management and controlling urban sprawl (34%), affordable and workforce housing (30%), redevelop distressed commercial and residential properties (30%), protection of agricultural lands and open spaces (29%), and addressing the addiction crisis (28%).



Thirty-five respondents selected something other than the issues provided in the predefined list and wrote their own issue. These 35 answers varied greatly without a clear trend and some were rephrasing of and issue on predefined list, such as one respondent that wrote in “addressing the issues of addiction.” Overall the top six “pressing issues” may be of importance as over one-fourth of the respondents listed these in their choice of three.

B. Growth, Development, & Housing

Several questions for respondents targeted issues of economic development, town growth, and housing. Respondents were asked where residential development and growth should occur from a list of six predefined choices or the respondent could select “other” and write an open-ended response.

Respondents could select as many answers as they wanted. As the table to the right displays, most respondents felt that growth should occur away from sensitive environmental resources (66%), where infrastructure already exists (63%), and in parts of towns ready for redevelopment (60%). The open-ended responses to this question varied greatly for the 40 respondents that wrote something other than a predefined category and there was not a clear trend

Area for Growth	Number	Percentage of Respondents
Away from Sensitive Environmental Resources	244	66%
Where infrastructure (water & sewer) exists	213	63%
In Sections of Town Ready for Redevelopment	222	60%
Near Existing Shopping and Services	138	38%
Other	40	11%
Anywhere/Everywhere	33	9%
Near Major Intersections	32	9%

Two other questions asked about the preferred types of affordable or workforce housing that should be promoted and what types of residential neighborhoods a respondent favored. For both of these

questions respondents were provided with pictures representative of different types of housing and neighborhoods of various densities. For the workforce/affordable housing question, respondents selected one choice from five different pictures of varying housing types. These photos included representations of single-family housing, manufactured homes, less dense apartments, denser multi-floor apartments, and townhomes. Most respondents (247 or 68% of all respondents) selected small, single-family housing as the preferred type. The accompanying picture is displayed to the left.



Photo example provided in the survey of “Small Single-Family Housing”

respondents could select one of the photos as their preferred type of neighborhood for new residential development. Most respondents (198 residents or 54% of all respondents) selected the photo representing a medium density residential neighborhood. Almost one-third (118 respondents or 32%) selected the photo depicting a “very low density residential” neighborhood and the other 14% of respondents (49) selected a photo displaying a “traditional town grid,” which was denser. The photo example of the top choice (“medium density residential”) is displayed below.

Concerning residential neighborhood density, respondents were offered a selection of three photos of three different neighborhood types. The



Photo example provided in the survey of a "Medium density residential" neighborhood. Small Single-Family Housing" selected by most (54%) of survey respondents

C. Limiting Development & Protection of Open Spaces

Several questions also asked respondents about their opinions on protecting open spaces and limiting development. One question asked respondents whether they agreed or disagreed that sensitive natural areas should be protected from development. A majority (63%) "strongly agreed" that natural areas should be protected, while another 24% "agreed" with this statement. Eight percent indicated they were "neutral" to protecting sensitive areas and about 4% either "disagreed" or "strongly disagreed" that sensitive natural areas should be protected.

Respondents were also asked what types of areas should be protected, if any. Respondents could select up to three areas that the respondent felt should be preserved or conserved for open spaces by Waynesville. A large majority of respondents (83%) said that streams and areas important for water quality should be protected. The three other highest areas deemed in need of protection, as indicated by the table below, included areas important for habitat and biodiversity (41%), agricultural areas (39%), and scenic views 37%.

Type of Area to Protect	Number	Percentage of Respondents
Streams and Areas Important for Water Quality	306	83%
Lands Important for Habitat and Biodiversity	151	41%
Farms, Orchards, and Working Agricultural Lands	145	39%
Scenic Views	136	37%
Mature Forests	107	29%
Corridors for Future Greenways and Trails	100	27%
Steep Slopes	79	21%
Floodplain	61	17%

Respondents were also asked which one type of open space they most wanted to protect from development and were provided photo examples of each type of open space. There were seven predetermined types of areas that the respondents could choose from in their answer. The three most often selected open areas deemed worthy of protection included "streams / rivers" (33%),

“ridgeline” (27%), and “woodland” (19%). The example photos from the survey are included below:



Photo example provided in the survey of a “stream/river”



Photo example provided in the survey of “woodland”



Photo example provided in the survey of a “ridgeline”

D. Infrastructure Focus

Residents were also asked which three public services they thought should be of the highest priority. The respondents were provided a list of eight services or infrastructure items and were allowed to pick the three that they believed were of the highest priority. As the table below displays, almost

Services of the Highest Priority	Number	Percentage of Respondents
Parks, Greenways, Trails	179	49%
Public Safety (Police, Fire, EMS)	173	47%
Roads and Transportation	157	43%
County Schools (K-12)	154	42%
Open Space Preservation	142	39%
Water and Sewer	126	34%
Broadband Service	105	29%
Affordable/Subsidized Housing	66	18%

half (49%) of respondents included parks, greenways, and trails in their top three services or infrastructures of importance. Forty-seven percent of respondents indicated that public safety services were important, 43%

included roads and transportation, and 42% included county schools.

E. Open-ended Responses

Lastly, two open-ended questions were included asking respondents what they valued most about Waynesville and another place to add any additional feedback to the Waynesville staff and elected officials. The PPI staff reviewed all the comments in these two sections and categorized each response to look for general trends. Some of the responses covered more than one category, so the numbers presented in the tables below do include multiple responses and thus the percentages may add up to more than 100%.

In total 337 respondents left a comment on what they liked best about Waynesville. When asked this question, 49% of those that left a comment noted that they most appreciated the “small town feel” of Waynesville. For example, one respondent commented on “The small-town environment and the beauty of the location” as what was most liked. Others commented that town is a good mix of small town with amenities, such as one respondent that wrote that Waynesville had “small town charm” with “a lot of conveniences of a larger city.” Other respondents (22%) noted the geographic location as ideal, such as one person that liked the “views around every bend.” Others (15%) also stressed the importance of the downtown area, as one person commented they liked Waynesville’s “vibrant downtown, shopping areas and it’s a smart growth community.”

What Respondents Like Most about Waynesville	Number	Percentage of Respondents to This Question (337 Total)
Small Town Feel	165	49%
Geographical Location	73	22%
Downtown	50	15%
People	39	12%
Other	37	11%
Safety	16	5%
Quality of life	17	5%
Weather	13	4%

As to the final open-ended question concerning other feedback, 216 people took the time to add some comment. The statements were wide ranging but common issues mentioned in this area include the need to develop urban standards and limit urban sprawl (70 respondents), the need for more parks and public areas (24 respondents), and the need for improved roads (21 respondents). Again, these topics varied greatly and we encourage those interested to review the open-ended comments.

Community Strengths

In response to the open-ended question: *what respondents value most about Waynesville*, the response was as follows.

"...49% noted that they most appreciated the "small town feel" of Waynesville. One respondent commented on "The small-town environment and the beauty of the location" as what was most liked. Others commented that town is a good mix of small town with amenities, such as one respondent that wrote that Waynesville had "small town charm" with "a lot of conveniences of a larger city." Other respondents (22%) noted the geographic location as ideal, ... "views around every bend." Others (15%) also stressed the importance of the downtown area -- "vibrant downtown, shopping areas and it's a smart growth community."

Community Concerns

"Respondents were asked to select what they believe to be the most pressing issue facing Waynesville. With three choices from a list of 11 potential issues, the issue most often selected by respondents (38%) was jobs and economic growth. Other selections included growth management and controlling urban sprawl (34%), affordable and workforce housing (30%), redevelop distressed commercial and residential properties (30%), protection of agricultural lands and open spaces (29%), and addressing the addiction crisis (28%)."

The survey also included one open-ended question which allowed respondents to address concerns and provide additional comments for Town staff and the project team. Out of 216 responses, 70 included a comment that stated a need for urban standards and to limit urban sprawl.

Community Preferences

The visioning workshop and online survey both contained visual preference exercises related to design, aesthetics, recreation, housing, density, and more. When asked the preferred type of affordable, workforce housing, or low-to-moderate income housing, attendees primarily selected two-story detached single-unit dwellings as their preferred style with two-story attached single-unit dwellings as the next preferred style of residential development. Denser, multi-family apartment complexes received almost no votes as the preferred style of low-moderate income housing.

On the survey, over 68 percent of respondents selected small, single family homes as their preferred affordable or workforce housing type. Quite a distance behind were townhomes (14.92%), workforce housing duplexes/quadplexes (10.5%), apartments (4.14%), and manufactured homes (2.21%).

Very low density residential was the most preferred density/neighborhood development type, with over 54 percent of respondents making that selection. Following closely behind was medium density residential (32.33%). A traditional, town grid-type development was selected the

**PREFERRED AFFORDABLE/
WORKFORCE HOUSING 68.23%**



least frequently (13.42%).

For town center/infill housing, attendees overwhelmingly preferred small, craftsman-style bungalow visuals over single-family dwellings more suburban in appearance or dwellings with

PREFERRED INFILL DEVELOPMENT TYPES

Town Infill - Commercial



Town Infill - Housing



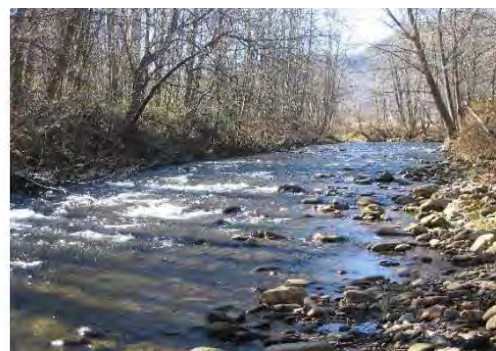
less square footage. Single-story garden apartments received the second highest number of votes based on visual preference for town center/infill housing.

When asked about goals for housing, respondents selected “Provide different housing types including traditional single family, multi-family, nontraditional units that include rental and for sale units” as a preferred recommendation over “Provide affordable housing options” and “Provide housing options for aging in place.”

A disconnect seemed to exist among Workshop attendees regarding how to define low-to-moderate income housing and the implications for creating more affordable housing stock in Waynesville. Additionally, many attendees seemed concerned about the possible construction of public housing and/or Section 8 dwellings and not only confused the two but also perpetuated misconceptions about how such programs operate. The community profile of Waynesville and Haywood County housing appears in Chapter 3, where there also is a explanation of the differences in housing classification.

With regard to open space conservation, streams/rivers was the type of open space respondents chose most frequently to protect from development. That was closely followed by ridgelines (26.8%), woodlands (19.06%), farmland (11.05%), undeveloped land at the edges of town (7.46%), and orchards (2.49%).

OPEN SPACE TO PROTECT



APPENDIX B: TAPESTRY SEGMENTATION PROFILE

Below are descriptions of the most popular geodemographic groups in Waynesville. "Tapestry is a geodemographic segmentation system that integrates consumer traits with residential characteristics to identify markets and classify US neighborhoods. Neighborhoods with the most similar characteristics are grouped together, while neighborhoods with divergent characteristics are separated. Internally homogeneous, externally heterogeneous market segments depict consumers' lifestyles and life stages. Tapestry Segmentation combines the "who" of lifestyle demography with the "where" of local geography to create a classification model with 67 distinct, behavioral market segments."

Source: <https://doc.arcgis.com/en/esri-demographics/data/tapestry-segmentation.htm>

SMALL TOWN SIMPLICITY

The Small Town Simplicity group makes up 44.3% of Waynesville's population. They are both young families and senior householders that have community ties. They live a down to earth and semi-rural lifestyle, with television for entertainment and news. Emphasis is on convenience for both young parents and senior citizens. Common hobbies are those such as online computer games, renting movies, indoor gardening, and/or hunting and fishing. Finances are kept simple and debt is avoided—1 in 4 households is below poverty level.

KEY TRAITS:

Median age: 40.8 ~ Median household income: \$31,500 ~ Average household size: 2.26 ~ 67% have high school diploma or some college ~ labor force participation rate lower at 52%

THE NEIGHBORHOOD:

- » Small towns or semi-rural neighborhoods mostly outside of metropolitan areas.
- » Homes are a mix of older single-family houses, apartments, and mobile homes. Half of all homes are owner-occupied.
- » Median home value is around \$92,300, about half the US median
- » Half of householders are aged 55 years or older and households are predominantly single-person.

44.3%

Of Population in
Waynesville



ROOTED RURAL

This group makes up 18.2% of the population in Waynesville. Many residents live in many of the heavily forested regions of the country, this group is heavily concentrated in the Appalachian mountain range as well as in Texas and Arkansas. Nearly 9 of 10 residents are non-Hispanic white. This group enjoys time spent outdoors, hunting, fishing, or working the garden. Family time is also important: time watching TV with a spouse or with pets is spent. These communities are heavily influenced by religious faith, traditional gender roles, and family history. They like to buy American made products.

KEY TRAITS:

Median age: 45.2 ~ Median household income: \$42,300 ~ Average household size: 2.48 ~ Do-it-yourself mentality ~ Thrifty shoppers than use coupons frequently and buy generic goods ~ Far-right political values on religion and marriage

THE NEIGHBORHOOD:

- » 80% of homes are owner-occupied and are primarily single family.
- » Market is dominated by married couples, few with children
- » A high proportion of the housing stock is for seasonal use

RURAL RESORT DWELLERS

» Homes values are

Rural Resort Dwellers make up 14.2% of the Waynesville population. They are a small market that survived through the Great Recession. Many are located in areas where the change in seasons supports a variety of outdoor activities. Many workers in this group are postponing retirement or returning to work to maintain their current lifestyles. They have simple tastes but are very passionate about their hobbies.

KEY TRAITS:

Median age: 54.1 ~ Average household size: 2.22 ~ close to retirement

THE NEIGHBORHOOD:

- » Housing is owner-occupied, single family homes, with some mobile homes
- » Strong market for second homes; over half of the housing units are vacant due to a high seasonal vacancy rate.
- » 42% of households consist of married couples with no children, 28% of households are single person

18.2%

Of Population in
Waynesville



14.2%

Of Population in
Waynesville



OLD AND NEWCOMERS

The Old and Newcomers group make up about 12.9% of the population in Waynesville. The focus of this group is more on convenience than consumerism. Composed of neighborhoods in transition, populated by renters who are just beginning their careers or retiring. Folks in this group are still in college or taking adult education classes. They support charity causes and are environmentally conscious.

KEY TRAITS:

Median Age: 39.4 ~ Average household size: 2.12 ~ 31% have a college degree ~ Lower unemployment rate at 5.1% ~ Median household income: \$44,900 ~ Labor force participation rate of 62.6%

THE NEIGHBORHOOD:

- » Metropolitan city dwellers
- » Predominantly single households with a mix of married couples with no children
- » 55% of homes are renter-occupied
- » 45% of housing units are single-family, 45% are multi-unit buildings in older neighborhoods, built before 1980.

12.9%

Of Population in
Waynesville



MIDLIFE CONSTANTS

Midlife Constants are about 5% of the population in Waynesville. This group is seniors, at or approaching retirement, with below average labor force participation and above average net worth. Located predominantly in metropolitan areas, but also live outside the central cities in smaller communities. Their lifestyle is more country than urban.

KEY TRAITS:

Median Age: 47 ~ Average household size: 2.31 ~ Median household income: \$53,200 ~ unemployment lower at 4.7% ~ prefer to buy American and natural products ~ 63% have a high school diploma or some college

THE NEIGHBORHOOD:

- » Older homes (most built before 1980) found in the suburban periphery of smaller metropolitan markets.
- » Primarily married couples, but a growing share of singles.
- » Settled neighborhoods. Residents have lived in the same house for years.
- » Single-family homes, less than half still mortgaged.
- » Median home value of \$154,100

5%

Of Population in
Waynesville



APPENDIX C: TRANSPORTATION PLAN ASSESSMENT

In order to maintain the quality of life for which Waynesville is recognized while supporting future growth, the Town must plan for future transportation needs.

The railroad helped connect Waynesville to the rest of the region in the early 1900s and created opportunities for agriculture, forestry and tourism. The downtown area, and the Frog Level commercial area, became the center of transportation for the town. As the automotive industry took hold and North Carolina's roadway network expanded, the railroad declined in importance, and development began to expand to new corridors and more distant residential tracts. By 1950, passenger train service to Waynesville was discontinued. Today, Waynesville's proximity to Interstate 40 and the Great Smoky Mountains Expressway (Hwy 23/74) is more important than its connection to the railroad, with easy links to Asheville, Knoxville, and Atlanta; making it a very convenient location for regional travel.

The Town works with NCDOT to plan improvements on major thoroughfares so that projects met the needs of the community overall. The Town conducted corridor studies for North Main, South Main and Russ Avenue which informed the NCDOT designs. The studies promote connectivity, support active modes of transportation and encourage streetscape that is aesthetically pleasing. Subsequent meetings facilitated by the Town on the Russ Avenue project have resulted in changes to NCDOT designs that decreased the proposed footprint of roadway improvements through the Spreadout Historic District (along Walnut Street) and to extend sidewalk north of the Expressway. Similar efforts for North and South Main Street have produced new gateway elements, roundabouts and medians and improved sidewalk connectivity and landscaping.

Similar efforts to design streetscapes for South and North Main Street have produced new gateway elements (e.g. roundabouts, medians) and improved pedestrian connectivity and accessibility.

Meanwhile, the Town is determined to turn existing greenway plans into reality, extending the greenway on a parallel track along Richland Creek to create



NCDOT is developing a number of new roundabouts along Waynesville's Main Street, working with the community to develop the most appropriate design alternative for each site. These can serve as attractive and efficient gateways.

a backbone for a bicycle and pedestrian network. As property and funding become available, the Town is constructing trail segments in a concerted effort to develop this multimodal corridor. The Town is also active on a regional level, participating in the Haywood County Greenways Council and supporting regional trail connections with Buncombe County and other localities. Regional trail initiatives of Land-of-Sky Regional Council and the Southwestern Commission present on-going opportunities to connect Waynesville with other communities, to the benefit of residents, businesses, and visitors.



New sections of the expanding Richland Creek Greenway are designed for both functional transportation and recreation uses. They highlight the scenic appeal of the creek and its tributaries, while connecting to parks, neighborhoods, and the town's sidewalk system.

The Town completed an ADA Self-Assessment & Transition Plan, whereby all municipal buildings were analyzed by a third party to see if any changes were necessary to improve accessibility for all users, especially those with disabilities. These efforts continue making sure that Waynesville is a Town that everyone can enjoy. A complete sidewalk network allows for effective movement throughout the Town, but is ultimately only functional if people can safely access their destinations.

Haywood County has developed a wayfinding sign system with variations on a consistent

theme for each Town in the County. The Town of Waynesville has endorsed the design and is looking forward to improved motorist and pedestrian directional orientation that comes from a distinct and effective wayfinding sign system. Wayfinding signs also give districts and destinations a much-needed boost, and help the public find parking, improve traffic flow, and ease the transition between car, pedestrian, and transit use.



Wayfinding signs can reinforce an area's defining history and culture. These signs will feature different animal motifs for each community, with an elk for Maggie Valley, a cardinal for Clyde, a bear for Canton, and a plott hound for Waynesville.

To implement the greenway feasibility study, the Town is planning trail alignments strategically, identifying path orientation in cooperation with landowners, available rights-of-way or unopened rights-of way, and where the trail can connect with neighborhoods, commercial centers, schools and parks.

The plan should spur economic investments throughout Waynesville, providing residents, developers, and entrepreneurs with opportunities to leverage this connectivity for economic opportunity. In addition, trail development will create areas for streambank restoration and public access to Richland Creek and its tributaries as part of watershed management.

The success of Waynesville's greenway system may influence support for additional trail connections and further investment in other projects like the Pigeon River Greenway, the Lake Junaluska trail, and even a regional trail system that could connect multiple counties. This will take continued initiative, championing, financing, commitment and partnership so that greenways continue to be considered in overall transportation planning.

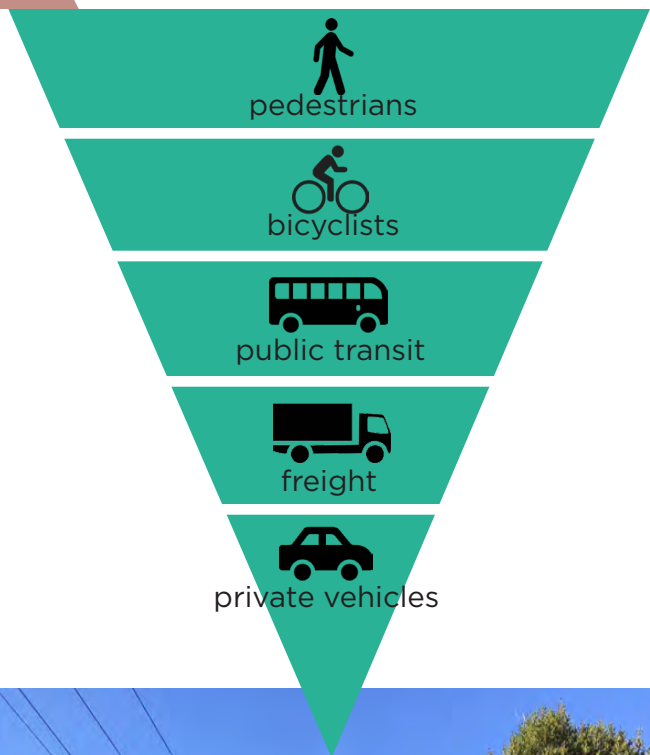
Waynesville is well-positioned to further develop its active transportation environment. A robust sidewalk network and local support for bicycling can translate to improvements in connectivity and accessibility. Bike lanes, sidewalks and trail connections are part of the Russ Avenue, North Main and South Main roadway improvements, and sidewalk infrastructure is being expanded in accordance with the 2010 Pedestrian Plan through both Town Powell Bill investments and NCDOT programming. The 2013 Comprehensive Haywood County Bicycle Plan lays out recommendations for on-street and off-street bicycle infrastructure improvements.



The town may see increase interest in transit and in emerging trends. Haywood Transit, a program of Mountain Projects, Inc. is working with the French Broad River MPO to implement fixed-route service that will provide scheduled mobility around Waynesville and Canton with connections to Buncombe County and Asheville. Reliable service to employment centers and neighboring towns can improve residents' economic prospects and help relieve roadway congestion at peak hours. Electronic scooter companies that allow users to rent scooters in urban areas are seeking new markets as trail, sidewalk and bicycle infrastructure is developed in urbanizing areas. Such new modes of travel will require consideration in regulation, design, and parking as they emerge. However, they can also alleviate parking demand and serve a wide range of citizens and visitors.

Waynesville is situated at the western terminus of the long-term regional vision for trail connectivity in WNC known as the Hellbender Regional Trail Network. Linking the Town's greenways to a broader system will enable bicycle commuting, recreational tourism and "trail town" economic development, and new races and events.

7 APPENDIX



Transportation in Waynesville twenty years from now might look different than it does today. The NCDOT widening of the Smoky Mountain Expressway, sections of I-40, and Jonathan Creek Road will enable more efficient freight movement around Waynesville and keep commuter traffic moving. Meanwhile, automated vehicles (AVs) could offer improvements to efficiency and safety, and enhance regional transportation networks. As NCDOT projects on South Main and Russ Avenue are completed, Waynesville's roadways and intersections will be much safer for all users, which is the ultimate goal. New roundabouts limit conflict points, center medians require safer turning movements, and pedestrians will have shorter crossings and sidewalks that meet state standards and ADA requirements.

As the Town invests in new transportation projects, safety and accessibility are primary objectives, enabling safe connections to schools, parks, and all that the community has to offer. Multimodal accommodations and connections should always be considered in design, recognizing that diversified transportation options give people choice in their movement and benefit the entire community.

Roadway corridors are also gateways into Waynesville's commercial and residential areas. The Town desires to integrate landscaping, wayfinding signage, and other treatments to create entry features. The Arts Commission would like to identify opportunities for public art installations within transportation corridors and at gateways into Town.



Many of Waynesville streets are two lanes, with a sidewalk along one side. The Town should make sure that drivers are adhering to the 20mph speed limits to maintain these streets' safety and functionality.

2035 French Broad River MPO Long-Range Transportation Plan (LRTP)

The 2035 French Broad River MPO Long-Range Transportation Plan (LRTP) in effect for Haywood County includes a significant element related to pedestrian and bicycle transportation, including several references to policy initiatives at the state and federal level. Chapter 3 focuses on pedestrian and bicycle usage and crash statistics throughout Buncombe, Haywood, and Henderson Counties and references to various funding programs.

Tier II projects (2016-2025) include:

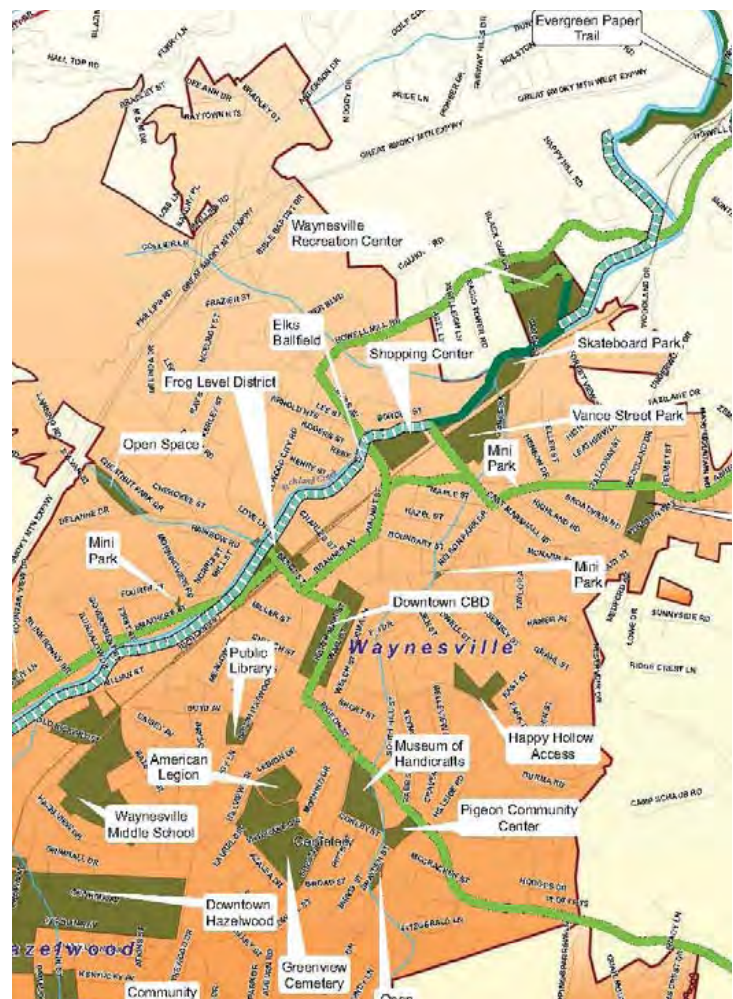
- » \$1 million for region-wide projects including signs, shared lane markings, and bicycle lane striping.
- » \$7 million for region-wide bicycle and pedestrian elements of highway projects.
- » \$1.8 million for region-wide infrastructure improvements to provide bicycle and pedestrian access to transit.
- » Tier III projects (2026-2035) include:
 - » \$10 million for implementation of municipal/county bicycle, pedestrian, and greenway plans.
 - » \$6.5 million for repaving and widening of rural roads to accommodate bicyclists and pedestrians.
 - » \$1 million for bicycle signage, sharrows, and bike lanes.

Comprehensive Pedestrian Plan (2010)

The Waynesville Comprehensive Pedestrian Plan focuses on providing convenient, safe pedestrian access while linking neighborhoods to destinations and promoting a sustainable and vibrant lifestyle.

Key recommendations from the Plan include:

- Support Safe Routes to School (SRTS) efforts to educate and expand infrastructure.



Source: 2010 Comprehensive Pedestrian Plan

The 2010 Comprehensive Pedestrian Plan recognized the value of greenways and recommends that the Town of Waynesville actively acquire ownership interest in properties within floodways along corridors planned for greenway expansion.

- Extend Richland Creek Greenway and consider expansion along Raccoon Creek.
- Develop and implement a plan to remove sidewalk obstructions, improve sidewalk maintenance, add missing sidewalk links, and provide end-of-trip amenities at major destinations that incorporates public art.
- Adopt regulations that require developments to incorporate sidewalks along pedestrian corridors and require dedication of right-of-way as needed.
- Require sidewalk construction on both sides of thoroughfares and arterials and one side of local residential streets as well as require sidewalk and/or greenway connections between adjacent businesses.
- Improve safety and aesthetics to create a more pedestrian-friendly environment through improved signaling and markings, design improvements, wayfinding, and development of urban design standards.
- Invest in more distinguished wayfinding signage along the greenway and surrounding roads to inform residents and visitors of access points and general information.

Bike in Beds: How to Maximize Bicycle Tourism in Haywood County and WNC (2015)

In 2015, the Haywood County Tourism Development Authority (TDA) and Southwestern Commission developed *Bikes in Beds: How to Maximize Bicycle Tourism in Haywood County and WNC*, in an effort to capitalize on the rapidly changing and growing bicycle tourism industry. The report states that “While there are no greenways in Western North Carolina that have the same draw as the Virginia Creeper Trail in Virginia or Swamp Rabbit Trail in South Carolina, there is some potential to attract low stress riders. Each community should work toward developing facilities and strategies to attract all types while capitalizing on their unique attributes for specific bicyclists.”

The report lists the economic benefits of bicycle tourism and lists several recommendations:

- » A greenway connecting Waynesville to Canton, which it estimates could attract thousands of visitors to Haywood County each year and generate up to \$1 million in annual tourism expenditures, serving as a regional attraction for visitors. Families and other groups looking for low-stress cycling excursions without vehicle traffic would enjoy the trail. The cost of constructing the proposed Haywood County greenway is estimated at \$9 million, but could result in increased property values.
- » Mountain bike trails. The mountainous terrain and large amount of public land in Haywood County provide potential for the development of additional high quality trails that can attract visiting mountain bikers. There is a large network of Forest Service roads in the region that could be promoted to attract the growing number of cyclists looking for gravel road rides and gravel grinder events.
- » A Scenic Bikeways program to fuse recreation, transportation, and the economic benefits of bicycle tourism.

US 276—Pigeon Road / Cruso Road

Short-/Long-term investment

Estimated Cost: \$1 - 47 million *

Context: Route is a two-lane route through rolling terrain from Waynesville to Bethel, with a mix of residential, commercial, and agricultural uses. From Bethel, US 276 winds its way to the Blue Ridge Parkway.

Influences:

- Downtown Waynesville
- Bethel Community & Schools
- Blue Ridge Parkway connection
- Connections to other recreational routes
- Campgrounds



Length: 6.5 - 13.5 miles

Recommendations: *Short-term*—add share the road signs & climbing shoulders where possible between Waynesville & Bethel. *Long-term*—FBRMPO long-range plan identifies 6-mile \$47 million project from Waynesville to NC 215.



US 276—Pigeon Road was consistently mentioned as one of the corridors that presents the most challenges for bicyclists in terms of feeling safe next to high-speed traffic on a narrow two-lane road.

**US 276—Russ Avenue**

Short-term investment

Estimated Cost: \$22+ million *

Context: The Russ Avenue corridor study recommended bicycle lanes from US 23/74 to downtown Waynesville for this commercial corridor. Cross street improvements were not evaluated for bicycle facilities.

Influences:

- Connectivity between Maggie Valley & Waynesville
- Commercial land uses along Russ Avenue
- Local street connections to greenway & parks
- Need for various Complete Streets components identified in corridor study



Length: 5.9 miles

Recommendations: *Short-term*—FBRMPO Long-Range plan identifies 2016-2025 as timeframe for corridor study implementation (\$22 million). *Long-term*—Conduct similar study from US 23/74 to US 276 / US 19—Dellwood Road.



A corridor study for US 276—Russ Avenue identified several improvements, including the addition of bicycle lanes, a completed network of sidewalks, landscaped medians and local street / parking area connectivity.



The Haywood County Bike Plan recommended improvements to the primary corridors through Waynesville. NCDOT is planning for bike lanes along Russ Avenue, which should address some of these concerns, as well as some concerns about intersection safety.

80% of survey respondents in Haywood County support greenways that connect parks to schools.

US 23 Business: S. Main Street—Waynesville

Short-/Long-term investment

Estimated Cost: \$21 million *

Context: Route is under study for section between Ninevah Road and US 23/74 interchange. The corridor consists of neighborhoods and commercial uses from downtown Waynesville to shopping centers at US 23/74.

Influences:

- Downtown Waynesville & Hazelwood
- West Waynesville shopping district
- Connections to recreational routes, Haywood Hub & Blue Ridge Parkway (State Bicycle Route 2)
- Railroad tracks & Allens Creek.



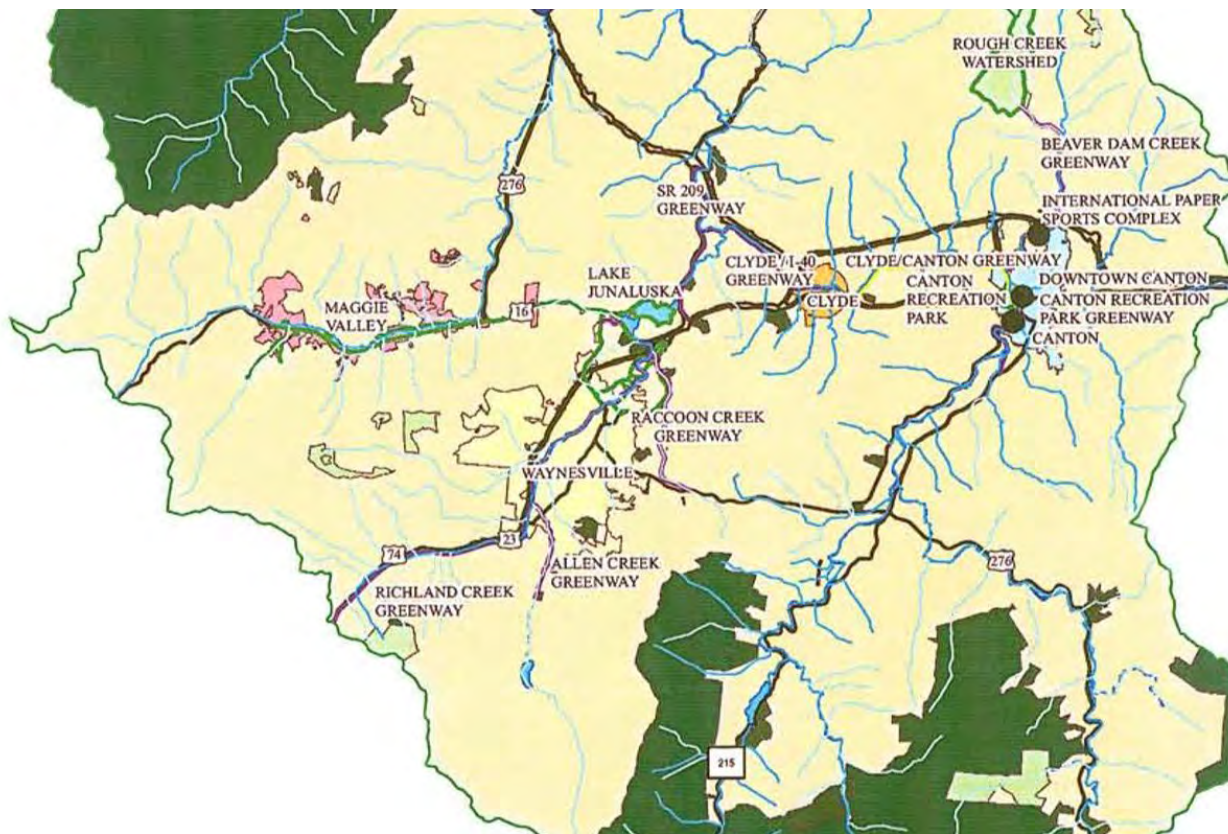
Length: 2.2 miles

Recommendations: *Short-term*—Add Share the Road signs & designate as bicycle route. *Long-term*—Install bicycle lanes consistent with NCDOT Complete Streets cross section for Urban/Suburban Main Street (Urban/Suburban Avenue if 4 lanes).



US 23 Business—S. Main Street is under analysis for potential improvements from Ninevah Road to the US 23/74 interchange, which is a busy street with numerous commercial driveways and turning conflicts.





The Haywood County Parks & Recreation Master Plan highlights several possible locations for future greenways, including Allen Creek, Richland Creek, Raccoon Creek, and SR 209 in Waynesville.

MountainElements: A MountainWise Health Impact Assessment for Western North Carolina

This 2015 eight-county health impact assessment (HIA) is designed to help the region share success stories and evaluate proposed planning and policy actions around the built environment, with recommendations based on the region's context and heritage. The goal of the project is to merge planning with health, focusing on economic growth, job creation, mobility, access to nature, creating healthy conditions for citizens of all ages and abilities, and making sure future generations have a place to grow and prosper.

One of the HIA's seven major themes is that "active transportation can improve physical activity rates . . . [and] making walking, bicycling, and transit use accessible increases physical activity and participation."

Priority recommendations include:

- » Linking recreational opportunities to communities via active transportation networks - connecting parks, rivers, and greenways.
- » Ensuring new development constructs adequate active transportation infrastructure.



- » Collecting baseline count information for pedestrians and bicyclists around key areas for future comparison.
- » Secondary recommendations include:
- » Educating children about active transportation benefits and laws.
- » Ensure NCDOT follows ADA and AASHTO guidelines with all roadway projects.

The continued push toward improving infrastructure for active transportation, like walking trails and bike lanes, will incentivize biking and walking, thereby increasing physical activity rates and the associated health benefits.- Mountain Elements Health Impact Assessment (2015)

GroWNC

This plan highlights the goal of increasing transportation choices and providing for non-motorized transportation as a means to accelerating the economic potential of the region.

- » Support watershed protection efforts that preserve the integrity of the region's critical watersheds (i.e. sustain and enhance water quality) by establishing, restoring, and promoting streamside protection areas.
- » Direct growth to areas where transportation infrastructure exists, preserving key ecological corridors that could accommodate greenways, which serve as recreational and transportation corridors.
- » Identify areas throughout the region for targeted infrastructure investments.
- » Ensure the region remains a premier destination for recreation and tourism.
- » Coordinate with NCDOT and FBRMPO to improve pre-NEPA environmental screening of transportation projects.



GroWNC states that "bicyclists can coexist with other modes on the road, and additional facilities are not always necessary or appropriate. However, adding facilities can improve safety and increase bicycle use throughout the region," and that "the presence of sidewalks is less likely in areas further from downtowns, and rural areas often lack any pedestrian facilities. Even in areas with pedestrian infrastructure, gaps in the network, connectivity and access issues, substandard design, and poor maintenance is often a problem."

Key transportation recommendations include:

- » Improve pedestrian and bicycle connectivity between neighborhoods and community destinations. This was the second-most important outcome of GroWNC overall, an "ingredient critical to achieving a number of other desired outcomes, including many not directly associated with transportation."
- » Use the MPO/RPO process to advance pedestrian and bike priorities and increase funding levels for pedestrian and bike projects in the TIP.

- » Expand pedestrian and bicycle data collection. Assess current gaps, barriers, safety hazards, and usage.
- » Retrofit existing neighborhoods and commercial centers to include safe pedestrian facilities. Include these facilities in new developments as well.
- » Preserve and improve existing pedestrian and bicycle facilities to create safe routes to transit centers, bus stops, schools, and other key community destinations. Identify and eliminate gaps, barriers, and safety hazards.
- » Enhance coordination of ongoing greenway planning and implementation.
- » Improve communications between NCDOT and local communities on greenway and bicycle plans as well as planned road improvements.
- » Identify local funding sources to support bicycle and pedestrian needs.
- » Work with NCDOT on better pedestrian/bicycle integration through implementation of state and local complete street policies.
- » Increase the amount of secure bicycle parking in commercial centers.
- » Include a public health component in local comprehensive, land use, and transportation plans.

Opt-In Regional Vision

The Southwestern Commission, in partnership with the Appalachian Regional Commission and the NCDOT, produced a regional vision for seven WNC counties. Opt-In was predicated on evaluating the regional utility of a major highway corridor and calls for the development of compact downtowns with a variety of transportation choices including biking and walking.

The Opt-In Vision states that “existing roads should be made more pedestrian friendly through the addition of sidewalks, bicycle lanes, crosswalks, good lighting, and other amenities. Traffic calming, tree planting, and landscaping initiatives can also create a safer and more pleasant experience for pedestrians and bicyclists. On-street parking, reduced building setbacks, and sidewalk shops can also improve the pedestrian experience.”

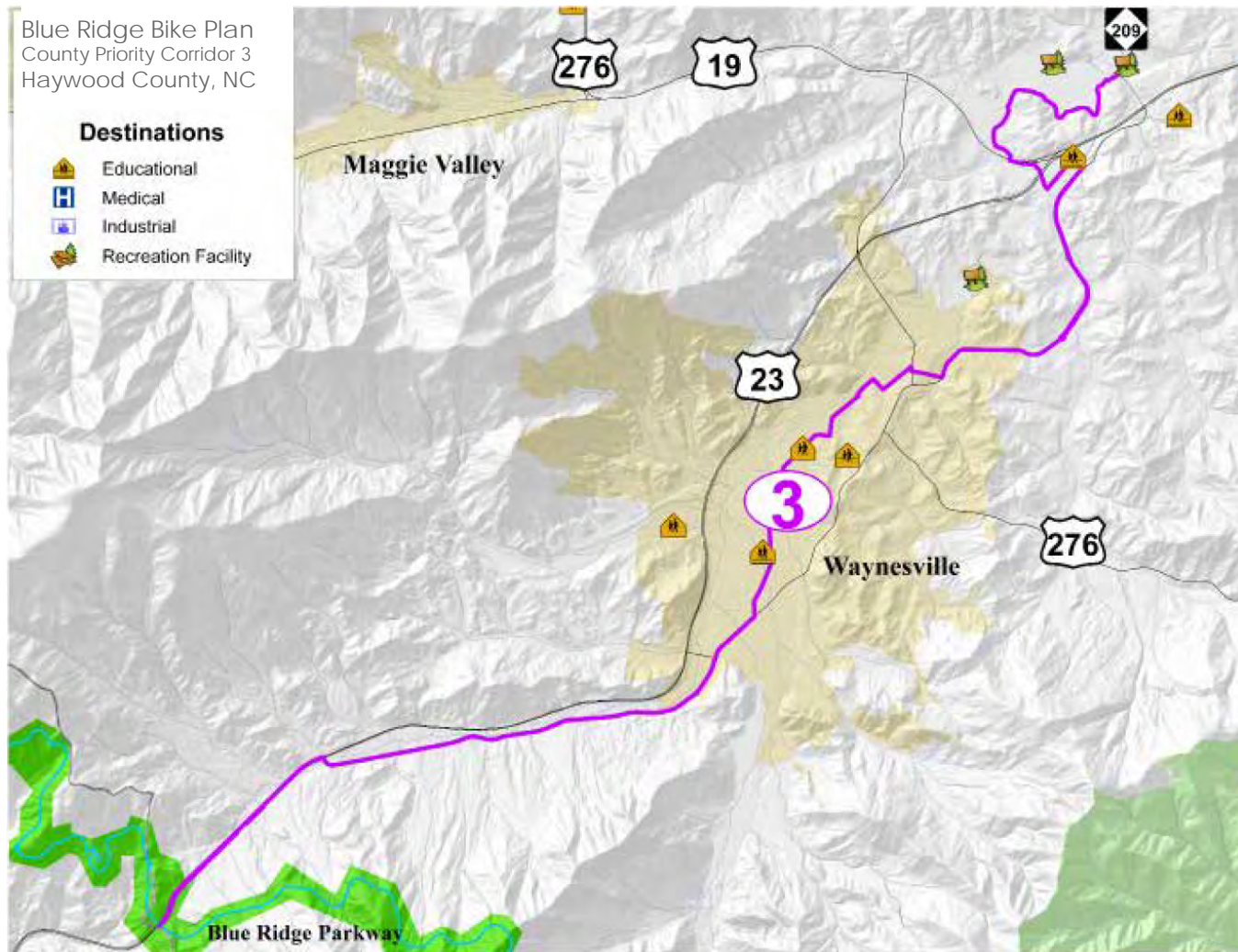
For the region, there exists a strong consensus that it is important to increase walking, biking, and public transportation choices within existing towns. This is seen not only as a quality-of-life issue but also as a way to increase the towns’ vitality and their ability to attract younger talent to the region, thus linking transportation with land use and economic priorities.

The Opt-In Vision also supports incorporating NCDOT Complete Streets Design Guidelines in town transportation plans, ensuring streets enable convenient, comfortable, and safe travel and access by those walking, bicycling, driving automobiles, riding public transportation, or delivering goods.

Ongoing implementation of trails and greenways “should be a priority to position the region as a leader in recreation and wellness.” Towns should prioritize pedestrian and bikeway projects for funding through the French Broad River MPO.

Blue Ridge Bike Plan (2013)

This plan was developed by the Land of Sky Regional Council for a seven-county region and the municipalities within them. This planning effort was developed to address safety, connect



The Blue Ridge Bike Plan identified this corridor as a priority for bicycle improvements, suggesting that a main arterial with adequate bicycle facilities could function to connect residents and the region to their destinations, and catalyze overall functionality of the system.

destinations, address dangerous roads and intersections, and develop recommendations communities can use to improve conditions.

Relevant recommendations included:

- » Develop a 12-mile on-road route that runs through downtown Waynesville and connects the Blue Ridge Parkway to Lake Junaluska
- » Form bike advocacy groups in each county
- » Support bicycle parking through ordinance requirements
- » Organize Bike-to-Work events
- » Develop and implement local greenway plans

Roadways Overview

Many of Waynesville's roads are in good condition and the Town is appropriately connected via a system of state- and Town-maintained streets that navigate the mountainous terrain. Most streets branch out from the primary corridors of US Route 276 and US Route 23 Business, whose crossings form the heart of Waynesville. The Town has some congestion during peak rush hours, but the current system functions well. With recent changes to Howell Mill Road and Asheville Road, NCDOT has demonstrated a commitment to improving these key accessways. NCDOT has also designed roadway improvements for several more streets in Waynesville, including Russ Avenue and South Main Street.

Russ Avenue is a five lane undivided roadway with a continuous two-way left turn lane. It is well-used during business hours, but patterned with multiple driveways, which has a dramatic effect on traffic operations due to the absence of any access control. These driveways serve to increase congestion, lower level of service, and decrease safety.

The improvements slated for Russ Avenue mostly entail access management and new bicycle lanes. The new configuration will be a 4-lane, curb and gutter roadway with turn lanes at key intersections, and a landscaped median along the majority of the road. All new NCDOT construction will incorporate accessible curb ramps and minimum sidewalk widths. The new bike lanes are not buffered or protected, however, which will limit people's perception of safety and discourage most riders from using the facility.

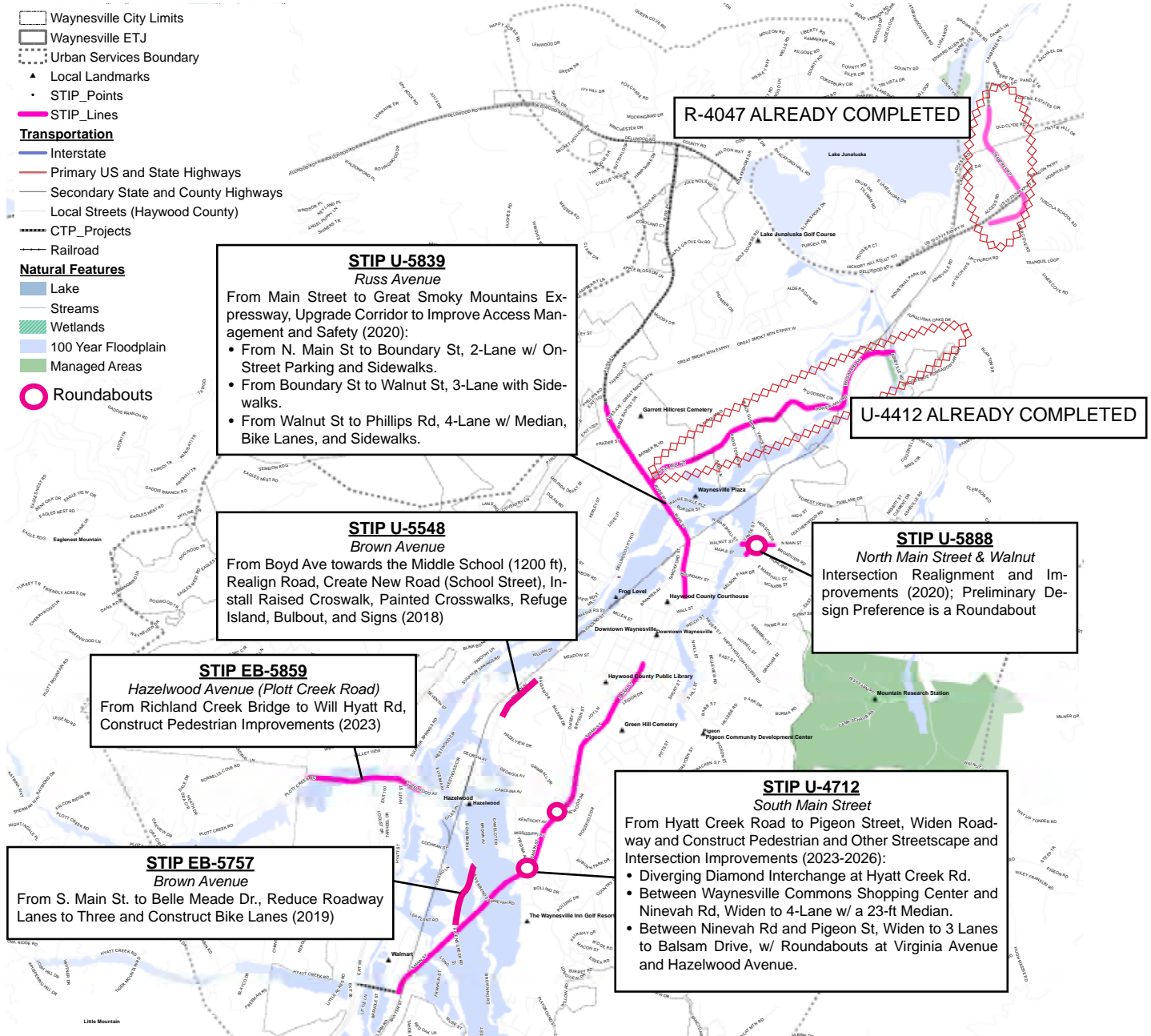
2018-2027 NCDOT State Transportation Improvement Program (STIP).

The North Carolina Department of Transportation's STIP is NCDOT's data-driven, multi-year schedule for its transportation projects. A community's project(s) may be included in the STIP after the community scores projects against NCDOT goals. Projects in the STIP include highway, bridge, public transit, bike, pedestrian, railroad, and other improvements.

The NCDOT projects for Haywood County mostly include bridge replacements, I-40 maintenance, and a few roadway improvements in Waynesville. Russ Avenue and South Main Street, for instance, will see major construction in 2022 and beyond, while Brown Avenue will see a road diet and school safety improvements. Several new roundabouts are planned for both North and South Main Street, and Hazelwood will see pedestrian safety improvements near the elementary school.

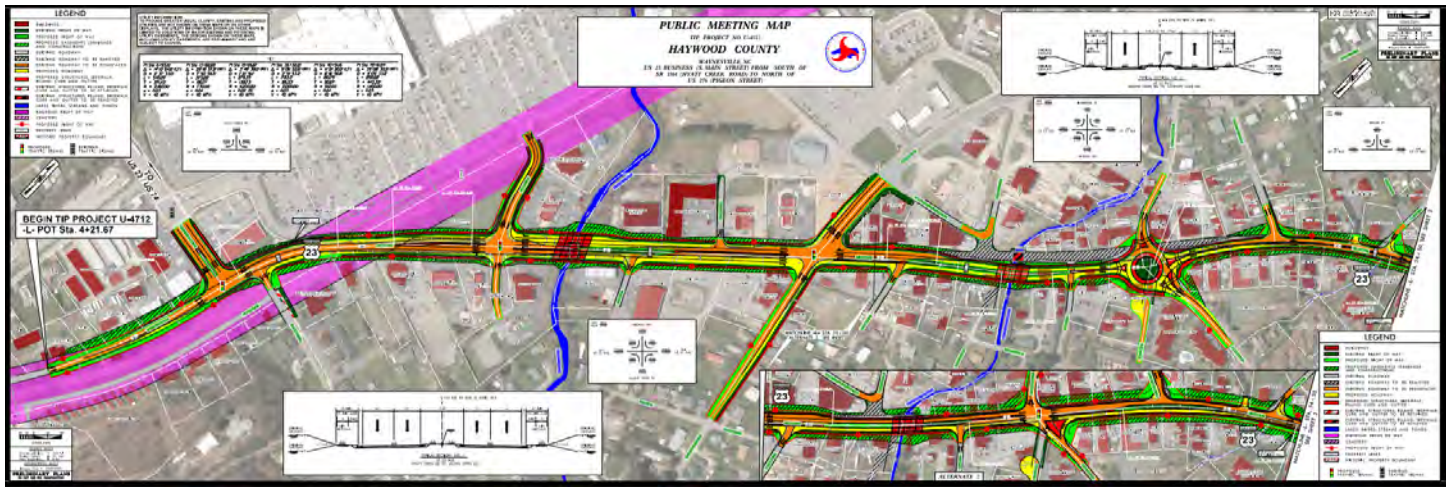
The most effective investments for Waynesville's transportation system are those that link residential areas and employment centers to other attractions, such as schools, parks, cultural and historic sites, downtown, and greenways. These planned STIP projects will affect Waynesville's roadway capacity for a long time.

NCDOT's STIP Projects in the Waynesville Area



	2019	2020	2021	2022	2023
U-5839 (Russ Avenue)		ROW/Utilities		Construction	
U-5548 (Brown Ave Ped)	Construction				
EB-5757 (Brown Ave Bike)			Engineering		Construction
U-4712 (S Main St)		ROW			Construction
U-5888 (N Main St/Walnut)		Construction			
EB-5859 (Hazelwood Ave)			Engineering	ROW	Construction

NCDOT's STIP Project U-4712 (South Main Street Improvements)



sidewalks. South Main Street's viability as a successful commercial corridor should improve with better pedestrian accessibility and resulting infill investments, linking more appropriately to the grid of adjacent neighborhood streets by creating better protected intersections for cars, bikes, and pedestrians to cross. In the past, NCDOT and municipalities have designed streets for efficiency, maximizing vehicular movement, which would often induce speeds that were incompatible with surrounding land use. New methodologies and guiding principles are now dictating that streets are going to have to bring speed down to what is appropriate for their context and enabling safe behavior from all users.

2040 Metropolitan Transportation Plan (MTP) (2015)

The French Broad River MPO is the planning organization in charge of transportation planning in a five-county region that includes the Town of Waynesville. A Metropolitan Transportation Plan (MTP) is a fiscally constrained plan that identifies how the multi-modal transportation will be managed and operated. Oftentimes, projects included in the MTP are pulled from supporting plans like a Pedestrian Plan. Projects are prioritized, and money is programmed for plans such as transit, roadway improvements, greenways, multi-use paths, sidewalks, and other upgrades and amenities.

Projects within the 20-year planning horizon for the Town include:

- » Widening NC 209 around the Lake Junaluska area.
- » Russ Avenue Corridor Improvements.
- » Construction of sidewalk on Russ Avenue.
- » A realignment of Brown Avenue.
- » Road diet and complete streets improvements along Brown Avenue.
- » Pedestrian improvements on Hazelwood Avenue.

APPENDIX D: TRANSPORTATION EXISTING CONDITIONS ANALYSIS

History

This chapter describes Waynesville's current transportation opportunities and challenges with an emphasis on promoting health, wellness, and accessibility.

The Town of Waynesville is expected to continue to grow over the years, inevitably accompanied by more people driving on its roads, more people in search of convenient ways to travel around the town, and more demand for transportation amenities. In order to maintain the quality of life for which Waynesville is recognized while supporting future growth, the Town must plan for future transportation needs.

The railroad helped connect Waynesville to the rest of the region in the early 1900s and created opportunities for agriculture, forestry and tourism. The downtown area, and the nearby Frog Level commercial area, became the center of transportation for the town. As the automotive industry took hold and North Carolina's roadway network expanded, the railroad declined in importance, and development began to expand to new corridors and more distant residential tracts. By 1950, passenger train service to Waynesville was discontinued. Today, Waynesville's proximity to Interstate 40 and the Great Smoky Mountains Expressway is more important than its connection to the railroad, with easy links to Asheville, Knoxville, and even Atlanta; making it a very convenient location for regional travel by automobile.

Context

According to a Federal Highway Association (FHWA) report, in 1969 about half of all students in the U.S. walked or bicycled to school. Today, fewer than 15 percent of all school trips are made by walking or bicycling. Many take a bus, but up to half of all school children go to and from school in a private automobile. The shift of student walking and bicycling trips to auto trips has contributed to many problems that local communities are now struggling to address:

- » Increased traffic congestion, especially around schools;
- » A perceived decrease in pedestrian safety, especially on routes to school;
- » Poor air quality around schools and related health problems for children such as asthma;
- » Childhood obesity and related health problems such as type-2 diabetes.

Various partnerships to improve bicycle and pedestrian safety are underway throughout the region, most notable of which is the Haywood Greenways Coalition, an effort to expand the

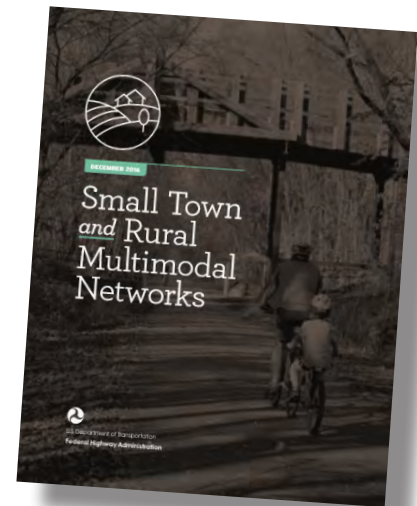
The community's desire for the development of walking trails, as well as the preservation of public open space, was expressed in the survey and at the public workshops. Based on this need for walking trails and greenways, a greenway master plan should be developed and opportunities for greenway development should be sought. Source: Waynesville Systemwide Parks Master Plan (2017)

regional system of trails. Also, most towns in the area are actively evaluating opportunities for smaller, more localized greenway facilities, and bicycle infrastructure is being actively evaluated by NCDOT with all new roadway construction projects. The construction of multimodal transportation infrastructure is a key goal of the Town of Waynesville, and NCDOT continues to adapt to a more determined multimodal approach to the state's transportation system.

In 2016, The FHWA developed the Small Town and Rural Multimodal Networks Report as a resource and idea book intended to help small towns and rural communities support safe, accessible, comfortable, and active travel for people of all ages and abilities. It provides a bridge between existing guidance on bicycle and pedestrian design and rural practice, encourages innovation in the development of safe and appealing networks for walking and bicycling in small towns and rural areas, and shows case studies and visual examples of appropriate facilities.

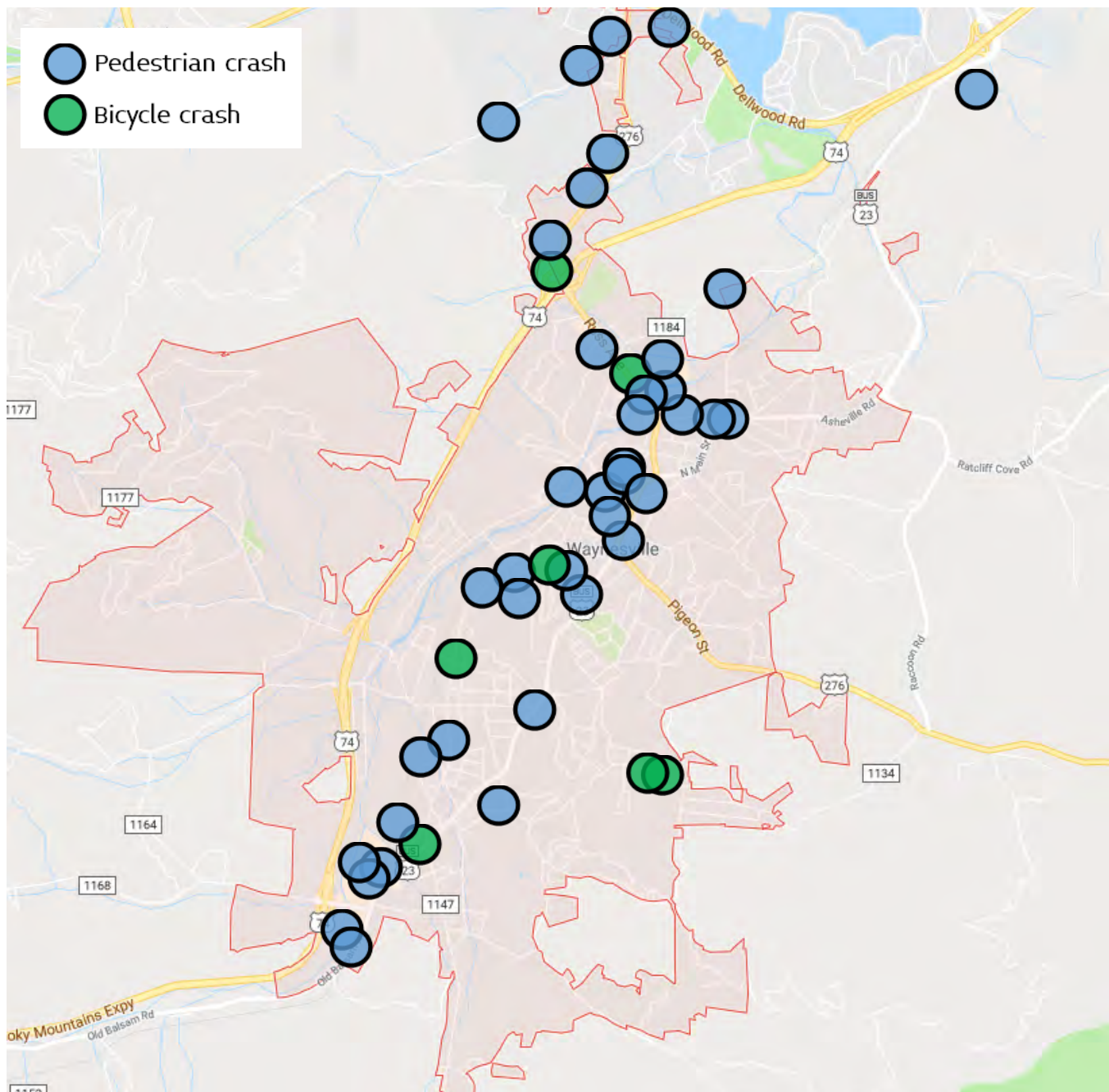
A few thoughtful additions can significantly expand the number of residential areas with access and can connect directly to more commercial corridors. Having access points throughout various neighborhoods and onto main thoroughfares will incentivize people to bike and walk to their destination. By building greenways, bike lanes, and sidewalks, communities make it easier for people to incorporate active living into their everyday life. There are many approaches and solutions to the health crises in our communities, but a primary goal is to make it easy to be physically active - people shouldn't have to get in a car and drive someplace for exercise. Cities and towns should help make it easy for their residents, by encouraging the right type of development and investing in equitable infrastructure. If people are able to simply walk out their front door and take their family on a neighborhood adventure outing, possibly to a small community park to play and visit with other neighbors, they will do so frequently. But if destinations are not well-connected to the people they serve and if driving is the only feasible mode of travel, achieving regular daily exercise becomes much more difficult.

A 2013 study in Canada found that for every dollar spent constructing a multi-use trail, at least \$2 are avoided in health care costs. Similarly, walkable and bikeable communities have become more valuable and stimulate economies through increased property values, job creation, local spending, and tourist spending. Transportation infrastructure improvements can thus have an impact on our physical, social, occupational, and environmental health.



Waynesville's downtown features several alleyways that easily connect Main Street to Wall Street, linking pedestrians to nearby additional parking.

NCDOT Waynesville Area Bicycle & Pedestrian Crash Map (2007-2015)



There are no clear patterns in the crash data for Waynesville's bicyclists and pedestrians. Planned improvements to South Main Street and Russ Avenue should alleviate the worst constraints by including new sidewalks and bike lanes. This map indicates that safety is less of an issue in residential neighborhoods, away from the core transportation and business corridors. Access management is helpful for improving pedestrian safety (because cars turn at intersections instead of across the sidewalk). Waynesville should continue to monitor vehicular crashes of all types and make assessments about which roadways are dangerous and what can be done to slow speeds and reduce the number of crashes overall.

There are local streets throughout the city with low traffic volumes and low travel speeds; these networks are foundational to a bicycling system and popular with recreational riders. Additionally, the practice of constructing wider (10'-12') greenways and multi-use paths is effective for suburban areas where bicycle traffic is not heavy; these paths are appropriate for both pedestrians and bicyclists, providing safe and comfortable infrastructure for users where striping and painting on-road bicycle facilities may not be feasible. However, many of the higher traffic volume streets are not designed to safely accommodate bicyclists, and a number of parks and neighborhoods are not adequately connected by infrastructure to safely accommodate pedestrians or bicyclists; these conditions present opportunities to improve Waynesville's quality of life and safe streetscape.

Waynesville's older commercial areas and neighborhoods are designed with a grid pattern and are well-suited for walking and bicycling. Newer developments, however, have followed a branching pattern up the steep hillsides, which poses more of a problem for bicycle and pedestrian access because many of these communities are only accessible from one key roadway - navigating the residential streets is sometimes hard to do because the winding streets feature many dead ends and rarely connect to one another in a straightforward or intuitive way. Even if a destination is nearby, the distance to reach it by bike or on foot is often prohibitive. Such conditions can be improved by constructing greenways, and by creating off-road connections between cul-de-sacs and nearby streets.



ADA Compliance Includes:

- » Accessible curb ramps with detectable warnings;
- » Smooth transitions;
- » Running slopes of under 8.3%, or a 1:12 gradient;
- » The "WALK" signals allow time for a safe crossing and are at a height of 42 inches.

ROADWAYS

Many of Waynesville's roads are in good condition and the Town is appropriately connected via a system of state- and Town-maintained streets that navigate the mountainous terrain. Most streets branch out from the primary corridors of US Route 276 and US Route 23 Business, whose crossings form the heart of Waynesville. The Town has some congestion during peak rush hours, but the current system functions well. With recent changes to Howell Mill Road and Asheville Road, NCDOT has demonstrated a commitment to improving these key accessways. NCDOT has also designed roadway improvements for several more streets in Waynesville, including Russ Avenue and South Main Street. A summary of the Corridor studies for these streets is in Chapter 2.

As more communities seek better balance between cars and people, context-based street design has gained prominence among transportation engineers, planners, public





New roundabouts on both ends of Main Street are planned through NCDOT's STIP. Waynesville can coordinate to include public art and gateway elements.

officials, and citizens. Indeed, NCDOT has redirected funding and prioritization to linking best practices in planning and engineering to follow its own Complete Streets and Vision Zero policies. In walkable neighborhoods and town centers, streets are public spaces that serve multiple social and economic functions, which contribute to the beauty and character of a community. Such thoroughfares should include main streets, boulevards, avenues, and local streets designed for slower traffic speeds.

When the Town of Waynesville modifies an existing street, it is valuable to understand what the community wants the surrounding to become and then design the street so that it enhances that vision and serves as a catalyst. Distinct and historic neighborhoods are sometimes destroyed when a roadway's vehicular speeds and the support for regional through traffic are too high. Waynesville's roadway plans must take into consideration many things—including placemaking, whether people will walk or bicycle, the target speed, topography and right-of-way constraints, shade and landscaping, and stormwater drainage—before we even think about redesigning a street. Waynesville can take an active approach to street design, where future roadway cross-sections are matched to the context and what people want the place to be.

Metrics and the data behind them can influence additional project spending. Identifying how many people are using the greenway system and counting cars at particularly busy intersections can help justify capital improvement funding and help the Town quantify its investments in infrastructure. Performance measures allow public agencies to align their decisions at each phase of project development and delivery with established community goals. Performance measures, generally, can be interpreted to mean the data inputs used when:

- » Undertaking long-range planning efforts
- » Selecting projects to fund

- » Performing an alternatives analysis—an evaluation of all reasonable options for a transportation project
- » Considering specific elements when finalizing a project's design
- » Evaluating the outcomes of a built project—the focus of this document
- » Displaying the current state of a system, as with a dashboard

Conventional transportation measures focused on automobile movement and have resulted in projects that expand roadway capacity and speed at the expense of safety.

GREENWAYS

Public input from this plan's various meetings and feedback from surveys and previous plans have shown that Waynesville residents want greenways. It's important that the town continue to pursue funding for these systems, as they meet many needs: recreational, health, transportation, environmental, aesthetic, and even economic. A new greenway can simultaneously increase a community's physical activity, improve water quality in streams, shorten commute times, and boost real estate value and business investment. The Town has already demonstrated a commitment to adding miles to the greenway network, with plans in place for a continuation of the Richland Creek Greenway that will ultimately traverse the entire length Waynesville.

Design principles for shared use pathways and sidepaths take both pedestrian and bicyclists' needs into account. Bicyclists need more space for two-way operation, especially when pedestrians also use the facility; this is why these paths are wider than standard sidewalks. A pathway that accommodates both types of users should be 10-feet wide at minimum; (8-feet is allowed in short, constrained sections) but 12-foot or 14-foot wide pathways are preferred in high volume areas or near parks and schools.

The Haywood County Comprehensive System-wide Parks and Recreation Master Plan was completed in March 2007. The plan noted the need for additional greenways, linear parks, and bike facilities throughout the County - survey respondents listed greenway trails as the second-most desired facility after neighborhood parks. 80.8% either strongly agreed or agreed that they would be in favor of greenway development to interconnect parks with school facilities.

It also recommends planning a network of bike trails, bike lanes and shared roadways to enhance connectivity, provide a viable alternative means of transportation, and promote recreational opportunities. The plan states that "any future roadway construction



Richland Creek Greenway

project in the county should include provisions to accommodate pedestrian and bicycle travel . . . bike racks (sheltered ones at schools and other high potential use areas) should be installed at all publicly owned facilities across the county."

Importantly, survey respondents indicated a willingness to support increasing financial investment in parks and recreation facilities - about 60% support. Respondents stated that the county should consider grant money, participation fees, and bonds. Additionally, the plan recommends partnerships with private sector organizations and businesses to secure donations, joint-use agreements, access through private lands, and funding. Generally, "commitment of funding for maintenance of new facilities should be a priority."

Both the Blue Ridge Bike Plan (2016) and Canton's Bicycle & Pedestrian Plan (2018) reflect a vision for a continuous greenway system that would link Waynesville to Canton by traversing Richland Creek, Lake Junaluska, and the Pigeon River. This vision, if implemented, could bolster new tourism and economic development activity, while improving the transportation and recreation options of residents throughout Haywood County. Meanwhile, the Haywood Greenways Coalition is re-energized with a plan to develop the Hellbender Trail, which would link Waynesville all the way to Asheville and beyond. Coupled with the Fonta Flora Trail (which will link McDowell County communities), someone from Waynesville could ride a bike safely and comfortably along a paved trail all the way to Morganton! It's important for the Town to demonstrate support for these initiatives and plan ahead by creating a viable greenway system within its limits; Waynesville can become a leader and inspire other small towns throughout the region to follow.



This proposed greenway would loosely follow Raccoon Creek from Howell Mill Road, along Asheville Road, Ratcliff Cove Road, and Raccoon Road all the way to Pigeon Road. Sidewalks should also be completed on Pigeon Road to connect this greenway to downtown Waynesville.

The Town of Waynesville's 2017 Systemwide Park Master Plan provides guidance on selecting primary corridors for greenway trails, which include a focus on Richland Creek and Raccoon Creek. That plan also emphasizes the need for greenways to link existing and planned park facilities, forming a continuous recreational system that is accessible by all.

Economic Impacts of Greenways

Greenways have been demonstrated to attract new business, increase tourism, enhance property values, and help promote a strong local economy. Many studies show increased property value and faster home sales near greenways. For example, homes near greenways were estimated to increase approximately 5% in value due to proximity to the trail.

A study of Greenville County's Swamp Rabbit Trail shows that the trail has generated approximately \$6.7 million for area businesses in 2013 - an excellent example of the positive influence greenways can have on a community's economy. Travelers Rest, SC, attracted more than half a million walkers, joggers and bicyclists in one year. Additionally, the number of businesses in their three-block business district increased from four to 60 after the trail was constructed.

Based on local tourism expenditure data and visitor profiles for Western NC, Bikes in Beds (Haywood County TDA and Southwestern Commission's report on bicycle tourism in the region) estimated that bicycle tourism accounts for roughly 2% of total trips to Rutherford County and generates more than \$3 million in annual expenditures by visitors. The report lists these bicycle tourism numbers for the region:

- » \$14 million estimated total impact of bicycle tourism in Western North Carolina.
- » \$150,000 to \$170,000 estimated visitor spending per year from the Blue Ridge Breakaway.
- » \$500,000 estimated economic impact of the 2014 Lake Logan Multisport Festival.
- » 91.5 million Americans went biking in 2013.
- » 33 percent of cycling tourists staying overnight.
- » \$76 spent per day of overnight stay and \$50 per day trip.
- » 2.8 people in the average group of cyclists.

Nearby Asheville, NC, was able to provide incentives for a large California brewery to build their eastern factory, distribution center, and taproom in the city. The brewery chose its location partly because it was adjacent to the French Broad River and an anticipated greenway connector. In exchange for NCDOT Complete Streets improvements and city concessions, the company designed and built the greenway segment during facility construction. Now, trail users can easily walk right up to the taproom after exercising and the city has valuable new tax revenue.

For information about NCDOT's goal of maximizing economic competitiveness, return on investment, and employment opportunities by creating walkable and bikeable communities, visit: <http://www.walkbikenc.com/pillars-of-plan/economy>

BICYCLES

Bicycle Lanes

A bicycle lane is defined by AASHTO as a “portion of roadway that has been designated for preferential or exclusive use by bicyclists by pavement markings and signs. It is intended for one-way travel, usually in the same direction as the adjacent traffic lane.” The bicycle lane is the most common application for dedicated bicycling facilities and typically ranges in width from four feet to six feet, adjacent to a motor vehicle lane. This width does not include the width of the gutter pan as it is not usable space for a bicyclist.

Four foot wide lanes are only appropriate on low-speed streets where there is not as much discrepancy in the speed of the bicyclist versus the speed of the motorist. On higher speed facilities, the width should be greater (5 feet on 35 mph to 45 mph streets; 6 feet on streets with speed limits greater than 45 mph).

Currently, Waynesville does not have any bike lanes, but NCDOT is planning for some along a portion



MUTCD's R4-11 sign is preferable to "Share the Road" signs because it states that bicyclists have legal precedent for using the entire travel lane.

FHWA's Bicycle Protection Hierarchy

LEAST PROTECTION



Signed Routes (No Pavement Markings)

A roadway designated as a preferred route for bicycles, usually with a wide paved shoulder.



Shared Lane Markings

A shared roadway with pavement markings ("sharrows") providing wayfinding guidance to bicyclists and alerting drivers that bicyclists are likely to be operating in mixed traffic.



On-Street Bike Lanes

An on-road bicycle facility designated by striping, signing, and pavement markings.



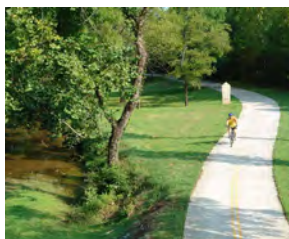
On-Street Buffered Bike Lanes

Bike lanes with a painted buffer increase lateral separation between bicyclists and motor vehicles.



Separated Bike Lanes

An exclusive facility for bicyclists that is located within or directly adjacent to the roadway and physically separated from motor vehicle traffic with a vertical element.



Off Street Trails / Sidepaths

Bicycle facilities physically separated from traffic, but intended for shared use by a variety of groups, including pedestrians, bicyclists, and joggers.

MOST PROTECTION

of Brown Avenue, reallocating pavement width by means of a “road diet”.

Shared Lane Markings (“Sharrows”)

The use of shared lane markings has become more popular on streets where adding a bicycle lane or shoulder is not feasible or planned. A shared lane marking is defined by AASHTO as a “pavement marking symbol that indicates an appropriate bicycle positioning in a shared lane, which is a lane of traveled way that is open to both bicycle and motor vehicle travel.”

Shared lane markings send other messages to bicyclists and motorists: 1) That a bicycle has a right to use the lane and the lane should be shared; 2) Positions a bicyclist in a travel lane with on-street parking in a location where they can avoid opening car doors; and 3) Positions a bicyclist in a travel lane without on-street parking in a location where they are not squeezed out or riding along the right edge of pavement.

Special care should be taken when marking a shared lane. MUTCD recommends a 10-foot or 11-foot distance from the center of the marking to the curb face when on-street parking is present. However, local conditions may vary and necessitate placing the marking further out into the travel lane or in the middle of the travel lane.



A bright, highly visible pedestrian crossing can make a big difference in establishing a safe, connected sidewalk network.

PEDESTRIANS

Pedestrian Accessibility

Connectivity is essential if non-motorized transportation is to be a viable and desirable option. Town streets should be designed to provide connectivity that meets all travel needs, especially people walking - after all, everyone is a pedestrian at some point in their day.

Sidewalks in Waynesville are prevalent in most areas of town, and currently provide a suitable level of accessibility and connectivity. The major thoroughfares all have pedestrian accommodations, and most outlying streets and residential neighborhoods are safe enough to not need sidewalks on all occasions. Many lower-occupancy streets are also low speed (20mph) and have sidewalks on at least one side.

With Waynesville’s topography, narrow roads are common, and it is acceptable to only have sidewalks on one side outside of the major corridors. Many residential neighborhoods do not have sidewalks, but the curves and hills create a low enough design speed that walking on the pavement is not uncomfortable or unsafe.

Some areas in need of sidewalk infrastructure include the entire length of Hyatt Creek Road. A sidewalk here would enable residents to safely walk into town for work and to reach the commercial sector of South Main Street. Connecting to another sidewalk along Old Balsam



According to a report by Active Living Research for SRTS, of the recommended 60 minutes of daily activity, on average 16 minutes (25%) can be achieved simply by walking or biking to school.

Road would provide a complete pedestrian loop for this part of town, improving safety dramatically and positively affecting the health of users. It is unlikely that a multi-use path along Old Balsam Road would be feasible due to right-of-way and topographical constraints, but this is a priority corridor for sidewalk improvements. Sidewalks are only needed on one side of each of these roads.

Creating a walkable Waynesville means much more than providing sidewalks and trails. Walkable communities take into consideration the following attributes in order to encourage walking as a preferable mode of transportation:

Convenience: The walk must be direct and convenient. Having to move around barriers or go out of the way will discourage walking.

Aesthetics: The environment should be attractive and interesting – highlighting community assets, great architecture, nature, public art, etc.

Activity: In addition to being attractive, pedestrian routes should be activated by adjacent uses. Walking one block past surface parking or blank walls feels much longer than walking one block fronted by restaurants, storefront windows, and outdoor dining.

Safety: One must feel safe walking in Waynesville - safe from traffic and safe from criminal activity. Walking when there are “eyes on the street” from adjacent uses provides a greater sense of security than walking along empty streets or along streets with poor visibility. Open sight lines and buffers from the roadway are critical.

Comfort: The walk needs to be comfortable. Access to shade when it is hot and sunshine when it is cool.

Pedestrian Access Routes

Downtown street activity should continue to be encouraged, as both the display of merchandise and outdoor dining contribute to a business district’s vibrancy and visual attractiveness. These types of activities engage the pedestrian and invite people to linger, wander, and enjoy Main Street. At least five feet of sidewalk should be maintained unobstructed by permanent or temporary obstacles and protruding objects such as benches, bike racks, fire hydrants, planters, and utilities. The brick sidewalks, street trees, and wooden benches along Main Street all contribute to the comfort of people walking downtown. Waynesville should continue to invest in these amenities and strive to replicate that feeling

along all commercial corridors, especially areas of higher density.

Alternative Pedestrian Facilities

Given budget limitations, the Town of Waynesville may find opportunities to explore other options for pedestrian facilities in a manner that addresses required technical elements of design but is cost-effective. The common design manuals often demonstrate the ideal standard, but this is not always possible given an area's context. Improvements can sometimes be constructed at 1/10th the cost of traditional curb, gutter and sidewalk designs, which is why it is important to consider these options before embarking on more costly improvements. Alternative facilities, such as painted pedestrian lanes or simple markings are suitable for low speed, low volume streets where motorists and pedestrians are already sharing the road space. An example in Waynesville is the striped pedestrian path on Wall Street, which provides an acceptable level of comfort for anyone walking, but there is no grade separation or buffer. Alternatives such as shoulders converted into labeled multi-use trails could be an interim measure before full-scale sidewalk construction or a link between greenways alongside a street. Gravel sidewalks and pathways without curbs can provide a minimum amount of safety for pedestrian travel without requiring extensive design work or implementation costs.

TRANSIT

Passenger rail service is not available in Western North Carolina, though recent NCDOT studies have indicated a long-term goal of linking major municipalities along an east-west corridor, with ultimate intended connectivity throughout the state. The only rail lines operating in the Town of Waynesville are Norfolk Southern lines, which are used for freight between industrial destinations. There are currently active spurs off Howell Mill Road and in Hazelwood. There are no more than one or two trains a day, a few days a week. If ever this line is decommissioned, it could provide an ideal greenway route, linking Waynesville to Asheville, Sylva, Canton, Clyde, Bryson City, and beyond for recreational bicycle riding. Indeed, the scenic river corridors and relatively level terrain would make for a trail comparable to the Virginia Creeper, which has helped spur economic development along its length and at its termini. In addition, many commuters could use the trail to get from town to town for work (with the line passing directly through the heart of these communities, with easy access to employment centers). Walkers and joggers would also make use of a trail through town, as it would connect all sectors in Waynesville. Another alternative is to explore the idea of a rail-with-trail, which adds a paved multi-use trail alongside the rail line and within the existing easement. This option is far more expensive, requiring new bridges and clearing a new pathway altogether.

Recently, Haywood County Transit has initiated plans for fixed-route bus service between towns and their commercial sectors. Mountain Projects is assessing the feasibility of two proposed routes - one through Waynesville and one through Canton and Clyde, linking up in the middle at a transfer hub in Clyde, providing cross-county transportation. Each route will have one bus making a continuous loop that's about an hour long, with a fare of \$1 a trip. Municipal staff, elected officials, and business representatives are providing input on this exciting new service, which will ultimately connect Waynesville residents to large employers, public services, and business districts within Haywood County.

Effective transit systems are vital for communities and their regional connections. By exploring creative and innovative solutions to mobility through public transportation, Waynesville can

promote economic competitiveness, environmental sustainability, and improve the quality of life. This can involve broad and collaborative engagement with transit users, transportation providers, public and private industry associations, nonprofit organizations, private organizations, and federal partners.

Waynesville can position itself as a Town that welcomes public transportation expansion by planning for accommodating infrastructure. Such planning can promote the availability of transportation options such as transit bus service, express bus routes, and light rail for Waynesville residents and can guide roadway development towards improved accessibility for all users and establishing a standard of accessibility and service. Increased and publicized demand for public transportation services can support such expansion in Waynesville.

BIKESHARE & E-SCOOTERS

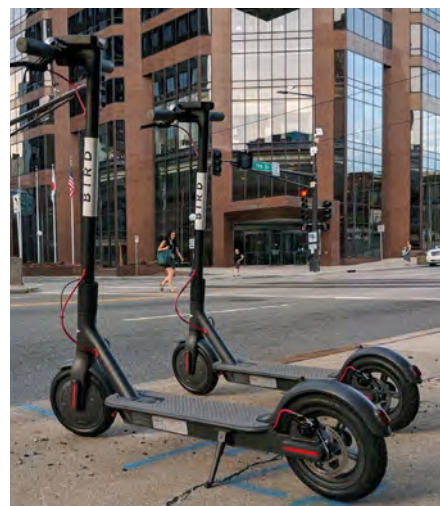
Waynesville is not ideally suited for any type of bike- or scooter-sharing system, but may want to consider exploring options for new regulations and establishing a framework for permitting. Electric-assisted bicycles and scooters may help address local topographic barriers to regular biking in Haywood County, while capitalizing on recent trends and making the service accessible to a wider variety of potential users, especially if bus service expands in Haywood County. The following are some of the core elements that may frame a bike share pilot permit, if Waynesville ever decides to test an electric bike or scooter system.

Limit the system to a modest fleet size of about 20-60 bicycles at launch. Starting small will help operators and the Town manage any issues that may arise and prevent them from becoming major problems. This fleet limit should be divided equally among all permitted operators and distributed in defined geographic areas.

Service should be allowed throughout Waynesville, but target bicycle distribution to activity centers and transit connections. Operators should be required to regularly rebalance a majority of their bikes to activity centers, helping ensure reliable service in Waynesville's densest and most vibrant neighborhoods and minimizing the scattering of isolated bicycles throughout residential areas. Well-stocked hubs contribute to both service reliability and orderliness. Designated preferred parking areas (painted areas or bike racks) can be installed to help keep walkways clear.

Waynesville must make sure to only use a pilot program with bikes or scooters that are GPS-enabled and trackable in real-time. Accurate location data is critical to assessing operator compliance with parking and rebalancing requirements, while the data collected from trips taken by users can also help the Town better understand where people ride and how best to invest in new or improved infrastructure. Indeed, a pilot program may provide enough user data to plan for future bike lanes and greenways.

System growth should be based primarily on operator compliance with permit requirements. Operators will be allowed to grow their fleets over time if they demonstrate they can abide by the Town's requirements.



Town of Waynesville funds should not be spent to own or operate bike- or scooter-share. Operator fees will help the Town recover costs associated with permit review, administrative oversight, bike/scooter hub installation, and data collection and analysis

Having scooters and bicycles used throughout Waynesville could help change the perception that roads are only for cars, particularly on low volume, low speed facilities (one of the Town's objectives in the 2010 Pedestrian Plan).

PARKING

Street Parking

Waynesville has designated on-street parking spaces along Main Street, Hazelwood Avenue, Virginia Avenue, Academy Street, Wall Street, Commerce Street, Miller Street, Montgomery Street, Depot Street, and several others, with parking allowed on most residential streets as well. However, there are no metered spaces at all within the town limits; the most in-demand spaces downtown have 3-hour limits between 8am-6pm (except Sundays), but there are currently no paid parking meters in town. Waynesville's on-street parking downtown is often full or near capacity, heightening the perception that there are not enough parking spaces. However, there are options to park a block away from Main Street and numerous business parking lots without restrictions. It is important for Waynesville to assess which it deems less desirable: public backlash against having to pay for parking, or negative perceptions of a lack of parking.

Waynesville could consider charging for curb parking so there are always one or two open spaces on every block, spending the resulting revenue to pay for added public services along the metered blocks so that stakeholders benefit. Some towns use parking meter revenue to provide free wi-fi on the street, pressure wash the sidewalks, plant new street trees, and remove graffiti every night. Investing the money back into the metered street creates the political will to charge the right price for on-street parking.

Waynesville could also pursue removing off-street parking requirements, which can have a big effect, even in the short run, because it allows for the adaptive re-use of older buildings and more infill development.

Parking Lots

Waynesville has several free surface parking areas and a large parking garage on Branner Avenue, which is also free. That garage and the primary public lot on Wall Street have a walkway and alleys to connect pedestrians directly to Main Street.



During any given weekday, Waynesville's downtown parking is usually at optimal capacity (high demand, but with at least 10% available). This demonstrates the commercial viability of Main Street and indicates that as development continues, the Town may need to consider priced parking or additional lots near commercial corridors.

Pedestrian circulation through parking lots is an essential element of walkability and can make the difference between a resident walking to a store or getting into a car for a short trip. Zoning should include requirements for pedestrian-friendly circulation to and from the front doors of places of business, and development review should include an assessment of pedestrian access and safety through vehicular areas in private developments, including attention to the standards for curb ramps, crosswalks, and driveways. Waynesville's zoning ordinance should be as specific as possible regarding pedestrian facility requirements for new construction and redevelopment. Developers should be told up front about expectations for pedestrian facilities that not only meet minimum requirements but enhance the pedestrian experience. Requirements may vary by zoning district, size of development, and functional classification and design features of the road the development abuts.

Bicycle Parking

Waynesville has installed bike racks throughout the town, but should consider a more systematic approach to adding more. There is an opportunity to rely on public demand and business support to influence placement locations and prioritization.



Source: Cyclesafe

AUTONOMOUS VEHICLES

While the private automobile yielded a 20th century dominated by suburban expansion, prevalent autonomous vehicle (AV) technology has the potential to support and promote denser, more urban development for the foreseeable future. AVs also have the potential to improve the safety and efficiency of transportation systems, reduce vehicle emissions, and improve the mobility of transportation-disadvantaged populations. However, AVs may also reinforce urban sprawl by reducing the monetary and perceived costs of travel. Proactive steps will be required for planners and policy makers to capitalize on the opportunities while mitigating the challenges.



AVs will also affect the built environment in a number of ways, including new right-of-way designs, changes to access management practices, reconsideration of signage and signalization, new models for pedestrian and bicycle networks, and reductions in demand and changes to the location of parking. A sustainable AV future can be made possible through thoughtful visioning, quality planning, and smart investment. This transformative technology can change our community for the better. The Town of Waynesville should continually monitor advances in the technology and explore the need for new policies and plans.

Indeed, Waynesville may need to rethink its streetscape overall, with reallocations of right-of-way for alternative modes, recognizing that AVs offer an opportunity to “right-size” roads at the human scale. Building upon the complete streets movement, AVs offer the potential for road diets that reallocate space previously used for automobiles back to human-powered and active travel modes. Waynesville has already demonstrated support for multimodal transportation, and may soon begin to experiment with new roadway typologies that provide prioritized accommodation to these modes. Right-of-way reallocation also holds the potential to provide new space for green infrastructure (public parks, landscaping, and stormwater management), public gathering places, and other features that can help achieve various community goals. Waynesville can also seek opportunities to pilot transit-specific applications of AV technology, with fully autonomous transit routes on public roads across the country.

These efforts showcase the power of AV technology to provide transit services that provide accessibility to underserved portions of communities.

<https://www.transportation.gov/sites/dot.gov/files/docs/policy-initiatives/automated-vehicles/320711/preparing-future-transportation-automated-vehicle-30.pdf>

RESOURCES & REFERENCES:

https://www.researchgate.net/publication/285579311_An_Assessment_of_Tax_Revenues_Generated_by_Homes_Proximate_to_a_Greenway_The_Context

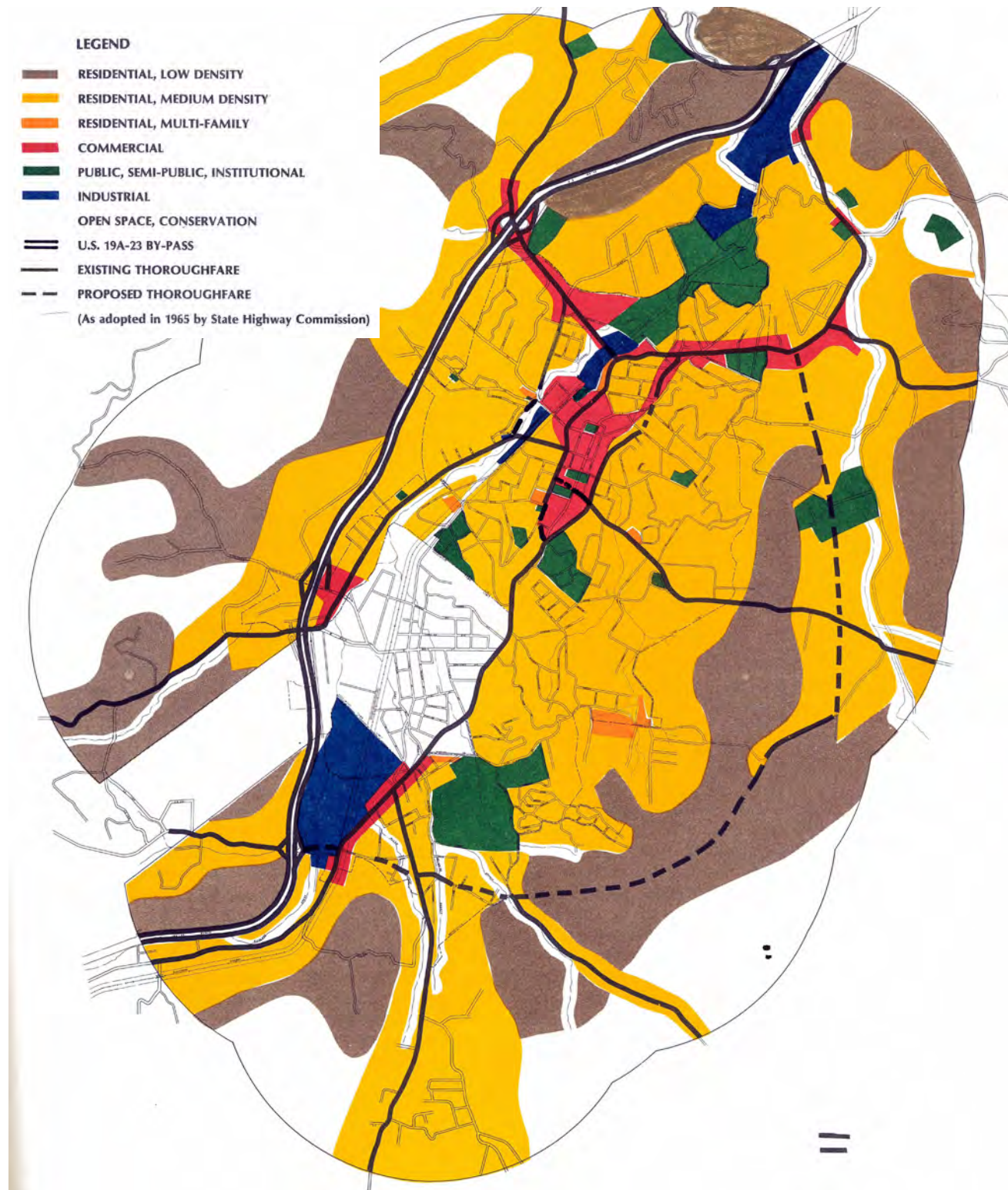
<http://www.documentcloud.org/documents/404182-srt-20impact-20study-20year-201.html>



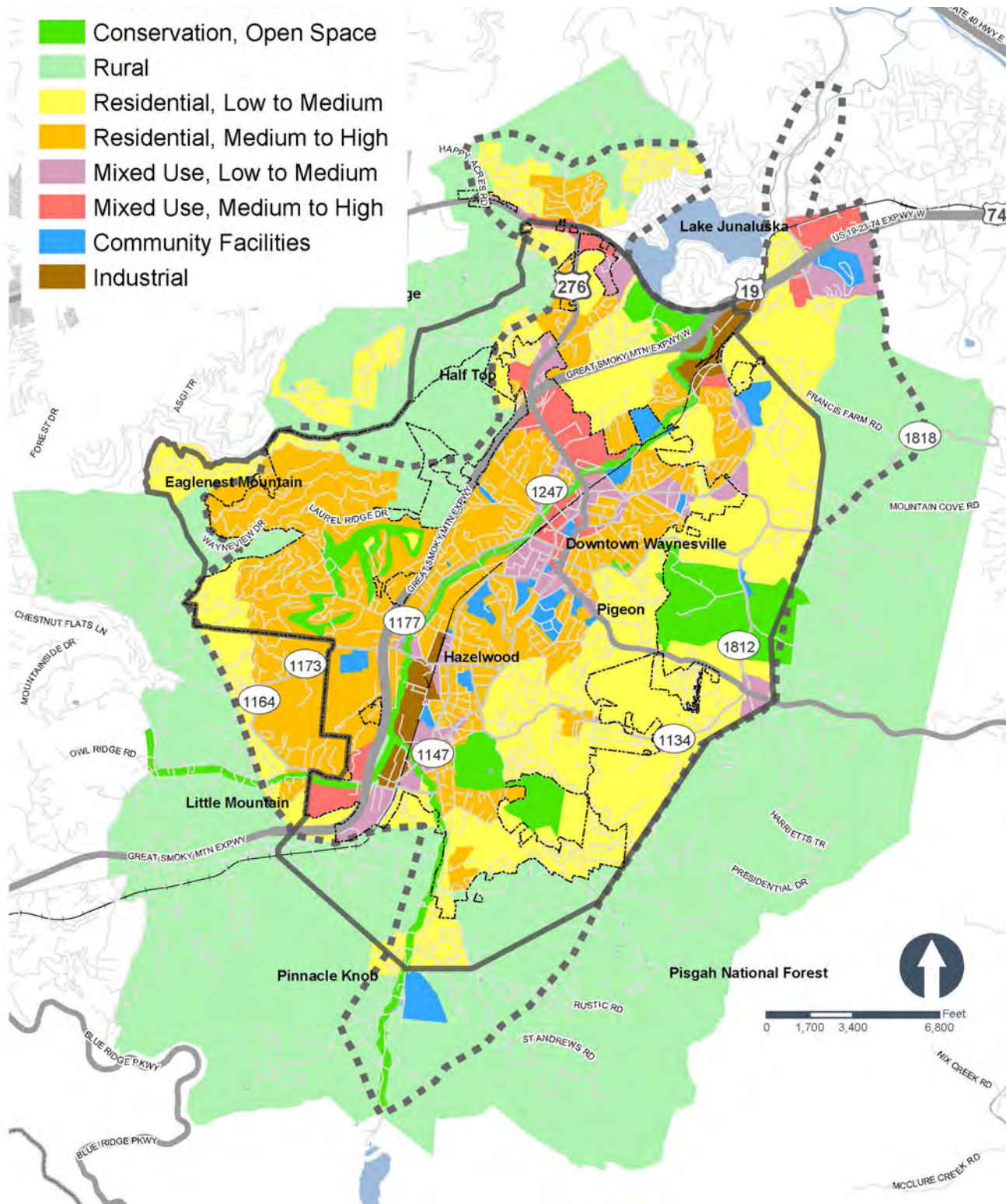
Page Intentionally Left Blank

APPENDIX E: MAPS

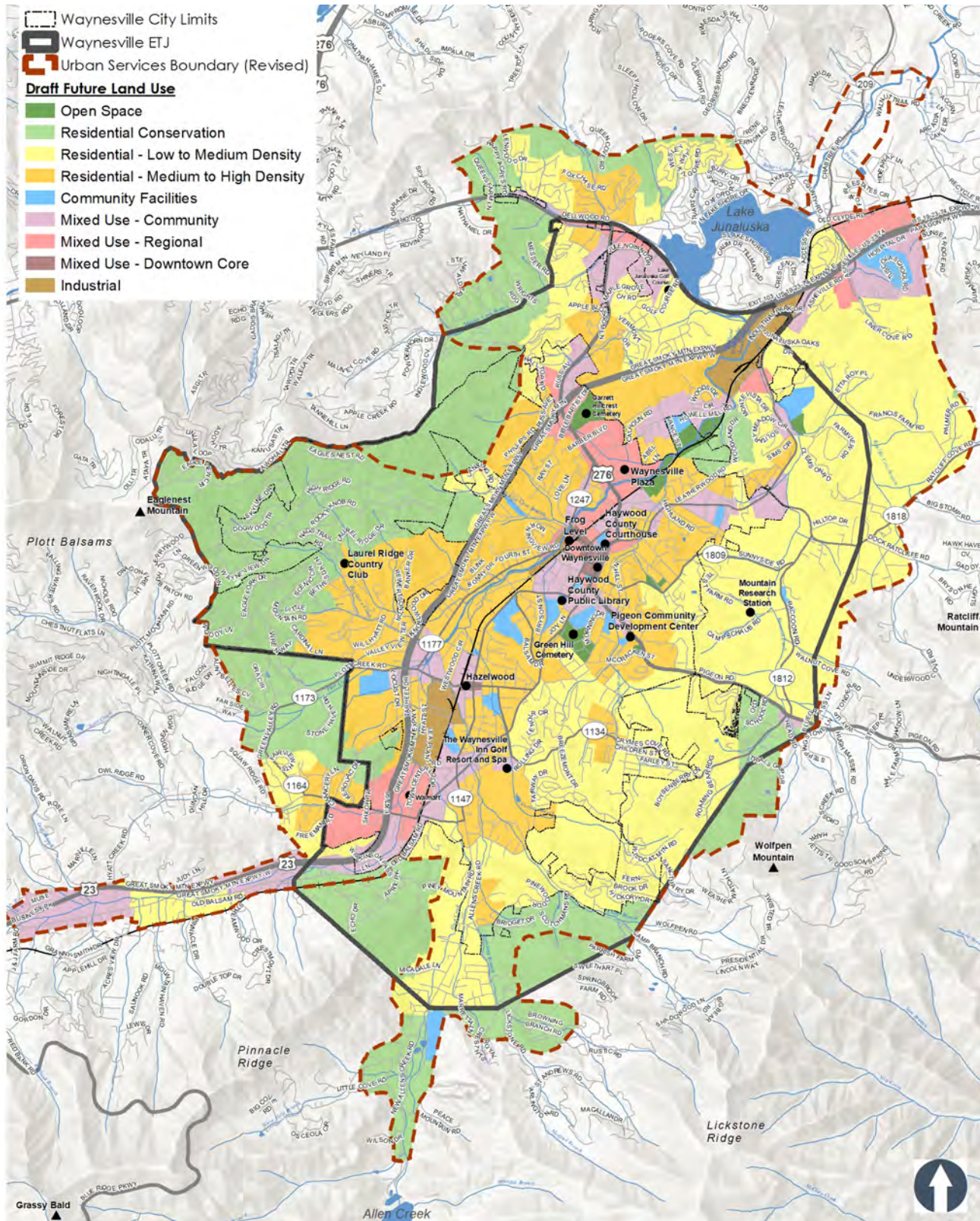
1976 Future Land Use Map



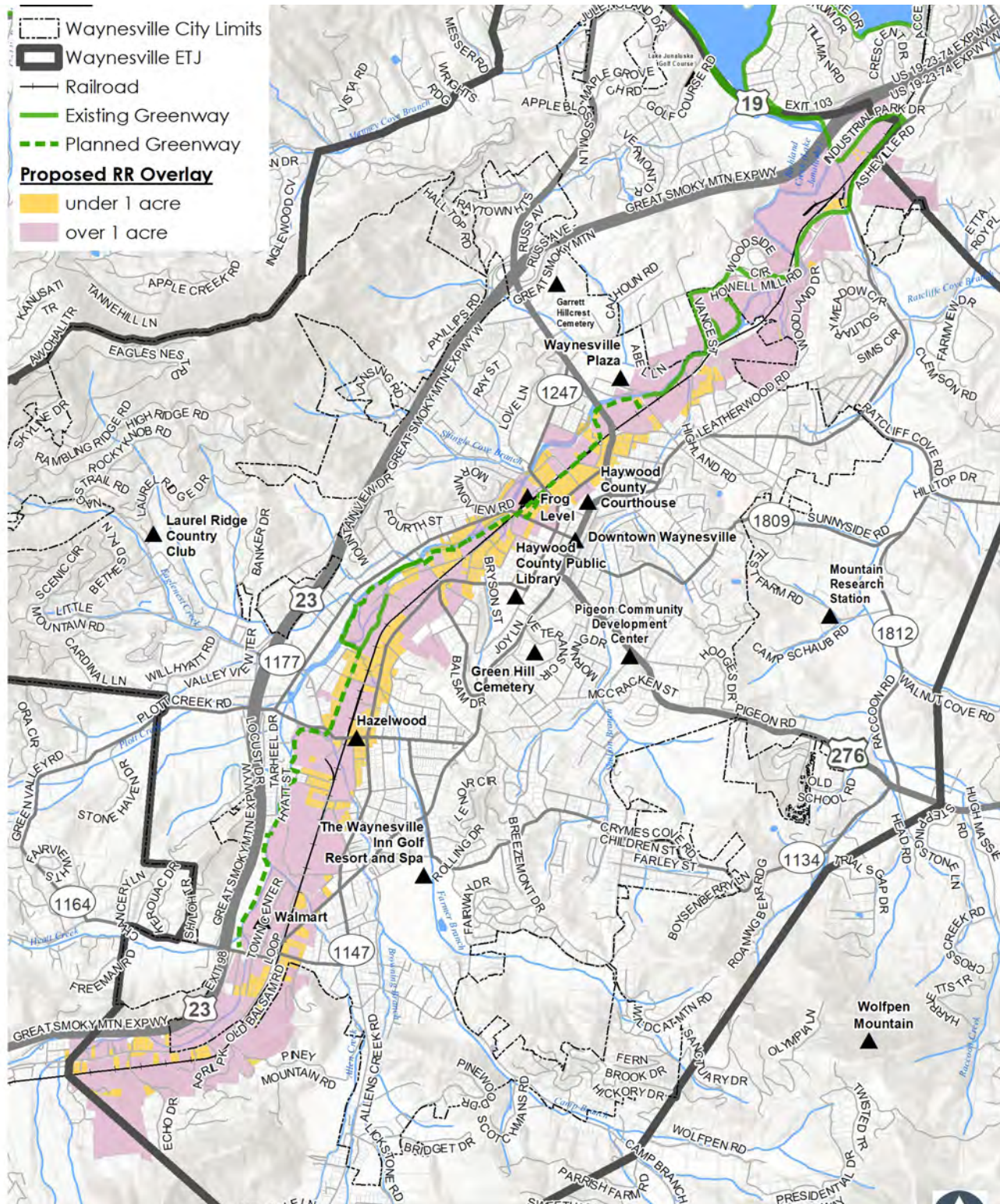
2002 Future Land Use Map (From Old 2020 Plan)



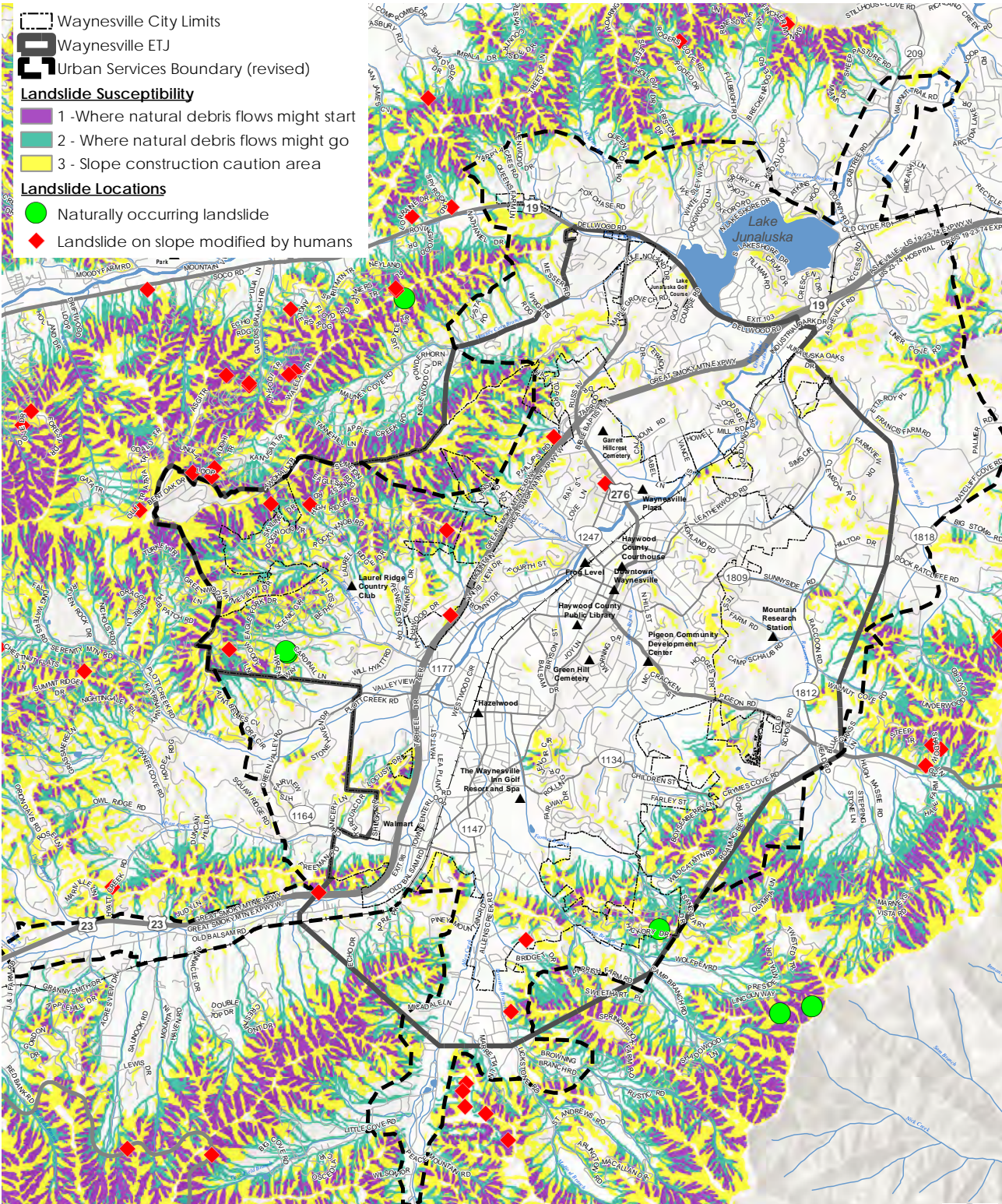
Future Land Use Map



Potential Railroad Overlay Map



Landslide Map



APPENDIX F: GLOSSARY

The Glossary of terms below is provided to aid in understanding the Comprehensive Plan by defining terms that may be unfamiliar to readers. This glossary is not intended as an instrument of enforcement or policy. Additional information is available online; see website hyperlinks.

Affordable Housing: According to Federal guidelines, housing that a household can obtain for 30% or less of its income.

Conservation Development: An alternative form of subdivision design that focuses on environmental stewardship and preservation of land through configuration of lots that results in open space or linkages among open spaces within and outside a development's boundaries.

Existing Land Use: How land is currently used by parcel as determined from tax parcel records.

Floodplain: An area of low-lying land adjacent to a watercourse that is subject to flooding.

Infill: Development of a vacant or partially developed parcels that are surrounded by, or in close proximity to, areas that are substantially or fully developed

Land Supply: Vacant or available land and underutilized land that could accommodate additional development. Land supply is determined by an analysis of the ratio of the value of structures on a parcel compared to the value of land within the parcel. Land supply does not take into account environmental constraints or the owner's intentions for the parcel, such as generational desire to continue land as a working farm.

Living Wage: A wage that a worker must earn to afford basic necessities, without public or private assistance, as based on the local cost of living.

Metropolitan Planning Organization (MPO): As defined by the U.S. Census Bureau, a local governmental unit with legal jurisdiction over an urbanized area with a population of more than 50,000. Within their jurisdiction, MPOs provide government service planning such as transportation and land use planning.

Mixed Use: The use of a building, a set of buildings, or a specific area for more than one land use (i.e. commercial and residential).

Multimodal: A combination of more than mode of transportation. A multimodal transportation system caters to users of multiple modes (i.e. cars, transit, walking or biking).

Natural Heritage Element Occurrence (NHEO): Documented occurrences of rare species. This data is representative of historical and recent occurrences. The [NC Natural Heritage Program](#) collects this information and makes it available via the Natural Heritage Data Explorer and the Conservation Planning Tool.

Natural Heritage Natural Area (NHNA): These areas are unique habitats that are of local, regional, state, national, or global significance. They represent the best and most intact versions of a particular natural community and/or habitat. The [NC Natural Heritage Program](#) collects this information and makes it available via the Natural Heritage Data Explorer and the Conservation Planning Tool.

NCDOT: The North Carolina Department of Transportation.

Nodal Development/Node: A growth pattern that concentrates development within strategic spots to create nodes or activity centers. An alternative to strip development.

Redevelopment: Any proposed expansion, addition, or major change to an existing building, structure, or parking facility.

Reuse: Redevelopment or rehabilitation of an existing building or set of buildings for any use(s) other than the present use(s).

Streetscape: The natural and built environment of a street including but not limited to paving, lighting, plantings, stormwater management, furnishings, utilities, and transportation facilities.

Strip Development: A growth pattern that is characterized by highly auto-oriented commercial development arranged in a line, usually along a major roadway.

Suitability: The capacity of land to support a type of land use based on various environmental and economic attributes.

Tactical Urbanism: A planning approach that uses small-scale, short-term, and low-cost installations that facilitate community building and allow projects or policies to be tested.

Viewshed: Area within view from an specific observation point.

Vision Zero: Vision Zero is a multi-national road traffic safety project that aims to achieve a highway system with no fatalities or serious injuries involving road traffic.

Workforce Housing: Any form of housing that is affordable for households with an earned income that is insufficient to secure quality housing in reasonable proximity to the workplace.

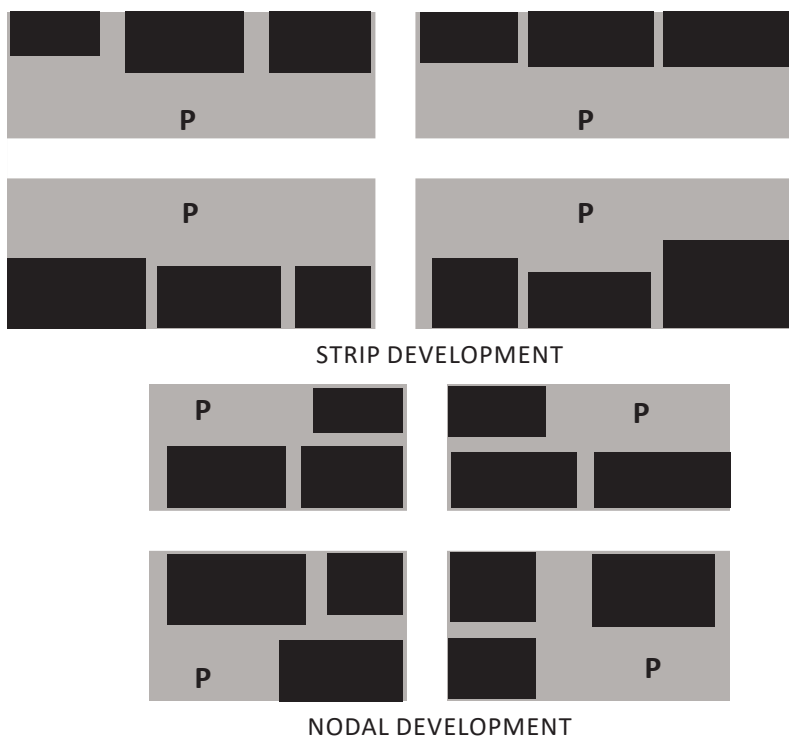
Additional Web Resources

[American Planning Association](#)

[Department of Housing and Urban Development](#)

[Urban Land Institute](#)

[National Association of City Transportation Officials \(NACTO\)](#)



TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: July 28, 2020

SUBJECT:

To conduct a Public Hearing for a Conditional District Map Amendment Application submitted by Ingles Markets located at 856 Russ Avenue, 135 Barber Boulevard, 259 Barber Boulevard, 75 Barber Boulevard, and two additional vacant outparcels.

AGENDA INFORMATION:

Agenda Location: Public Hearing
Item Number: D4
Department: Development Services
Contact: Byron Hickox
Presenter: Byron Hickox

BRIEF SUMMARY:

Ingles Markets, Inc. has applied for an amendment to their Conditional District, which was originally created in 2011, and was amended in 2017. In addition to the expansion of the Conditional District, the amendment addresses four primary changes: (1) a reduction in the required permeability for some of the building facades; (2) an allowance for parking in front of some interior buildings; (3) a reduction in landscaping standards to allow for underground stormwater retention; and (4) the addition of a second monument sign on the Russ Avenue frontage.

MOTIONS FOR CONSIDERATION:

1. Motion to adopt a Consistency Statement indicating that the project is reasonable and consistent with the 2020 Land Development Plan.
2. Motion to approve, deny, or approve with conditions a Conditional District Map Amendment for the Ingles Shopping Center at Russ Avenue and Barber Boulevard.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

Staff report with attachments

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Please Publish on July 15th and July 22nd 2020

NOTICE OF PUBLIC HEARING

The Town of Waynesville Board of Aldermen will be holding a public hearing on Tuesday, July 28th, 2020 beginning at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose of the Public Hearing is to consider a Conditional District Map Amendment (Rezoning) Application for:

856 Russ Avenue (PINs 8616-22-9503 and 8616-33-7082),

135 Barber Boulevard (PIN 8616-32-2336),

259 Barber Boulevard (PIN 8616-32-8401),

Outparcels (PINs 8616-32-4011 and 8616-21-8928), and

75 Barber Boulevard (PIN 8616-22-6393)

Interested persons are encouraged to attend and be heard. For more information please contact Elizabeth Teague, Development Services Director at 828 456 2004 or via email at eteague@waynesvillenc.gov.

s/Eddie Ward

By: Eddie Ward, Town Clerk

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
July 28, 2020

SUBJECT: Request Approval of The Mercer Group to administer the Classification and Compensation Study

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: E5
Department: Administration
Contact: Amie Owens, Assistant Town Manager
Presenter: Amie Owens, Assistant Town Manager

BRIEF SUMMARY: At the February 2020 Board Retreat, the Board approved consideration of the classification and compensation study. At the March 10, 2020 meeting, the Board approved moving forward with the RFP process. Eleven (11) submissions were received on April 17, 2020. All of the packets were reviewed based on criteria outlined in the RFP including responsiveness, experience, cost, methodology, schedule for the project and references. The submissions were reduced to a top 3 and each group was contacted by Assistant Town Manager Owens for an following assessment score sheet completion. The Mercer Group is the recommended partner for the project. This group was solid in methodology, had a tool available for use with all positions, has done work in WNC, all the references were positive.

Phillip Robertson, Senior Vice President, The Mercer Group, will be calling in to the meeting and providing an overview of the process will answer questions from the Board.

MOTION FOR CONSIDERATION: To approve The Mercer Group to administer the Classification and Compensation Study and approve contract to begin effective July 28, 2020 and to approve the comparable employers for the market analysis.

FUNDING SOURCE/IMPACT: The contract amount has been included in the 2020-2021 budget in Administrative Services – Professional Services line item.

ATTACHMENTS:

- The Mercer Group Contract
- Map of Area regional for comparisons
- Listing of proposed comparisons

MANAGER’S COMMENTS AND RECOMMENDATIONS: Recommend approval of the contract and moving forward with the classification and compensation study.

City/Town	Population	ElectriCities	Within 1 hour drive
Asheville	95,000		Yes
Black Mountain	8,460		Yes
Brevard	8,159		Yes
Canton	4,332		Yes
Clyde	1,300		Yes
Forest City	7,133	Yes	
Franklin	4,042		Yes
Gaffney, SC	12,986	Yes	
Haywood County	60,000		Yes
Hendersonville	14,251		Yes
Kings Mountain	10,833	Yes	
Lexington	18,917	Yes	
Lewisville	13,356		
Lincolnton	10,565		
Maggie Valley	1,220		Yes
Marion	7,871		
Morganton	17,058	Yes	
Shelby	20,793	Yes	
Sylva	2,724		Yes
Tarboro	10,536		
Washington, NC	10,114	Yes	

Waynesville **10,137** **Yes**

Local comps (3 municipalities/County)

**AGREEMENT BETWEEN THE MERCER GROUP
AND
THE TOWN OF WAYNESVILLE**

This AGREEMENT, made as of this 28th day of July, 2020, by and between The Mercer Group, Inc. and the Town of Waynesville, North Carolina.

WHEREAS the Town of Waynesville (hereinafter referred to as the "Client") has made a request to hire a consultant to conduct a Compensation and Classification Study to begin on August 1, 2020; and

WHEREAS, The Mercer Group, Inc. (hereinafter referred to as "Mercer") responded to the Client's request; and

WHEREAS, the Client has selected Mercer as the firm which best meets its needs and the Client desires to hire Mercer to conduct the Client's Compensation and Classification Study; and

WHEREAS, Mercer desires to assist the Client in conducting the Client's Compensation and Classification Study.

NOW THEREFORE, in consideration of the following mutual covenants and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged by all parties hereto, Mercer and the Client hereby agree as follows:

Mercer agrees to provide services and support the Client in the conduct of the Compensation and Classification Study. Mercer agrees to conduct the Client's project in accordance with the scope of services outlined in the proposal dated April 17, 2020, which is attached hereto as Exhibit A and incorporated herein.

The Client agrees to compensate Mercer for its services in the amount not to exceed \$17,950 for professional fees and expenses associated with the Compensation and Classification Study. Additionally, if the town requests that job descriptions be developed, those job descriptions will be provided at an additional cost of \$75 per job description, following approval of the final classification and compensation report to the Board.

The Client and Mercer both agree that this Agreement shall be governed by the laws of the State of North Carolina and Haywood County.

The Client and Mercer both agree that in the event that any dispute arises between the parties regarding performance of this Contract, the complaining party shall promptly notify the other of the dispute in writing. Each party shall respond to the other party in writing within ten (10) working days of receipt of such notice.

This Contract constitutes the entire agreement between Mercer and Client regarding the subject matter of this Contract and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter. It shall not be amended, altered, or changed except by a written agreement signed by the parties hereto.

TERMINATION

The parties shall have the right at either party's convenience to terminate this Agreement following ten (10) days written notice by the affected party. Should either party terminate this Agreement the Client shall only be obligated to pay Mercer for those services already provided in accordance with the service schedule noted as Exhibit B.

TOWN OF WAYNESVILLE, NORTH CAROLINA

BY: _____

DATE: _____

THE MERCER GROUP, INC.

BY: _____

Phillip G. Robertson
Senior Vice President

DATE: _____

EXHIBIT A

Waynesville, North Carolina

Classification and Compensation Study

This proposal is presented as if there were no COVID-19 pandemic.

If the Town of Waynesville awards the project to the Mercer Group while restrictions on group meetings and recommendations on social distancing are in effect, the project can be done via telephone, teleconference, and electronic document exchange without degradation of the quality and defensibility of the work.

17 April 2020

THE MERCER GROUP, INC.
www.mercergroupinc.com

Corporate Headquarters:
5579 B Chamblee-Dunwoody
Suite 511
Atlanta, GA 30338
770-551-0403

Raleigh Office:
Phillip G. Robertson
3443 Highway 39 North
Louisburg, North Carolina 27549
919-496-2080
MercerNC@aol.com



The Mercer Group, Inc.

Consultants to Management

3443 Highway 39 North
Louisburg, North Carolina 27549
919-496-2080
FAX 919-496-7995
E-mail: mercercnc@aol.com

17 April 2020

Amie Owens, Assistant Town Manager
Town of Waynesville
23 Hendrix Street
Waynesville, NC 28786

Via Email: aowens@waynesvillenc.gov

RE: RFP: Classification and Compensation Study 2019

Dear Ms. Owens:

The Mercer Group, Inc. is pleased to provide this proposal for a Classification and Compensation Study. If selected, we can begin work promptly.

Our experience has shown that good classification and compensation studies are a combination of sound technical processes and an understanding of human nature. Our approach is sensitive to this in several ways. Our position evaluation system uses a factor evaluation system that is industry standard and is sufficiently straightforward, therefore transparent, so that how the process works and how factor scores and total scores for a position are derived is easily explainable and easily understood by employees, supervisors, and the executive board.

- We provide orientation sessions for all employees so that they understand the methodology of the study and how their positions will be evaluated, thus reducing anxiety.
- We will meet with every employee to discuss his/her questionnaire answers and get clarification.
- We provide an appeals process for any employee who feels that his/her position has been classified incorrectly.
- We work closely with you and your management team throughout the process to assure that you are informed and that there are no "surprises."

The Study should take approximately three months to complete, given prompt responses to the Market Survey by the market organizations.

We welcome the opportunity to discuss our proposal via teleconference.

This proposal is valid for 120 days from the date of receipt by you. We abide by all applicable rules of federal, state, and local entities. The Mercer Group, Inc. and the staff proposed have no conflicts of interest.

We thank you for this opportunity and look forward to working with you on this important project. If you have any questions, please contact me at (919) 496-2080.

Sincerely,

A handwritten signature in cursive script, reading "Phillip G. Robertson". The signature is written in dark ink and is positioned above the typed name.

THE MERCER GROUP, INC.

Phillip G. Robertson, Senior Vice-President

Table of Contents
Waynesville, North Carolina
Classification and Compensation Study

PROJECT SUMMARY	2
CONSULTING FIRM	3
QUALIFICATIONS AND PERSONNEL.....	5
REFERENCES	8
PROJECT MANAGEMENT AND APPROACH	9
METHODOLOGY / PLAN/ TIMELINE	10
PROPOSED COSTS/ PRICE PROPOSAL.....	14
ATTACHMENT A: POSITION QUESTIONNAIRE	15
ATTACHMENT B: FACTOR EVALUATION	21
AFFIDAVITS – Signed form to be returned with proposal.....	23
NON_COLLUSION AFFIDAVIT	23
AFFIDAVIT OF ELIGIBILITY.....	23

Waynesville, North Carolina
Proposal for Classification and Compensation Study

PROJECT SUMMARY

The proposed Classification and Compensation Study will provide the following:

Classification Study

Employees will respond to a written questionnaire and participate in interviews to discuss and clarify the roles and responsibilities of their positions.

Every employee will be given the opportunity to submit a questionnaire and participate in these interviews, individually or as a group, where appropriate. At a minimum a questionnaire and interview will be completed for every unique position classification (the definition of "unique position classification" is totally at the discretion of the Town of Waynesville).

Current Salary Evaluation

The Town's pay practices and salary structure will be reviewed and analyzed.

Benchmark Survey

Other counties, municipal jurisdictions, and private sector employers will be surveyed to provide information to develop a competitive and local market-based salary structure, including salary ranges. The Town of Waynesville will work with The Mercer Group in identifying these entities.

Class Specifications

Class specifications will be developed for each classification. Class Specifications will be in a standard format that include at a minimum a Position Overview, Responsibilities, Knowledge and Abilities, and Education and Experience.

Fair Labor Standards Act Designations

A recommendation of "Exempt" or "Non-Exempt", via-a-vis overtime eligibility, will be made for each employee.

Final Report

A written final report will contain a recommended salary structure, discussion of methods, techniques and data used to develop the classification and compensation plan and identify Waynesville's position in their specified market. This report will include an analysis of the financial impact for various implementation strategies.

Training and On-going Support

To assure consistency with the methods of this study, Waynesville's Human Resources Department will be provided instructional information to permit periodic salary reviews and adjustments to salary and position requirements. We provide free telephone support following completion of the project for as long as the Town considers itself our client.

Waynesville, North Carolina

Proposal for Classification and Compensation Study

CONSULTING FIRM

Legal Name of Firm: The Mercer Group, Inc.

Street and Mailing Address: 3443 NC Highway 39 North
Louisburg, North Carolina 27549

Telephone Number: (919) 496-2080

Email: mercernc@aol.com

Name of Authorized Representative: Phillip G. Robertson

Title of Authorized Representative: Senior Vice President

Overview: The Mercer Group, Inc. is a management consulting firm incorporated in the State of Georgia and operating nationwide. Founded by James L. Mercer, a long-term public management consultant, The Mercer Group, Inc., provides management consulting services to state and local governments, special districts, and private sector clients. The company's services include:

Compensation and classification studies;
Performance management systems;
Productivity improvement;

Executive recruitment;
Organization and operations analysis;
Strategic planning;

The Mercer Group, Inc. is a *consortium model firm*, with a core of key staff members supplemented by associated independent consultants and specialty firms. The consortium members work together regularly and have long personal and professional relationships. This business model allows us to address each project with consulting professionals who have the specific managerial, functional, and technical skills needed to fully satisfy the project objectives.

History: The Mercer Group, Inc., as it is today, has been in operation for 28 years. Mr. Mercer started his firm in 1981 and, in 1984, merged with another consulting firm, Wolfe & Associates, Inc. On June 1, 1986, Mr. Mercer acquired the Human Resource and Organizational Consulting Practice of Wolfe & Associates, Inc. This acquisition formed the basis for Mercer, Slavin & Nevins, Inc. Early in 1990, Mr. Mercer sold his interest in Mercer, Slavin & Nevins, Inc. and founded The Mercer Group, Inc.

Philosophy: The Mercer Group, Inc. believes that the Classification and Compensation Study must have extensive client participation. Our experience has shown that successful assignments are characterized by:

- A mutual understanding between the client and the consultant staff of the objectives, study process, timing, and end products of the study;

- A thorough understanding of the current situation by the consultants before proceeding with detailed analysis;
- Providing opportunities for participation and input by staff; and,
- A thorough review of draft reports with the Town Manager and others of the Town's choosing.

Our work plan includes provision for each of the items listed above. The specific participation of Waynesville officials and staff is described as follows:

Town Manager - The Town Manager (or designee) is the principal client(s) for the project. The principal client will receive a thorough briefing and description of the study process and methodology. At the end of the study, the principal client will receive a briefing on all findings and recommendations as well as briefings throughout the process as appropriate. It is important that the principal client be involved in the key policy issues to ensure the overall effectiveness of the resulting Classification and Compensation systems to meet the needs of the organization.

Management (Department/Division Heads) - Management will be involved in the study by participating in a briefing session with the consultants, completing questionnaires, meeting individually with the consultants to review the scope of their operations, and identifying any specific concerns they may have with respect to their current classification, compensation or organizational systems. Key management will likewise be involved in reviewing a draft of all job analysis recommendations including position placement recommendations and class specifications.

Employees - All employees whose positions are included in the study must feel that they have a role in the process and that their input is both sought and welcomed. That role and input will be introduced and explained by a thorough and accurate initial presentation about the project. Employees then will be asked to complete position questionnaires and will be given opportunities to be involved further in the process through interviews, job audits (when necessary), and appeal procedures.

Administrative Staff - Designated Administrative Staff will be asked to assist in the distribution and collection of the position questionnaires and assist the consultants in setting up meetings and interviews.

QUALIFICATIONS AND PERSONNEL

This project will be conducted out of the North Carolina Office located in Louisburg, North Carolina. The North Carolina Office is staffed by Senior Vice President Phillip Robertson and Vice President Joan Miller. The staff specializes in Compensation and Classification Studies, Performance Evaluation Systems, FLSA Compliance, and Executive Recruitment. The staff has over 65 years' experience.

Principal in Charge: James L. Mercer.

Mr. Mercer, President of The Mercer Group, Inc., is a Certified Management Consultant and has extensive experience in all phases of management consulting including compensation, classification, and performance appraisal. Mr. Mercer will be available if needed to assist in this project.

Primary Consultant (Project Manager): Phillip Robertson, Senior Vice President.

Mr. Robertson possesses extensive knowledge of all phases of staffing studies, compensation and classification and all areas of local government management. He will be responsible for assuring the quality of our work, the adherence to expected schedules and the delivery of our work products.

Research: Joan L. Miller, Vice President.

Ms. Miller has a background in research in support of local, state and federal reporting, grant management and program design.

James L. Mercer, President

Mr. Mercer holds a Master of Business Administration degree from the University of Nevada, Reno, and a Bachelor of Science degree in Industrial Management from the same institution. He has also received a Certificate in Municipal Administration from the University of North Carolina at Chapel Hill and is a graduate of the Executive Development Program at Cornell University. Mr. Mercer has more than 26 years' experience in management consulting. He has authored three books, co-authored three books, and has written more than 250 articles on various phases of public management.

Prior to forming The Mercer Group, Mr. Mercer was President of Mercer, Slavin, & Nevins, Inc. and a Regional Vice President of Wolfe & Associates, Inc., with which he previously merged his own local government consulting firm, James Mercer & Associates, Inc. He has been Director of Government Consulting Services for Coopers & Lybrand, a National Program Director with Public Technology, Inc., and, served as Assistant City Manager of Raleigh, North Carolina.

Mr. Mercer is a recipient of the prestigious George C. Franklin Memorial Award from the North Carolina League of Municipalities for Excellence in Public Administration and election to Beta Gamma Sigma, the national honor society in business and administration. He has served on several private and public Boards, including the University of Nevada Foundation, the School of Business Advisory Board at California Polytechnic State University in San Luis Obispo, and the Public Administration Program at the University of South Carolina. Mr. Mercer has been quoted in The New York Times, Forbes, Public Management, American City and County, and many other national and local publications. His professional affiliations include:

- International City/County Management Association;
- American Society for Public Administration;
- Institute of Industrial Engineers (past Chapter President);
- The Technology Transfer Society (Board of Directors - 5 terms); and,
- International Association of Quality Circles.

Phillip Robertson, Senior Vice-President

3443 NC Highway 39 North
Louisburg, North Carolina 27549
Office: (919) 496-2080 Cell: (919) 349-7239
Email: mercernc@aol.com

Mr. Robertson has 40 years' experience in the public sector. Mr. Robertson joined The Mercer Group, Inc. in 1998.

- **Compensation and Classification studies performed and managed by Mr. Robertson:**

Hernando County, Florida; Housing Authority of Covington, Kentucky; East Point, Georgia; Martin County, Florida; Ouachita Parish, Louisiana, Public Library; Monmouth, Oregon; Monroe, Georgia; Peachtree City, Georgia; The Development Authority of Peachtree City, Georgia; **Pitt County, North Carolina**; Okaloosa County, Florida; Okaloosa County, Florida, Detention Center; Martin County, Florida, Sheriff's Office; Henderson, Nevada; Berlin, Connecticut; Choctawhatchee Electric Cooperative, Defuniak Springs, Florida; Duncan, Oklahoma; Calcasieu Parish, Louisiana, Public Library System; Colonial Heights, Virginia; Nye County, Nevada; Decatur, Illinois, Housing Authority; Rochester Hills, Michigan; Garden City, Georgia; Glastonbury, Connecticut; **Kitty Hawk, North Carolina; Holly Springs, North Carolina**; Sun 'N Lake of Sebring, Florida, Improvement District; Okaloosa, Florida, Gas District; Sunny Isles Beach, Florida; Frankfort, Kentucky; Peachtree City, Georgia, Tourism Association; Sioux City, Iowa; Glen Heights, Texas; Daytona Beach, Florida; Jacksonville, Florida; Osawatomie, Kansas; Gordon College, Barnesville, Georgia; Assisted Housing Risk Management Association, Illinois; Iowa League of Cities; Peachtree City Water and Sewerage Authority, Georgia; Minturn, Colorado; Loma Linda, California; Public Agency Risk Sharing Authority of California, Sacramento; Hercules, California; **Mooreville, North Carolina**; Salt River Landfill, Scottsdale, Arizona; **Jackson County, North Carolina**; Clayton State University, Morrow, Georgia; Rhode Island Airport Authority; Vernon, California; Metropolitan District Commission in Hartford, Connecticut; Glenwood Springs, Colorado; Eagle, Idaho; Wethersfield, Connecticut; Davie, Florida; Yankton County, South Dakota; Pensacola, Florida; **North Carolina State Firefighters Association; Craven Community College, New Bern, North Carolina**; Lee County, Georgia; **Cumberland County ABC Board, Fayetteville, North Carolina**; Portland, Maine; **Goldsboro, North Carolina**; Cheyenne, Wyoming; **Huntersville, North Carolina; Spring Lake, North Carolina**; Southland Utility Services, Florida; Kentucky League of Cities; **Cabarrus County, North Carolina**; Nevada City, California; **Johnston County, North Carolina**; Defuniak Springs, Florida; **Lexington, North Carolina**; Kiawah Island, South Carolina; **Fletcher, North Carolina**; and, **North Carolina Association of County Commissioners.**

- **Executive Searches:**

Arkansas City, Kansas - City Manager (2006); Federal Heights, Colorado - City Manager (2007); Liberty, Texas - City Manager (2007); Hanover Park, Illinois - Chief Information Officer (2007); Union City, Georgia - City Administrator (2008); Choctawhatchee Electric Cooperative - Chief Operating Officer (2007); Tipp City, Ohio - City Manager (2008); Mooreville, North Carolina - Engineering Manager (2008); Mooreville, North Carolina - City Manager (2008); Orange County, North Carolina - Emergency Services Director (2008); Orange County, North Carolina - County Attorney (2009); Harrisburg, North Carolina - Finance Director (2008); Orange County, North Carolina - County Manager (2009); Decatur, Illinois, Housing - Executive Director (2010); Lee County, Georgia - County Manager (2011); Tipp City, Ohio - Library Director (2011); Holland, Michigan - City Manager (2012); Troy, Michigan - City Manager (2012); Yankton, South Dakota - City Manager (2012); Milliken, Colorado - Town Administrator (2014); Petoskey, Michigan - City Manager (2015); Clinton County, Ohio, Port Authority - Executive Director (2015); Lebanon, Ohio - Finance Director (2017); and, Goldsboro, North Carolina - City Manager (2019).

- **Organizational and Staffing Studies:**
Frankfort, Kentucky; Okaloosa Gas District, Florida; Peachtree City, Georgia, Tourism Association; Choctawhatchee Electric Cooperative, Florida; and, Hercules, California.
- **Performance Evaluation Systems:**
Pitt County, North Carolina; Colonial Heights, Virginia; Sun'N Lake Improvement District, Florida; Peachtree City, Georgia, Water and Sewerage Authority; and The Village of Carol Stream, Illinois; Rockaway Township, New Jersey; and, Durham, North Carolina (Ongoing).
- **Organizational Climate Surveys**
Assisted Housing Risk Management Association, Illinois and Horizons of Okaloosa County, Florida.
- **Additional Experience:**
 - Former Management Information Systems Director for the North Carolina Division of Employment and Training.
 - Extensive experience in organizational analysis at the local and state government levels.
 - Former Human Resources Director for a Division of the North Carolina State Government.
 - Former Assistant City Manager for Town of Clayton, North Carolina.
 - Extensive experience in Grant Management at the Federal, State, and Local levels.
 - Extensive experience and expertise with information systems management at the Federal, State, and Local levels.

Mr. Robertson has a MA in Public Administration from Appalachian State University in Boone, North Carolina and a BA in History from Wake Forest University in Winston-Salem, North Carolina. He has also undertaken doctoral work at North Carolina State University in Raleigh, North Carolina.

Joan L. Miller, Vice President

3443 NC Highway 39 North
Louisburg, North Carolina 27549
Office: (919) 496-2080
Email: mercer.robertson@aol.com

Ms. Miller has 26 years of experience in municipal government as a planner, housing specialist, grants manager and inspector. Her areas of expertise include:

- Policy and Procedure Research, Development, and Implementation
- Fiscal Analysis as a Function of Policy Options
- Transportation and Recreation Program Planning and Implementation
- Water Quality Improvements
- Code Enforcement and Residential Rental Inspection
- Comprehensive Plan Development, Modification, and Interpretation
- Environmental Review
- Grants Development, Administration, Reporting and Closeout
- Housing Rehabilitation Program Planning, Development, and Implementation

Ms. Miller is a graduate of North Carolina State University.

REFERENCES

Public-sector references, all of whom can comment on our organization's relevant experience, are listed below.

(Ms.) Lu Hickey
Human Resources Director
Johnston County, North Carolina
919-938-4703
Full Classification Study 2016
Full Compensation Study 2017

Kevin Leonard, Executive Director
North Carolina Association of Counties
323 W. Jones Street, Suite 500, Raleigh, NC 27603.
919-715-4369
Full Compensation and Classification Study 2019

Susan Nunn
Human Resources Director
Lexington, North Carolina
(Also, Deputy HR Director in Cabarrus County during the study there)
336-243-2489 x 3222
Compensation Studies and Focused Classification
Ongoing.

Kay Godwin
Deputy County Manager
Okaloosa County Human Resources Department
Crestview, Florida
850-651-7515
Compensation and Classification Study for Board of County Commissioners and Supervisor of Elections.
The original project was completed in 2000. The Mercer Group maintained the system for the County through 2004. The Mercer Group was contacted again in 2006 and has continued provided services through 2019.

Susan Van Buren, PhD.
Director of Human Resources and Organizational Development
Choctawhatchee Electric Cooperative
Defuniak Springs, Florida
850-892-2111
Compensation and Classification Study
The original project was completed in 2000.
A comprehensive update was conducted in 2004.
Full Compensation and Classification Study 2012.
Full Classification Study 2017.
Ongoing Focused Classification

PROJECT MANAGEMENT AND APPROACH

The Mercer Group, Inc. (The Mercer Group) will examine the Town's classification and compensation system and provide recommendations for compensation policies, procedures, and practices and conduct a market study of comparable labor markets, including both private and public-sector employers.

Classification and Compensation: The Mercer Group will develop a comprehensive classification/compensation plan for the Town's employees based upon an objective analysis and evaluation of job content utilizing a Position Questionnaire (PDQ) and interviews with employees and supervisors. Questionnaires will be evaluated utilizing a 10 Factor Evaluation System. This study will be the basis for recommending the appropriate classifications and will allow Waynesville, in consultation with The Mercer Group to address any discrepancies identified in the existing classifications and make correction while implementing the proposed classification program.

Meetings: The Mercer Group will schedule an initial meeting with the Town Manager and others so designated by the Town to discuss the process and tasks to be performed in the study to include reasonable dedication of key personnel and meet with senior management, all department heads and employees to explain study and processes to be used.

Weekly progress reports will be communicated to the Administrative Services Director with additional updates, if so required.

Existing Methodology: The Mercer Group will review current classification grade methodology and propose recommended strategies for the Town of Waynesville. All employees will complete a Position Questionnaire and participate in interviews. Interviews may be conducted individually or in groups based upon classification. Should job audits be required, that need will be determined at meetings with senior management, department heads and employees prior to scheduling and conducting onsite reviews.

Market Study: The Mercer Group, with the Town, will review existing and identify additional comparable labor markets, including both private and public-sector employers, for compensation survey. From the results of that survey, The Mercer Group will recommend appropriate salary ranges for each position based on the classification plan, the compensation survey results, and internal relationships and equity. An updated salary structure based on the results of the survey and best practices will be developed and supplied to Waynesville for review, approval and implementation along with a calculation of the costs of implementing such plan. We will:

- Identify any extreme current individual or group compensation inequities and to provide a recommended corrective action plan and process to remedy these situations;
- Make recommendations and provide implementation strategies related to other key compensation practices, based on market demands, including pay for performance, skill pay, special assignment pay, certification pay, bilingual pay, promotional pay, and acting assignment pay;
- Provide system documentation and computer formats/software to administer the compensation plan;
- Provide recommendations for the ongoing internal administration and maintenance of the proposed compensation plan. Maintenance will include annual activities such as a market survey; and,
- Conduct a comprehensive training program for appropriate staff to ensure that the staff can explain and administer the new system in the future.

METHODOLOGY / PLAN/ TIMELINE

To meet the client's specific objectives for this project, we have developed a work plan, as follows:

Phase I

STEP 1. Orientation

Because of the significance of a classification and compensation study, a clear understanding of and agreement to the work plan is critical. We will begin the project by meeting with all appropriate officials including but not limited to the Town Manager, department heads and others necessary to clarify the following issues:

- Specific issues regarding the current classification and pay structure(s);
- Specific issues regarding individual Departments and Divisions;T
- Understanding of the objectives for the systems;
- Review of The Mercer Group, Inc. classification and analysis methodology, including specific forms such as the position questionnaire;
- Policies regarding review and employee appeal of recommendations;
- Begin development of a list of organizations for the "market analysis," including public and private employers (Management will participate in the process of development of the comparable organization list); and
- Implementation strategy for results of the study.

At the orientation, we will also obtain information on current practices. We will then provide the initial communication to employees through group meetings, written explanations, or both, depending on the needs of the organization. The Mercer Group, Inc. prefers to meet with employee groups to review the process and how the employees are going to be asked to participate.

Classification and Compensation Studies can produce anxiety with employees. We have found that open discussions with employees at the beginning of the study helps employees understand what to expect from us and what we are going to ask of them. It also allows employees the opportunity to voice any concerns or questions and meet the consultants. During orientation, we generally provide our contact information to employees and encourage them to contact us at any point during the process if they have questions or concerns.

Phase II

STEP 2. Classification Process

The job analysis classification portion of the study will begin with the distribution of Position Questionnaires to all employees. This process will permit a high degree of accuracy in collecting information from the locality of its employees.

The Position Questionnaire is typically distributed and reviewed during the Employee Group Orientation meetings. The Position Questionnaire is important to the Classification and Compensation process because the information obtained becomes the basis for the classification system and the development of "benchmark" positions.

Because the questionnaire is important, we will review and edit our questionnaire with management to ensure its appropriateness. A draft of the Position Questionnaire is included as Attachment A.

Upon receipt of the questionnaires, we will interview positions for employees having submitted questionnaires to confirm and clarify the information. At a minimum, we must have a sufficient sample

size of each class or job title to ensure a thorough understanding of each position. We will also conduct job audits when necessary.

All reasonable accommodation will be made to ensure that all employees who wish to participate in the interview process will be given the opportunity to do so. Our history has been that on average, 90% of all employees participate in interviews. Employees who have the same job title and agree that they are performing the same job duties can interview as group with a sufficient sample size.

Employees who have the same job title and do NOT agree that they are performing the same job duties will be interviewed separately. It may be that at the end of the study we recommend that these positions remain in the same classification or the duties and responsibilities may be such that a separate classification is recommended. If we do not allow employees to choose if they want to interview together or separately it greatly undermines the results of the study and the employee "buy in".

We will begin interviews in each department with the lowest classifications and work up to the Department Heads. This approach allows us to obtain a good understanding of the organization and to discuss issues and problems at each succeeding level. Interviews generally take 15 minutes for individuals and 30 minutes for groups. During the interviews the consultant will review the submitted questionnaire with the employee and as clarification questions. This is also an opportunity to employees who communicate more effectively in an oral format the opportunity to discuss their position with the consultant.

Upon completion of the position questionnaire and interview process, we will analyze classifications by the duties and responsibilities. As a result of the questionnaire and interview process, we obtain information regarding organizational and personnel issues outside of the scope of this project. We will provide an informal report to the principal client covering those issues which appear to be significant, if desired.

To develop the proper classifications and provide internal equity, we will use The Mercer Group Factor Evaluation System (FES). Such systems are used to provide numerical rankings for classifications and positions. A detailed description of our job measurement methodology is included as Attachment B: Factor Evaluation. During the classification process, we will address the issues of parity among departments, appropriate titles, consolidation of classifications, creation of new classifications and logical career ladders.

After the completion of the interviews and the application of the Factor Evaluation System, the consultants will meet with each Department Head to review the preliminary factoring for the position is her/his department. This is a time that the consultants will be able to obtain clarifications on issues with any positions that were not clear in the interview and questionnaire. These meetings help familiarize the Department Heads with how the classification system works. The preliminary factoring will also be reviewed with the principal client(s) from an organizational prospective.

After the recommendations have been approved, copies of the recommended class specifications, and title changes should be provided to incumbents for review. Should an employee feel that his/her recommended classification is inaccurate; an appeal may be made to the Review Committee. The make-up of the Review Committee will be established at project orientation. We will recommend a methodology to make the process fair and non-threatening to the individual employees.

A copy of the Position Questionnaire and the Factor Evaluation System are attached. Please see, Attachment A and Attachment B.

Phase III

STEP 3. Market Analysis

Using the specifications developed through the questionnaire/interview process, we will work with the organization to select a representative number of positions to be used as "benchmarks" for a market comparison survey, including data for each market organization.

The survey instrument will be developed as part of our assessment and understanding of the needs of the organization. We recommend that a broad base of private and public organizations be used. Through meetings with management we will work together to identify the organizations to be included in this survey.

The survey instrument will be customized for the organization and left with the organization for continued use in maintaining the system. All information will be analyzed by The Mercer Group, Inc. and a detailed report will be prepared regarding the responses. This analysis and report will be done on Excel spreadsheets and provided to the organization with training on how to update the spreadsheets in maintaining the system.

We recommend that the market analysis survey be repeated in its entirety at least once every two years with parts of it used more often. We will provide the organization with the instrument and training in the analysis of data.

Using the market research data, a set of specific recommendations regarding the level of Compensation for all classes will be developed. In this part of the study, we will:

- Provide pay levels for all classes;
- Provide recommendations on policy decisions such as range widths, new-hire level guidelines, and mechanisms for slotting; and
- Provide alternative implementation strategies for the system, including the cost of each alternative.

Phase IV

STEP 4. FLSA Analysis

Once classifications (jobs) are identified for the new system each position will be preliminarily reviewed and analyzed for the appropriate FLSA designation of Exempt or Non-Exempt, keeping in mind that the final determination of the status must be made for each employee -- employees are exempt or non-exempt, not positions.

STEP 5: Training and System Maintenance

Training will be provided for all appropriate personnel in the administration of the new Compensation and Classification systems, including:

- The Factor Evaluation System for classification of new positions and reclassifications as they occur;
- The market survey instrument for continued update of the salary system; and
- Implementation procedures.

We provide telephone consultation for one year following the study. Many of our clients keep us on contract following the first year to assistance as needed. We provide this assistance on at an hourly rate.

STEP 6. Reporting and Documentation

Throughout the project The Mercer Group, Inc. will provide the organization with written or oral updates. Specifically, we will provide:

- Status reports at each step of the process.
- Special reports or requests when policy decisions need to be made.
- Preliminary final report for review by appropriate officials.
- Final report.

We will also make a presentation of findings and recommendations to management, staff and the governing board, as necessary.

RESULTS OF THE CLASSIFICATION PHASE:

- Classification standards for all classes and levels proposed;
- Class specifications for all classifications;
- FLSA designation for exempt or non-exempt status for each employee included in the study (keep in mind that these recommendations [especially for the Administrative and Executive Exemptions] may need to be revisited -at no additional charge - as the proposed 12/2016 changes to FLSA are currently in litigation);
- Allocation of each position to an appropriate classification to ensure internal equity.

RESULTS OF THE COMPENSATION PHASE:

- Development of comprehensive market survey instrument for continued use by the organization;
- Detailed analysis and attendant recommendations regarding total compensation;
- Development of appropriate salary guidelines;
- Assignment of appropriate salary range to each classification;
- Development of written guidelines of the total system.

PROPOSED COSTS/ PRICE PROPOSAL

The not-to-exceed total cost of your **Classification and Compensation Study** will be \$17,950.

This includes all expenses related to 8 days on site spread across 3 separate trips during the course of the study. *If the successful completion of the study should require more trips or more time on site there will be no additional charges.*

If the Town of Waynesville desires true job descriptions (the best example here would be a tailored description for the administrative assistant position in department A as well as a separate tailored descriptions for the administrative assistant positions in departments B, C, and D) the additional cost would be \$75 per description. Class specifications – detailed descriptions of each classified position are included in the price quoted above. If this distinction is unclear, please call us for clarification and discussion – (919) 496-2080.

The Town's cost for The Mercer Group, Inc. for services rendered under this agreement will not exceed the agreed upon price unless an increase is authorized in writing by the organization. We will comply with all applicable laws, rules and regulations of federal, state and local government entities.

Our ability to carry out the work required will be drawn greatly from our experience in providing similar services to others, and we expect to continue such work in the future. We will, to the degree possible, preserve the confidential nature of any information received from you or developed during the work in accordance with our professional standards.

The results obtained, our recommendations and any written material provided by us will represent our best judgment based on the information available to us. Our liability, if any, will not be greater than the amount paid to us for the services rendered.

This proposal constitutes the agreement between The Mercer Group and the Town of Waynesville. It cannot be modified except in writing by both parties. Our agreement will be interpreted according to the laws of the State of North Carolina.

ATTACHMENT A: POSITION QUESTIONNAIRE

(Allocation of space for questions has been reduced for the purpose of including this questionnaire within the body of the response to an RFP from the Town)

Waynesville, North Carolina
POSITION QUESTIONNAIRE

PLEASE PRINT YOUR ANSWERS OR IF YOU WISH TO COMPLETE THIS QUESTIONNAIRE IN ELECTRONIC FORMAT, A TEMPLATED VERSION WILL BE EMAILED TO YOU UPON YOUR REQUEST

Job Title: _____

Name of the person currently in this position: _____

Department: _____

Work station location: _____

This questionnaire was prepared by: _____

Name of this position's supervisor: _____

Title of this position's supervisor: _____

Signature of supervisor indicating that this questionnaire has been reviewed:

In a brief summary, state the basic purpose of your position and how it contributes to the work of your unit, department, or the organization as a whole.

List the duties that best describe the major areas of your job. State the approximate % of time or frequency (daily, weekly, monthly, annually) for each duty.

If the space provided for any item is not sufficient, please continue on another page.

Specific Duty or Job Area:	Frequency or % of Time
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____

1. **Education and Experience:** Please list the level of education, years of experience, and any courses, certifications, or licenses that you think should be required to be hired into your job.

2. **Assignment, Review, and Approval of Work:**

a. Describe how your work is assigned, reviewed, and approved. Who does this review and approval, and how often?

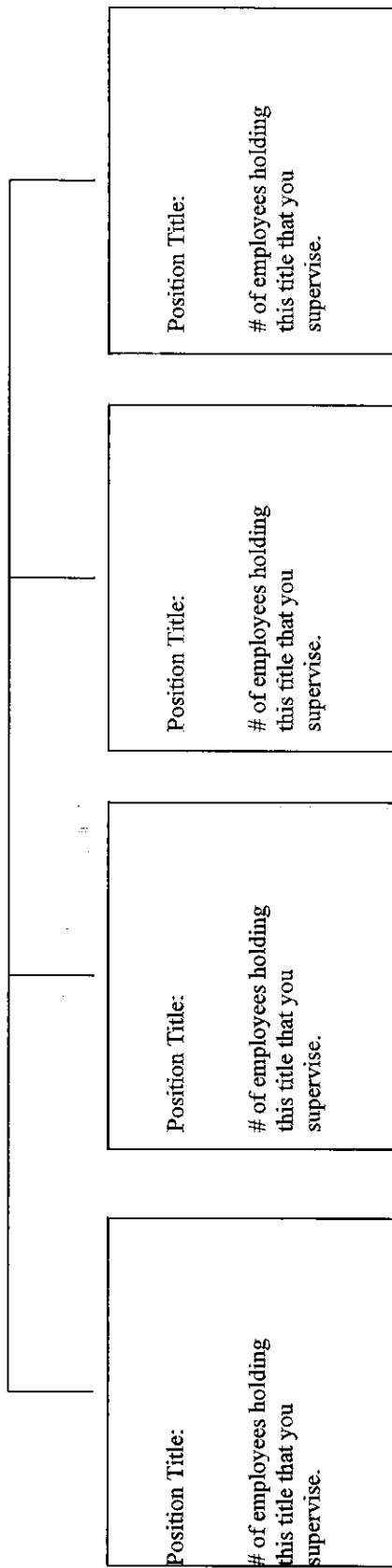
b. Describe any work that does not require approval.

3. **Supervision Given:** Are there other employees of your organization for whom you approve requests for time off, provide input on their performance evaluation, initiate disciplinary action, or provide input on decisions to hire or fire? If yes, please complete pages 4 and 5. Please provide information on pages 4 and 5 for any temporary employees, volunteers, or interns that you may supervise or if you are the supervisor in the absence of your supervisor. If you have no supervisory responsibilities please skip to question 4 at the top of page 6.

3.a.

(Your Supervisor)

(Your Position)



Position Title:

of employees holding this title that you supervise.

Position Title:

of employees holding this title that you supervise.

Position Title:

of employees holding this title that you supervise.

Position Title:

of employees holding this title that you supervise.

(Draw additional boxes if necessary.)

Complete the Organization Chart above indicating the job title and name of your immediate supervisor, your own position, and any subordinate positions that report directly to you, including the number of employees holding that position. If available, please attach an organizational chart for your unit or Department.

3.b. List below the primary functions and responsibilities of any *Subordinate Positions* that report directly to your position. Where multiple employees holding the same job title and who are performing the same job functions are involved, group these together and indicate the total number of positions in the parenthesis following the job title.

Job Title	Number of employees	Primary Function/Duties
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____
_____	()	_____

4. **Guidelines:** What job duties do you perform for which there are no policies, procedures, guidelines or industry standards?

5. **Complexity:** What job duties do you perform that: 1) Were extremely difficult to learn or; 2) Involve a large number of intricate tasks or; 3) You must use creative or original thinking to decide how to begin or complete?

6. **Scope and Effect:** Within the organization or the general public, whom does your work affect? Describe this effect.

7. Personal Contacts outside the Organization:

Outside the Organization, what types of personal contacts must you make to do your job?:

8. Purpose of Contacts Outside of the Organization:

What is the purpose of each of the personal contacts listed above?

9. Physical demand: How much physical exertion or mobility does your position require? How often are you required to be mobile or use physical strength?

10. Work environment: List any dangers or severe or unusual environmental conditions connected with your job and how often you must deal with these dangers or conditions. What special protection is needed or is available to protect you while working?

11. List the types of equipment that you use to do your job.

12. Hardest Part of Your Job: What is the hardest or most difficult part of your job? Why?

13. Additional Information:

Provide any additional information that you feel should be in this Position Questionnaire in order to accurately describe the duties and responsibilities of your position. This can include information for topics covered in the questionnaire, or comments about any other areas of your job that will give a better understanding of the work that you do.

REVIEW BY IMMEDIATE SUPERVISOR

1. Please provide your comments, exceptions, or additions to any of the employee's responses to the topic areas of this Position Questionnaire.

2. What do you consider to be the most important duties of this position?

REVIEW BY DEPARTMENT HEAD

Please provide your own comments relating to the responses of the incumbent and/or the Supervisor, and any additional information that might be appropriate to properly define the duties and responsibilities of this position.

Signature of the Department Head indicating review of the questionnaire:

ATTACHMENT B: FACTOR EVALUATION

THE MERCER GROUP, INC.

FACTOR EVALUATION SYSTEM OVERVIEW

Each functional position will be analyzed and assigned a level for all 10 factors outlined below, based on the completion of a position questionnaire followed by an interview. **In cases where employees hold the same position title but are of the opinion that their duties are materially different, separate interviews and factoring will be done.**

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION

Factor 1 measures the nature and extent of information or facts which the worker must understand to do acceptable work (e.g. steps, procedures, practices, rules, policies, theories principle, and concepts) and the nature and extent of the skills needed to apply that knowledge. To be used as a basis for selecting a level under this factor, a knowledge must be required and applied.

FACTOR 2. SUPERVISORY CONTROLS

"Supervisory controls" covers the nature and extent of direct or indirect controls exercised by the supervisor, the employee's responsibility, and the review of completed work. Controls are exercised by the supervisor in the way the assignments are made, instructions are given to the employee, priorities and deadlines are set, and objectives and boundaries are defined. Responsibility of the employee depends upon the extent to which the employee is expected to develop the sequence and timing of various aspects of the work, to modify or recommend modification of instructions, and to participate in establishing priorities and defining objectives.

The degree of review of completed work depends upon the nature and extent of the review (close and detailed review of each phase of the assignment, detailed review of the finished assignment, spot-check of finished work for accuracy, or review only for adherence to policy).

FACTOR 3. SUPERVISION EXERCISED

Factor 3 measures the knowledge that may be required to supervise or manage small or specialized organizational units, mid-level divisions, and major operations within the total organization or the entire organization.

FACTOR 4. GUIDELINES

This factor covers the nature of guideline and the judgment needed to apply them. Guides may include manuals, established policies and procedures, engineering handbooks or the organization's personnel manual. The guidelines may be related to the specific occupation rather than organizational. For instance, a CPA may work under specific guidelines imposed by the profession rather than the organization.

Individual jobs in different occupations vary in the specificity, application and availability of guidelines for performance of assignments. Consequently, the constraints and judgmental demand placed upon employees also vary. For example, the existence of specific instructions, procedures and policies may limit the opportunity of the employee to make or recommend decisions or actions. In the absence of procedures or under broadly stated objectives, employees in some occupations may use considerable judgment in researching literature and developing new methods.

FACTOR 5. COMPLEXITY

This factor covers the nature, number, variety, and intricacy of tasks, steps, processes or methods in the work performed; the difficulty in identifying what needs to be done; and the difficulty and originality involved in performing the work.

FACTOR 6. SCOPE AND EFFECT

Scope and effect covers the relationship between the nature of the work, i.e. the purpose, breadth and the depth of the assignments and the effect of the work products or services both within and outside the organization. Effect measures such things as whether the work output facilitates the work of others, provides timely services of a personal nature, or impacts on the adequacy of decisions.

FACTOR 7. PERSONAL CONTACTS

This factor includes face-to-face contacts and telephone and radio dialogue with persons not in the supervisory chain. Levels described under this factor are based on what is required to make the initial contact, the difficulty of the communicating with those contacted, and the setting in which the contact takes place.

Above the lowest level, points should be credited under this factor only for contacts which are essential for successful performance of the work and which have a demonstrable impact on the difficulty and responsibility of the work performed.

The relationship of Factors 7 and 8 presumes that the same contacts will be evaluated for both factors. Therefore, use the personal contact which serves as the basis for the level selected for Factor 8 as the basis for selecting a level for Factor 7.

FACTOR 8. PURPOSE OF CONTACTS

Purpose of personal contact range from factual exchanges of information to situations involving significant or controversial issues and differing viewpoints, goals or objectives. The personal contacts which as the basis for the level selected for this factor must be the same as the contact which are the basis for the level selected in Factor 7.

FACTOR 9. PHYSICAL DEMANDS

The "Physical Demands" factor includes physical characteristics and abilities (e.g. agility and dexterity requirements) and the physical exertion involved in the work (e.g. stooping, bending, climbing, walking, or running). To some extent the frequency or intensity of physical exertion must be considered, e.g. is the exertion continuous or on an infrequent basis.

FACTOR 10 WORK ENVIRONMENT

The "Work Environment" factor considers the risks and discomfort in the employee's physical surroundings or the nature of the work assigned and the safety regulations required. Although the use of safety precautions can practically eliminate a certain danger or discomfort, such situation typically place additional demands upon the employee in carrying out safety regulations or wearing protective equipment.

AFFIDAVITS – Signed form to be returned with proposal

NON COLLUSION AFFIDAVIT

1. Vendor fully understands the preparation and contents of the attached offer and of all pertinent circumstances respecting such offer;
2. Such offer is genuine and is not a collusive or sham offer;
3. Neither the said vendor nor any of its officers, partners, owners, agents, representatives, employees or parties interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other responder, firm, or person to submit a collusive or sham offer in connection with the contract or agreement for which the attached offer has been submitted or to refrain from making an offer in connection with such contract or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the offer price or the offer price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town of Waynesville or any person interested in the proposed contract or agreement; and
4. The price or prices quoted in the attached offer are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

AFFIDAVIT OF ELIGIBILITY

1. The vendor is not ineligible for employment on public contracts as a result of a conviction or guilty plea, mail fraud or state criminal violations of the State of North Carolina.
2. No councilman or officer of the Town of Waynesville or other person whose duty it is to vote for, let out, overlook or in any manner superintend any of the work for the Town of Waynesville has a direct interest in the responder.

CONFLICTS OF INTEREST CERTIFICATION

No employee, officer or agent shall participate in the selection, or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- The employee, officer or agent,
- Any member of immediate family
- An organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award.

Officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from vendors, potential vendors, or parties to sub-agreements. By submission of this form, the vendor is certifying that no conflicts of interest exist.

The undersigned hereby acknowledges receipt of the above applicable laws and verifies that the bid submitted in response to this solicitation is in full compliance with the listed requirements.



Signature

Phillip G. Robertson

Printed Name

Senior Vice President

Title

NOTARY:

Subscribed and sworn to before me this date: 7 April 2020

BY: Joan L. Miller {JLM}

Notary Public

My Commission Expires On: October 5, 2022

EXHIBIT B

The schedule of payments is as follows:

1. One third of the contract amount following orientation.
2. One third of the contract amount following employee interviews and identification of market organizations to be surveyed.
3. One third of the contract amount at the presentation of the draft final report.

After the board accepts the final report we will begin writing the job descriptions that will be priced individually at the \$75 rate we quoted in our proposal.

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: July 28, 2020**

SUBJECT: W. Marshall St. Restroom Project – Award of Contract

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: E6
Department: Recreation Department
Contact: Rhett Langston, Preston Gregg
Presenter: Rhett Langston

BRIEF SUMMARY:

Construction of a public restroom facility located near the park on W. Marshall St. in Waynesville. The proposed structure has been approved at an earlier board meeting this year. It will consist of a slab on grade, wooden framed structure that will take the place of the mobile restrooms that are currently being utilized at the park. The aesthetic appearance will mimic closely to the newly constructed restrooms in downtown Hazelwood.

The project was advertised for three weeks in which local contractors were solicited to bid. From that advertisement, only two contractors chose to bid. The project was issued again for bid in an attempt to receive a minimum of three bids for an additional two weeks in which four bids were received. The following bids were received:

- Shick Construction: \$135,480.00
- Clint Watkins Construction: \$137,500.00
- Live Edge Builders: \$163,556.00
- Lowell Ball, Inc.: \$180,000.00

MOTION FOR CONSIDERATION:

Award contract to Shick Construction in the amount of \$135,480.00

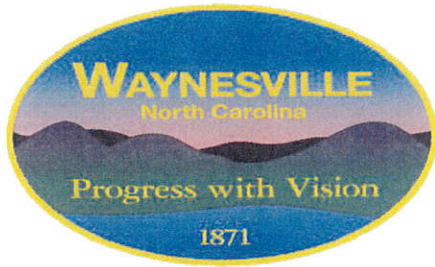
FUNDING SOURCE/IMPACT:

Rec Center – Capital Improvements (106120-545900). Discuss with Finance.

ATTACHMENTS:

- Bids Received

MANAGER’S COMMENTS AND RECOMMENDATIONS: Award contract to Shick Construction as presented.



BID TABULATION

Company Name: _____
 Project Name: Marshall Street Restrooms
 Location: Waynesville, NC
 Engineer: Drye- McGlamery Engineering, PLLC
 Bid Due Date: 07/06/2020, 2:00 PM

Project No.: 2019122

LUMP SUM BID QUANTITIES					Total Amount	BID
Ref #	Bid Item #	Item Description	Price	UNIT		
0	0.000	Permitting	\$0.00	LS	1	\$ -
1	1.001	Rough and Finish Grading	\$0.00	LS	1	\$ -
2	1.002	Foundations and Slab on Grade (Material & Labor)	\$0.00	LS	1	\$ -
3	1.003	Rough Framing(Material & Labor)	\$0.00	LS	1	\$ -
4	1.004	Roofing (Material & Labor)	\$0.00	LS	1	\$ -
5	1.005	Insulating (Material & Labor)	\$0.00	LS	1	\$ -
6	1.006	Drywall (Material & Labor)	\$0.00	LS	1	\$ -
7	1.007	Finish Carpentry (Material & Labor)	\$0.00	LS	1	\$ -
8	1.008	Painting & Staining (Material & Labor)	\$0.00	LS	1	\$ -
9	1.009	Mechanical, Electrical and Plumbing Allowance (Material & Labor)	\$0.00	LS	1	\$ -
10	1.010	Masonry and Stone work (Material & Labor)	\$0.00	LS	1	\$ -
11	1.011	Gutters and Downspouts (Material & Labor)	\$0.00	LS	1	\$ -
12	1.012	Toilet & Stall Partitions - Steel Powder Coated (Material & Labor)	\$0.00	LS	1	\$ -
13	1.013	Bathroom Accessories (mirrors, grab bars, dispensers, hand dryer, changing tables)	\$0.00	LS	1	\$ -
14	1.014	General Contractor Overhead and Profit	\$0.00	LS	1	\$ -
TOTAL BID AMOUNT			\$ 135,480.00			

Assumptions and Clarifications:

- 1.) This project is intended to be a lump sum contract for the restrooms as drawn and detailed on Contract Docs completed by Drye-McGlamery Engineering, PLLC.
- 2.) Contractor to provide estimated start and completion date with bid.
- 3.) Town of Waynesville will self perform all landscaping around building at the completion of contractor's finish grading operation.
- 4.) Mechanical work shall consist of ductless air system sized by qualified mechanical contractor.
- 5.) The awarded contractor will be responsible for pulling a building permit; however the permit fee assessed by the Town will be waived.

I acknowledge, by my signature below, that I received the project plans and understand that the information included in these documents are to be included in my bid.

Signature _____

Print Name MARK SHICK

Company SHICK CONSTRUCTION

Date 7-20-20

Clint Watkins Construction
PO BOX 251
Maggie Valley, NC 28751
828-646-1269
Licensed Contractor NC #71273

Log Homes ~ New Homes ~ Additions ~ Remodels ~ Metal Roofing ~ Excavating and Grading

Date: July 5, 2020

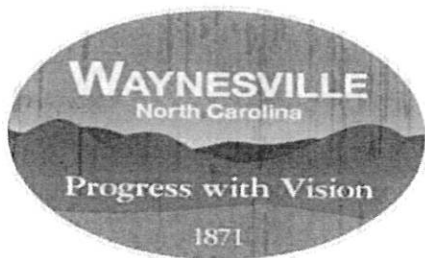
Home/Business Proposal for: Town of Waynesville NC – Marshall Street Restrooms

Quote: \$137,500

Completion Date: 90 days from start date weather permitting

**quote does include landfill fees and tipping charges*


7/17/20



BID TABULATION

Company Name: Live Edge Builders

Project No.: 2019122

Project Name: Marshall Street Restrooms

Location: Waynesville, NC

Engineer: Drye- McGlamery Engineering, PLLC

Bid Due Date: 07/06/2020, 2:00 PM

LUMP SUM BID QUANTITIES					Total Amount	BID
Ref #	Bid Item #	Item Description	Price	UNIT		
0	0.000	Permitting	\$0.00	LS	1	\$ -
1	1.001	Rough and Finish Grading	\$0.00	LS	1	\$ -
2	1.002	Foundations and Slab on Grade (Material & Labor)	\$0.00	LS	1	\$ -
3	1.003	Rough Framing(Material & Labor)	\$0.00	LS	1	\$ -
4	1.004	Roofing (Material & Labor)	\$0.00	LS	1	\$ -
5	1.005	Insulating (Material & Labor)	\$0.00	LS	1	\$ -
6	1.006	Drywall (Material & Labor)	\$0.00	LS	1	\$ -
7	1.007	Finish Carpentry (Material & Labor)	\$0.00	LS	1	\$ -
8	1.008	Painting & Staining (Material & Labor)	\$0.00	LS	1	\$ -
9	1.009	Mechanical, Electrical and Plumbing Allowance (Material & Labor)	\$0.00	LS	1	\$ -
10	1.010	Masonry and Stone work (Material & Labor)	\$0.00	LS	1	\$ -
11	1.011	Gutters and Downspouts (Material & Labor)	\$0.00	LS	1	\$ -
12	1.012	Toilet & Stall Partitions - Steel Powder Coated (Material & Labor)	\$0.00	LS	1	\$ -
13	1.013	Bathroom Accessories (mirrors, grab bars, dispensers, hand dryer, changing tables)	\$0.00	LS	1	\$ -
14	1.014	General Contractor Overhead and Profit	\$0.00	LS	1	\$ -
TOTAL BID AMOUNT			\$ 163,556.00			

Assumptions and Clarifications:

- 1.) This project is intended to be a lump sum contract for the restrooms as drawn and detailed on Contract Docs completed by Drye-McGlamery Engineering, PLLC.
- 2.) Contractor to provide estimated start and completion date with bid.
- 3.) Town of Waynesville will self perform all landscaping around building at the completion of contractor's finish grading operation.
- 4.) Mechanical work shall consist of ductless air system sized by qualified mechanical contractor.
- 5.) The awarded contractor will be responsible for pulling a building permit; however the permit fee assessed by the Town will be waived.

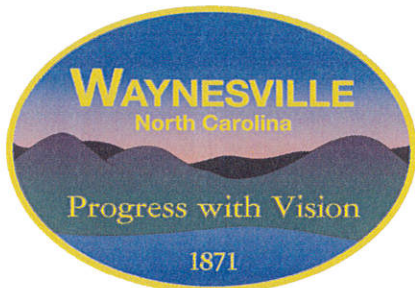
I acknowledge, by my signature below, that I received the project plans and understand that the information included in these documents are to be included in my bid.

Seam McCreary
Signature

Seam McCreary
Print Name

Live Edge Builders
Company

7-6-2020
Date



BID TABULATION

Company Name: _____
 Project Name: Marshall Street Restrooms
 Location: Waynesville, NC
 Engineer: Drye- McGlamery Engineering, PLLC
 Bid Due Date: 07/06/2020, 2:00 PM

Project No.: 2019122

LUMP SUM BID QUANTITIES					Total Amount	BID
Ref #	Bid Item #	Item Description	Price	UNIT		
0	0.000	Permitting	\$0.00	LS	1	\$ -
1	1.001	Rough and Finish Grading	\$0.00	LS	1	\$ -
2	1.002	Foundations and Slab on Grade (Material & Labor)	\$0.00	LS	1	\$ -
3	1.003	Rough Framing(Material & Labor)	\$0.00	LS	1	\$ -
4	1.004	Roofing (Material & Labor)	\$0.00	LS	1	\$ -
5	1.005	Insulating (Material & Labor)	\$0.00	LS	1	\$ -
6	1.006	Drywall (Material & Labor)	\$0.00	LS	1	\$ -
7	1.007	Finish Carpentry (Material & Labor)	\$0.00	LS	1	\$ -
8	1.008	Painting & Staining (Material & Labor)	\$0.00	LS	1	\$ -
9	1.009	Mechanical, Electrical and Plumbing Allowance (Material & Labor)	\$0.00	LS	1	\$ -
10	1.010	Masonry and Stone work (Material & Labor)	\$0.00	LS	1	\$ -
11	1.011	Gutters and Downspouts (Material & Labor)	\$0.00	LS	1	\$ -
12	1.012	Toilet & Stall Partitions - Steel Powder Coated (Material & Labor)	\$0.00	LS	1	\$ -
13	1.013	Bathroom Accessories (mirrors, grab bars, dispensers, hand dryer, changing tables)	\$0.00	LS	1	\$ -
14	1.014	General Contractor Overhead and Profit	\$0.00	LS	1	\$ -
TOTAL BID AMOUNT			\$	180,000.00		

Assumptions and Clarifications:

- 1.) This project is intended to be a lump sum contract for the restrooms as drawn and detailed on Contract Docs completed by Drye-McGlamery Engineering, PLLC.
- 2.) Contractor to provide estimated start and completion date with bid.
- 3.) Town of Waynesville will self perform all landscaping around building at the completion of contractor's finish grading operation.
- 4.) Mechanical work shall consist of ductless air system sized by qualified mechanical contractor.
- 5.) The awarded contractor will be responsible for pulling a building permit; however the permit fee assessed by the Town will be waived.

I acknowledge, by my signature below, that I received the project plans and understand that the information included in these documents are to be included in my bid.

Signature _____

Lowell Ball

Pint Name _____

Lowell Ball, Inc.

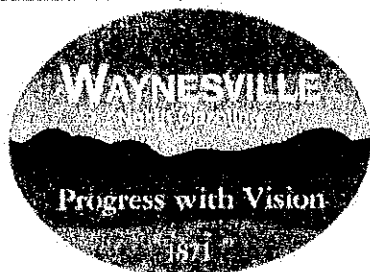
Company _____

7/20/2020
 Date

ABC Board

One Vacancy

Five applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Lori Farrell
STREET ADDRESS 162 Hazel St., Waynesville, NC 28786
MAILING ADDRESS Same
PHONE 828-400-4780
E-MAIL lfarrell@charter.net

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I worked part-time at the Waynesville ABC and have a good relationship with Jay Rasmus (Manager) and Bill Hedges (Asst. Manager).

I have experience/expertise in the following areas and/or have served on the following board or commission:

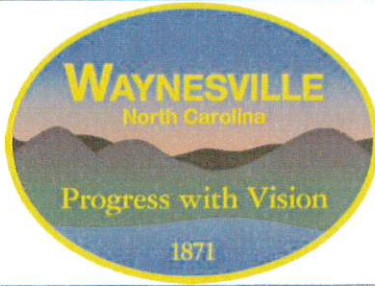
I have 40 yrs. experience as bookkeeper, controller, administrative management so I understand budgets, record keeping and SOP's.

I feel that I can contribute the following to this board or commission Though I don't know details I do have an insight in daily operations of an ABC store. Also, with experience in the hemp industry I can contribute to the conversation of ABC's handling of sales when legalization occurs.

Tell us about yourself and your background: I am currently Administrative Manager at Abundant Labs, an industrial hemp processing facility in Canton. I worked for 10 yrs. in the business office at HCL and prior to moving to Waynesville in 2006, worked 22 yrs as controller for a contractor in Naples, FL.
If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Lori A. Farrell
Signature

6/5/20
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Gary Lance

STREET ADDRESS 203 Breezemont Dr., Waynesville, NC 28786

MAILING ADDRESS P.O. Box 630, Waynesville, NC 28786-0630

PHONE 828-452-4374 (h) 828-421-0542 (cell)

E-MAIL glance@lndavis.com

Please consider me for appointment to the following board(s) or commission(s):

<input checked="" type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input checked="" type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I am a local business person that can contribute to this Board and I know most of the ABC Board members.

I have experience/expertise in the following areas and/or have served on the following board or commission:

President Haywood County Community Foundation for 12 years. Past Chairman of the Independent Insurance Agents of NC Western Agents Conference with over 300 in attendance. Past Board member of the WCU Catamount Club. Past Board member of the DWA.

I feel that I can contribute the following to this board or commission

I believe I have the business acumen to help any Board I participate in and I can work with others easily. I am very good with automation/internet/computer skills if needed?

Tell us about yourself and your background: Graduated WCU with a BS in Industrial Technology. Worked as an engineer for Westinghouse and Rockwell for 7.5 years before coming to the family business, LN Davis Insurance Agency President and active manager of the agency for 30 years.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Gary Lance

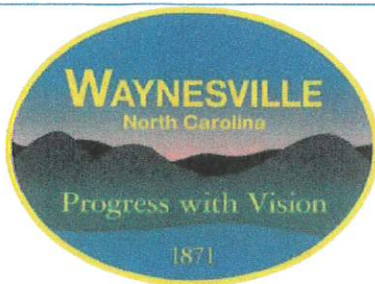
May 22, 2020

Signature

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Katherine C. Smith
STREET ADDRESS 33 Meadowind CT Waynesville, NC 28786
MAILING ADDRESS Same
PHONE 828-506-1879
E-MAIL Kathysmith20charter.net

Please consider me for appointment to the following board(s) or commission(s):

<input checked="" type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I enjoy gaining business insight, working as part of a team to develop strategies to grow business interests. I am a fact finder and negotiator by nature and enjoy working together to realize positive outcomes.
I have experience/expertise in the following areas and/or have served on the following board or commission: I possess:

Management and analytical skills to assist in gaining a competitive edge
Excellent communication, organization, & decision making skills
Balancing organizational needs with governmental regulations

I feel that I can contribute the following to this board or commission: Strategic Planning, Metrics Tracking and Analysis, Negotiation and Problem Solving as well as team building

Tell us about yourself and your background: My educational background and the majority of my work experience has been in Corporate H.R. I am currently working with Edward Jones as a SR. Branch Office administrator - Please see my resume for further details.
If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Katherine C. Smith
Signature

5/22/2020
Date

Katherine C. Smith

Town of Waynesville
Town Clerk's Office
16 South Main Street
P.O. Box 100
Waynesville, NC 28786

May 20, 2020

I am very interested in speaking with you regarding the open position on the Alcoholic Beverage Control Board

I feel my background is in Human Resource Management, Financial Analysis and Management would be an asset to the Board.

I excel in business management, building relationships and meeting deadlines. I am an excellent communicator, highly organized, and enjoy working in a team-based environment. I am an analytical thinker and have a personal commitment to excellence, honesty and integrity. My professionalism, and leadership abilities are among my best qualities and I offer commitment, dedication and enthusiasm to any project.

I look forward to discussing the opportunity in more detail.

Sincerely,



Katherine C. Smith

Katherine C. Smith

33 Meadowind Court Waynesville, North Carolina 28786 | (828)-506-1879 | kathysmith2@charter.net

Summary

I am an experienced professional who utilizes analytical thinking, creativity, leadership and collaborative efforts to realize positive outcomes. A fact finder by nature, I am an effective communicator with excellent planning, team building and organizational skills.

Experience

5/1/17 – Present Edward Jones – Waynesville
Sr. Branch Office Administrator

- Partner with Financial Advisor in office managing over 150 million dollars in assets, insuring that all client needs and goals are met.
- Analyze financial data
- Accurately enter financial data, and confidential information
- Gather financial information for presentation
- Accurately manage client accounts
- Process trades, retirement and estate account processing, etc.

4/25/13 – 3/7/17 Civil Design Concepts, Inc. – Asheville, NC
Administrative Operations Manager

- Project management
- Marketing
- Proposal and contract review
- Staff culture coach
- Evaluation and implementation of processes and procedures
- Recruitment and onboarding of professional staff
- Liaison to third party HR group

9/13/12 – 4/25/13 Relocated to North Carolina

- Miscellaneous volunteer work while seeking employment

11/1/06 – 9/12/12 *Company Now Closed
Tactical Holdings Operations, Inc. – Knoxville, TN
(parent company of Wellco Enterprises)
Corporate Director of Human Resources

- Corporate oversight of all Human Resource Departments for multi-location Government Contractor – NC, TN, GA, OR and Puerto Rico (average 850 employees)
- Strategic planning, development and implementation of policies, procedures, programs and practices in accordance with the organization's objectives and applicable laws.
- Administrator for employee benefits
- Workforce Development and administration of effective recruitment program
- Oversight of all required recordkeeping and reporting including OSHA, EEO, E-Verify, FMLA, Affirmative Action, Pension Plan, 401k, etc.
- Responsible for labor relations for all facilities (US and Puerto Rico) including negotiation of Collective Bargaining Agreements, investigations, conflict resolution and mediation.

4/87 – 11/06 Giles Chemical Corporation - Human Resources & Customer Service Manager

- Workforce development, recruitment and placement.
- Administration of all company benefit plans.
- Ensured that all aspects of the business operated in accordance with State and Federal law as well as Company Policy.
- All related reporting including EEO, AAP, OSHA, etc.
- Managed customer service and administrative staff
- Served as project manager on several new initiatives, including new business start-up.

Education

- Montreat College, Montreat, NC - B. A. Business Administration - Cum Laude

Memberships, Certifications and Trainings

- Former Credentialed Senior Professional in Human Resources - SPHR
- Former SHRM Member
- Past Board Member WNC Community Credit Union
- NC Notary Public
- Graduate of Leadership Haywood
- OSHA – General Industry Safety & Health Training
- ISO Internal Auditor Training
- Past Member of the Haywood County HR Association
- Past Member, Haywood County Job Services Employers Committee
- Past Member, Altrusa International
- Past Board of Directors member - Canton First Baptist Church Foundation
- Past Member, Canton First Baptist Church Personnel Committee

Volunteer Work

- Canton First Baptist Church – Small group facilitator
- Canton First Baptist Church - Operation In As Much and Gum Drop Mission
- Annual Canton First Baptist Youth On Missions Rick Gosnell Memorial Golf Tournament
- Operation Christmas Child Regional Collection Center
- North Canton Elementary School Adopt a School program and Christmas Workshop
- Annual Coat Drive and Toys for Tots Christmas Drive – Morristown, TN

16-Apr-20

Eddie Ward
Town of Waynesville

Eddie , thanks for your letter of the 15th . I would love to serve for one more term on the ABC Board .

Several reasons why . Our finance officer will retire in July and Our manager will retire next year. There will be some decisions made that will effect the results of their leaving . Many years of their work have made the store a success. We need to continue with the best personnel to obtain a good work force. Honest , trustworthy , dependable , polite and courteous and able to do all what is necessary,

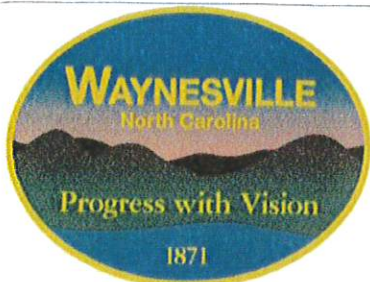
We borrowed a lot of money 5 years ago. With sales up, we hope to pay off our dept in the next 3 years . Once this happens our distributions will increase to the Town and all the others. Law enforcement Education / Rehab , Haywood County

We were one of the first ABC stores in the state to start Safety mesures with counter sales and shorter hours and opening 1 hour early for 65 years and older

The present board . Jack Swanger chairman , Ray Ezell and Danny Wingate make a strong team We feel as a group we can accomplish the necessary steps going forward.

We thank the board for their consideration.

Jack Swanger



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Fred Waring
STREET ADDRESS 90 Bradford Park, Clyde, NC 28721
MAILING ADDRESS same
PHONE 786-493-8588
E-MAIL donfred46@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: There is no particular reason, but I think my years of management in the automobile business will be a benefit to the board.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I am currently on the Haywood Chamber Board, and the Haywood Healthcare Foundation Board, and I served a few years on the United Way board

I feel that I can contribute the following to this board or commission: My connection with the community and ability to communicate with others.

Tell us about yourself and your background: my wife and I moved here 8 years ago. I worked for Autostar Dealerships until I retired 6 months ago. I am a member of the Rotary club of Waynesville.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

[Signature]
Signature

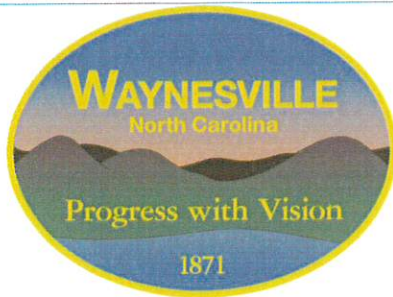
6-18-2020

Date

CEMETERY COMMITTEE

Seven Vacancies

Seven Applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME ELIZABETH W. ATKINSON
STREET ADDRESS 1 BRADFORD CIRCLE, WAYNESVILLE, NC 28786
MAILING ADDRESS (SAME AS ABOVE)
PHONE (828) 456-9928
E-MAIL elizabethatkinson@att.net

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input checked="" type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: I SERVED ON THIS SAME COMMITTEE LAST TERM AND WAS VERY IMPRESSED WITH THE ACTIONS. I WOULD ENJOY CONTINUING THE RELATIONSHIPS WITH OTHER COMMITTEE MEMBERS AND BEING A SERVICE TO OUR TOWN OF WAYNESVILLE.

I have experience/expertise in the following areas and/or have served on the following board or commission:

CEMETARY COMMITTEE &
10 COUNTRY CLUB PROPERTY OWNERS ASSOC. (SEC/TREAS.)

I feel that I can contribute the following to this board or commission

INTEREST IN PRESERVING THE BEAUTY AND REVERENCE OF OUR GREENHILL CEMETARY

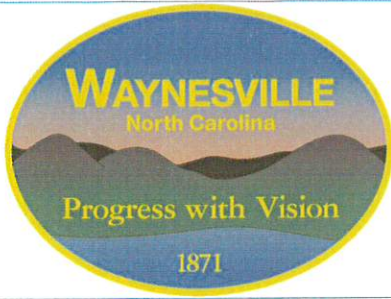
Tell us about yourself and your background: I HAVE LIVED HERE IN WAYNESVILLE ALL MY LIFE (83 YRS.) AND AM PROUD OF OUR TOWN. I WORKED FOR ANDERSON AUTO CENTER FOR OVER 43 YEARS AS THE ACCOUNTING MANAGER.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Elizabeth W. Atkinson
Signature

4/7/2020

Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME JAMES R. BURKE

STREET ADDRESS 1 FLOPPY EAR TRAIL

MAILING ADDRESS SAME

PHONE 802-780-8110

E-MAIL VTGATEKEEPER@GMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input checked="" type="checkbox"/> Cemetery Committee | |

I am interested in serving on this board or commission because: I WAS ON THE COMMITTEE FOR THE REWRITE OF THE ORDINANCE

I have experience/expertise in the following areas and/or have served on the following board or commission:

CEMETERY COMMITTEE HERE IN WAYNESVILLE, SELECT BOARD IN WILMINGTON VT. #6 YEARS, CEMETERY COMMISSIONER AND CEMETERY SECTION IN WILMINGTON VT. #8 YEARS, HEAVY CEMETERY KNOWLEDGE OF WILMINGTON

I feel that I can contribute the following to this board or commission MY KNOWLEDGE OF CEMETERIES, WHAT GOES ON, HOW THEY WORK

Tell us about yourself and your background: EXPLAINED UP ABOVE, I ALSO WORK FOR MYSELF AND I AM VERY FLEXIBLE FOR MEETING TIMES.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

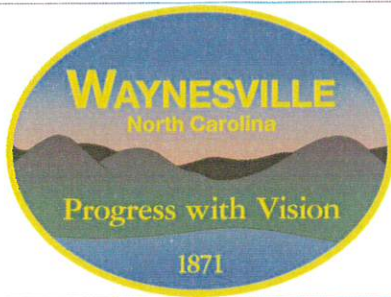
Signature

May 13, 2020

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME EDWIN FISH

STREET ADDRESS _____

MAILING ADDRESS P.O. BOX 1061 CLYDE, NC 28721

PHONE 828 593-2289

E-MAIL _____

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input checked="" type="checkbox"/> Cemetery Committee | |

I am interested in serving on this board or commission because: HAVING SERVED ON THE BOARD THIS YEAR, I STILL SEE A LOT OF THINGS TO IMPROVE GREEN HILL. PLUS FINISHING THE HOUSE INTO A CEMETERY OFFICE TO BETTER SERVE FAMILIES
~~THE HOUSE ITSELF~~

I have experience/expertise in the following areas and/or have served on the following board or commission:

BEING A 20 YEAR RETIREE OF THE TOWN OF WAYNESVILLE + HAVING HAD MY FATHER + BROTHER IN LAW SERVE AS CARETAKERS OF GREEN HILL + DICHERS HILL I HAVE BEEN FAMILIAR WITH THESE CEMETERIES SINCE MY FATHER STARTED IN 1967

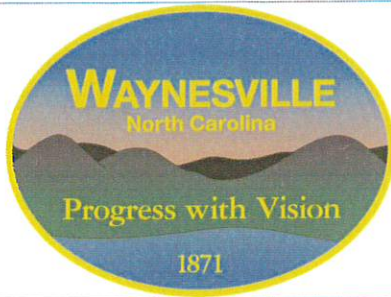
I feel that I can contribute the following to this board or commission GREAT LEADERSHIP TO CONTINUE THIS COMMITTEE THAT THE MAYOR + BOARD HAS STARTED

Tell us about yourself and your background: 20 YEAR RETIREE FROM TOWN OF WAYNESVILLE AS VEHICLE FLEET MANAGER - EQUIPMENT MECHANIC + FAMILIAR WITH DAY TO DAY OPERATIONS + CEMETERY EQUIPMENT

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Edwin Fish
Signature

5-15-20
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Sandy Giles
STREET ADDRESS 120 Crum Dr. Lake Junaluska, 28745
MAILING ADDRESS same
PHONE H- 828-456-3382 C- 828-500-5103
E-MAIL _____

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input checked="" type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: I have served for the past year and feel we still have work to do.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Retired United Methodist clergy

I feel that I can contribute the following to this board or commission 37 years experience with funerals, cemeteries, families as a pastor

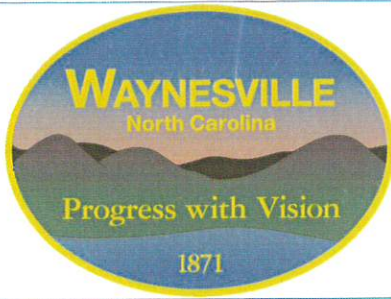
Tell us about yourself and your background: See above

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Sandy Giles 4-16-20
Signature Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Randy Mathis
STREET ADDRESS 23 Tipton Hill Rd. Leicester, N.C.
MAILING ADDRESS 28748
PHONE 828-712-9420
E-MAIL chazpc@bellsouth.net

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input checked="" type="checkbox"/> Cemetery Committee | |

I am interested in serving on this board or commission because: _____

I have experience/expertise in the following areas and/or have served on the following board or commission:

I am currently serving on the Cemetery
Committee.

I feel that I can contribute the following to this board or commission _____

Tell us about yourself and your background: _____

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Randy E. Mathis Date 04/20/20

TOWN OF WAYNESVILLE, NORTH CAROLINA

Additional Pages and/or a resume may be attached but is not required

NAME WARREN PUTNAM
STREET ADDRESS 189 Cloverhill Rd Clyde, NC 28721
MAILING ADDRESS P.O. Box 53, Lake Junaluska, NC 28745
PHONE 828 - 734 8159
E-MAIL ~~WARREN~~ WARREN-PUTNAM@yahoo.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input checked="" type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I HAVE FAMILY AND FRIENDS BURIED THERE AND I WANT TO HAVE INPUT ON ORD- FOR THE CEMETARY. I DON'T WANT TO SEE THIS CEMETARY TRASHED UP.

I have experience/expertise in the following areas and/or have served on the following board or commission:

How to relate to the public and how town ORDINANCES work and applied.

I feel that I can contribute the following to this board or commission How to keep the Cemetery the way it should be and help develop good strong ORDINANCES as needed

Tell us about yourself and your background: I RETIRED FROM TOWN OF WAYNESVILLE IN 2012 AS A CODE ENFORCEMENT OFFICER AND FIRE INSPECTOR AND FIRE MAN

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.



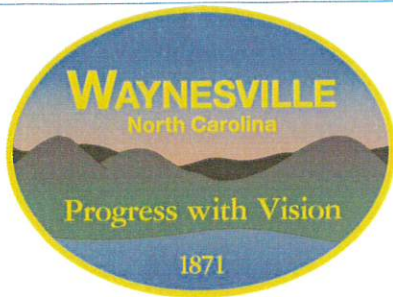
Signature

6-26-2020

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Bill Revis
STREET ADDRESS 160 Chelsea Rd. Waynesville
MAILING ADDRESS SAME
PHONE 828 456 8440
E-MAIL brevis160@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input checked="" type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: see ATTACHED #1

I have experience/expertise in the following areas and/or have served on the following board or commission: ATTACHED #2

I feel that I can contribute the following to this board or commission: ATTACHED #3

Tell us about yourself and your background: see ATTACHED

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Bill Revis Date 5/25/2020

CEMETERY COMMITTEE

#1. I am interested in serving on this board or commission because:

As a present committee member, I would like to continue in this capacity to help guide and implement the new ordinance which was recently adopted by the town of Waynesville.

#2. I have experience/expertise in the following areas and/or have served on the following board or commission:

As a committee member, I have attended several workshops presented by the Town of Waynesville on the management, budget and rules for the cemetery. Being on the Historic Preservation Commission, I was involved in the process for the cemetery to be placed on the National Historic Register. I developed signage for the cemetery entrance. I researched and participated in the yearly historic tours.

#3. I feel that I can contribute the following to this board or commission:

With my knowledge of the many aspects concerning the cemetery, I feel I can make neutral, positive decisions on matters that the committee will be presented with.

WILLIAM MARCELL REVIS

160 Chelsea Road
Waynesville, NC 28786
(828) 456-8440
brevis160@gmail.com

Skills

Participated in numerous training seminars in sales design and team building for the Atlanta region. VP of Planning Society at Appalachian State. Former member of the Waynesville Merchants Association and Chairman of the Revitalization Committee.

Experience

January 2007 - March 2013

DeKalb Office Environments, Inc., Alpharetta, GA – *Major Furnishings Dealer for Southeast Fortune 500 Companies*

- Executive sales associate for SunTrust Bank, Atlanta.
- Responsible for corporate standards and furnishings.
- Awarded top sales recognition yearly.

March 1984 - January 2007

Ivan Allen Company, Atlanta, GA – *Major Dealer/Executive Sales Associate*

- Atlanta/Southeast contract furnishings and design dealer.
- Sales contracts and corporate standards development included SunTrust, Bank of America and Turner Broadcasting/CNN accounts.
- Awarded top sales recognition yearly.

December 1980 - March 1984

Talman's Office Systems and Design, Asheville, NC – *Sales and Design Staff Member*

- Accounts included Mission Hospital and various Doctor's Parks.

November 1979 - December 1980

Talman's of Waynesville, Waynesville, NC – *Manager*

- Responsible for daily operation of furniture, office supplies and Hallmark Store.
- Top sales and Merit sales awards.

November 1976 - October 1979

Elkorn Village Inn and Condominiums, Sun Valley, ID - *Evening Manager*

- Responsible for housekeeping, maintenance, food and beverage and front desk operations for 146 room hotel and 213 condominiums.

1974 - 1976

Town of Waynesville, Waynesville, NC - *Assistant to City Manager*

- Duties included research for funding grants, surveys for public works department, ranger for the watershed and interoffice management.

Education

Wingate College, Wingate, NC - *General Education*

Appalachian State University, Boone, NC - *B.A. in Urban Planning and Geography*

Appalachian State University, Boone, NC - *M.A. in City Management and Public Administration*

References

Furnished upon request

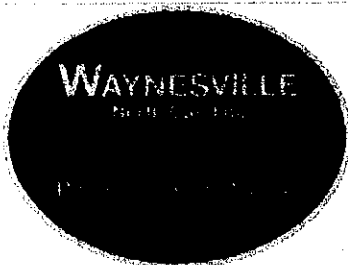
Family History

My ancestors immigrated from England to Virginia in the 1630s. James Pickey Scates, my great, great grandfather, settled in the Hazelwood area in 1868. He fought in the Civil War and was a member of the Palmetto Sharp Shooters. He is buried in Green Hill Cemetery. J.P. Scates, my great grandfather, was mayor and magistrate for Hazelwood in the early 1900s. H.B. Milner, my grandfather, was in real estate and owned several businesses in the west Waynesville area. He was very instrumental in the development of Balsam Road from the 1920s - 1940s.

HISTORIC PRESERVATION COMMISSION

TWO VACANCIES

FOUR APPLICANTS



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Rodney Conard
STREET ADDRESS 138 Church St
MAILING ADDRESS 138 Church St
PHONE 828 734 6672
E-MAIL RODNEYCONARD@ME.COM

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|--|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input checked="" type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I have always been interested in the history of Waynesville and would like to be part of a group that can help preserve the history of Waynesville.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have knowledge of the history of Waynesville and own and helped preserve them for future generations. I served on the DWA Board, I also own several successful businesses in Downtown.

I feel that I can contribute the following to this board or commission— I hope I can contribute excitement, passion and I can do much more to the board.

Tell us about yourself and your background: I have lived and worked in Waynesville most of my adult life from buying tables to working in subports to running the production dept. of The local newspaper. Waynesville has been my life.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

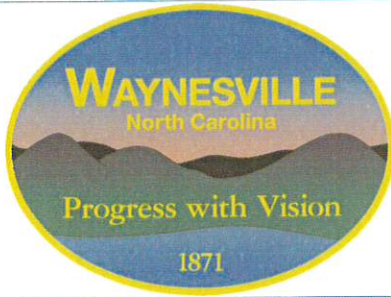
Signature

6/17/20

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Bill Revis
STREET ADDRESS 160 Chelsea Rd. Waynesville
MAILING ADDRESS same
PHONE 828 456 8440
E-MAIL brevi160@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input checked="" type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: see Attached #1

I have experience/expertise in the following areas and/or have served on the following board or commission: Attached #2

I feel that I can contribute the following to this board or commission: Attached #3

Tell us about yourself and your background: see Attached

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Bill Revis 5/25/2020
Signature Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

HISTORIC PRESERVATION COMMISSION

#1. I am interested in serving on this commission because:

I would like to finish the projects with which I am currently involved; the planning for the Sulfur Springs Historical Park and Learning Center, signage for Green Hill Cemetery, South Main Street DOT project and the study to identify additional historic districts in Waynesville.

#2. I have experience/expertise in the following areas and/or have served on the following board or commission:

I have an in-depth knowledge of Waynesville and its history. Over the last three years I have been a very active member of the Historic Preservation Commission.

#3. I feel that I can contribute the following to this board or commission:

With a background in planning and executive sales, I feel that I perceive the importance of understanding both sides of issues that the commission will face in the next three years.



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Merritt Tongen
STREET ADDRESS 182 Timothy Ln., Waynesville, NC 28786
MAILING ADDRESS same as above
PHONE 828-734-1483 (cell) 828-452-2876 (office)
E-MAIL mtongen@indavis.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|--|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input checked="" type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I live in a historic area of town (off Sulphur Springs Rd.) and am interested in learning about our local history. I want to make sure it is preserved for future generations to come.

I have experience/expertise in the following areas and/or have served on the following board or commission:

While I do not have any experience serving on a prior historic board, I have a passion for serving our community and educating others on the rich history of our town.

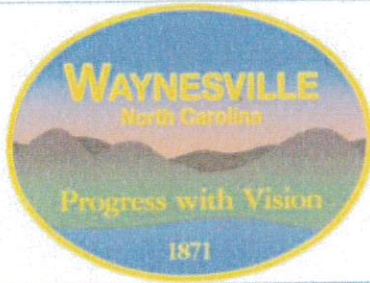
I feel that I can contribute the following to this board or commission: I am hard-working, eager to serve, and organized. I have experience with organizational planning and community involvement.

Tell us about yourself and your background: I am a 30 year old native of Waynesville. I recently moved into the old Sloan home on Timothy Ln. I am fourth generation in our family insurance agency. I look forward to serving on this board if chosen.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Merritt Tongen
Signature

6/16/2020
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Gregory Lee Wheeler
STREET ADDRESS 329 Bellevue Road Waynesville NC 28786
MAILING ADDRESS Same as above
PHONE 828 279-7087
E-MAIL whealerman1love@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input checked="" type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I previously served on the Planning and Steering Committee and enjoyed the opportunity. Being born and raised in Waynesville, I am concerned about our historic buildings and landmarks.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Planning and Steering Committee; Pigeon Community Center Board; Western North Carolina Community Health Services Board; Board Chair & on Western North Carolina AIDS Project Board

I feel that I can contribute the following to this board or commission: African American perspective; self-employed; leadership Asheville / San Francisco graduate

Tell us about yourself and your background: Community involvement; leadership trained adult educator; 1975 Graduate Tuscola High School; traveled / worked extensively abroad;

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Gregory Wheeler

6/3/2020

Signature

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

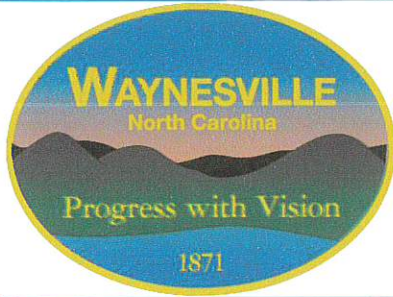
PLANNING BOARD

Three Vacancies

One must be from ETJ

Six Applicants

One of which is from ETJ



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Stuart W Bass
STREET ADDRESS 297 Grandview Circle
MAILING ADDRESS Waynesville NC 28786
PHONE 919 452 9424
E-MAIL swbass8220@icloud.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board <u>ETJ</u>
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: area of interest and expertise.

I have experience/expertise in the following areas and/or have served on the following board or commission:

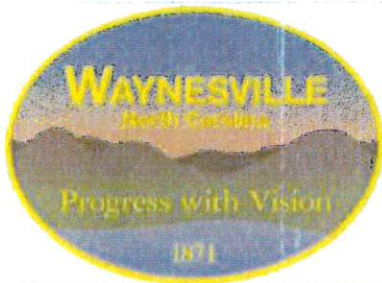
Planning, Zoning, Local Government
Raleigh Historic Districts Commission

I feel that I can contribute the following to this board or commission bring a professional point of view, as well as that of a property owner.

Tell us about yourself and your background: Professional planner, 30 plus years experience, NC native, moved to Waynesville 6 months ago.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Stuart W. Bass 6/7/20
Signature Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME WILLIAM TRAVIS COLLINS

STREET ADDRESS 227 BOYD AVENUE WAYNESVILLE NC 28786

MAILING ADDRESS SAME AS ABOVE

PHONE 828.421.8654

E-MAIL wttraviscollins1@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because:

PLEASE SEE ATTACHED RESPONSES

I have experience/expertise in the following areas and/or have served on the following board or commission:

I feel that I can contribute the following to this board or commission

Tell us about yourself and your background:

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

Date



TC

TRAVIS COLLINS

227 BOYD AVENUE WAYNESVILLE NC 28786
TELEPHONE: 828.421.8654

OBJECTIVE

To serve on the Town of
Waynesville, NC Planning Board

SKILLS

Strategic Planning
Strong Communication Skills
Proven Problem Solver
Culture Builder
Growth Mindset Leader

EXPERIENCE

PRINCIPAL • ENKA INTERMEDIATE SCHOOL • 7/18 - PRESENT

Reduction of staff turnout rate from 57% the previous 2 years to 2% in 18 months. Increase in student performance scores with regards to both proficiency and growth.

PRINCIPAL • TUSCOLA HIGH SCHOOL • 7/14 - 6/18

Haywood County Schools Principal of the Year 2016-17. Student proficiency, growth, ACT, scores rose every year from year 1 to year 4. Moved from a "C" school to a "B" school under NC School Report Card analysis.

PRINCIPAL • CANTON MIDDLE SCHOOL • 7/12 - 6/14

Increase in student achievement scores with regards to both proficiency and growth. C.M.S. test scores ranked among the top 35% of middle schools in North Carolina by the summer of 2014.

PRINCIPAL • MEADOWBROOK ELEMENTARY SCHOOL • 7/08 - 6/12

Enrollment increase of 25% while enrollment throughout the rest of the school system declined over same period of time. Moved from one of lowest performing elementary schools to among the highest in five-year period.

Other professional experiences and references available upon request.

EDUCATION

**MASTERS OF SCHOOL ADMINISTRATION • MAY 2002 • WESTERN
CAROLINA UNIVERSITY**

North Carolina Principal Fellow, 4.0 GPA



TC

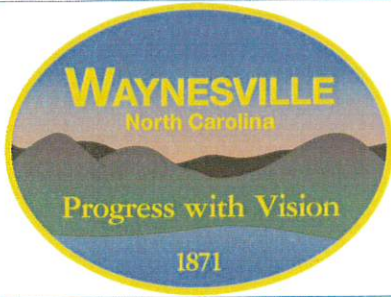
TRAVIS COLLINS

227 BOYD AVENUE WAYNESVILLE NC 28786
TELEPHONE: 828.421.8654

**BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION • DECEMBER 1995 •
WESTERN CAROLINA UNIVERSITY**

LEADERSHIP EXPERIENCE

2013-2014 NC Aspiring Superintendent Fellows Program
2011-2013 President, North Carolina Principals and Assistant Principals Association
2011-2013 North Carolina State Superintendent's Advisory Council
2011-2013 Governor's Task Force on Educator Effectiveness
2008-2009 President, Haywood County Schools Principals and Assistant Principals Association
Eagle Scout, Boy Scouts of America, March 1987



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Robert Herrmann

STREET ADDRESS 627 Hickory Drive

MAILING ADDRESS SAME

PHONE 828-456-3162

E-MAIL bob.clu627@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Cemetery Committee | |

I am interested in serving on this board or commission because:

I am currently serving on the Planning Board and would like to continue.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I feel that I can contribute the following to this board or commission

Tell us about yourself and your background: _____

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Robert Herrmann May 20, 2020
Signature Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME JOSEPH LIPARI
STREET ADDRESS 156 JOHNSON HILL DRIVE
MAILING ADDRESS ✓
PHONE 828 550-1491
E-MAIL JOS45EPH@GMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I WANT TO ADD TO THE COMMUNITY

I have experience/expertise in the following areas and/or have served on the following board or commission:

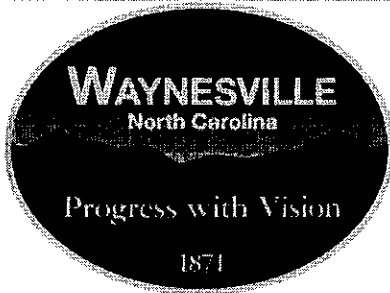
SERVED WHEN I LIVED IN COTTONWOOD, AZ. NEAR SEDONA.

I feel that I can contribute the following to this board or commission MATURITY (AGE 75)

Tell us about yourself and your background: EX-NAVY FROGMAN (U.D.I.T.)
VICTNAM VETERAN.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Joseph Lipari Date 6-18-2020



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Jason Ray Rogers

STREET ADDRESS 28 Counsel Place, Waynesville, NC

MAILING ADDRESS 28 Counsel Place, Waynesville, NC

PHONE 828-400-4703

E-MAIL jason.rogers@buncombecounty.org

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: _____

The organization and look of the Town for its citizens and visitors is important. Over the last three years some good work has been done in this area and feel I would like to be part of the continuance of this work.

I have experience/expertise in the following areas and/or have served on the following board or commission: I am a Certified Building Inspector with a Certified Zoning Administrator certificate. I worked for the town when the current rules began and I am familiar with the state and local regulations. I currently serve on the Planning Board.

I feel that I can contribute the following to this board or commission _____

I have extensive knowledge of the town's rules and regulations and this is my home town that I am passionate about.

Tell us about yourself and your background: I live in east Waynesville currently. I have my wife and two children at home. I work for Buncombe County Permits and Inspections. I have lived in Waynesville my entire life.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

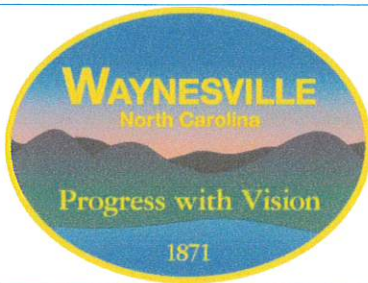
Jason Ray Rogers
Signature

5-26-2020

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME John Thornton (Tommy) Thomas, Jr.
STREET ADDRESS 594 Country Club Drive Waynesville NC
MAILING ADDRESS same
PHONE 301 821 7539
E-MAIL Tommy_Thomas2@hotmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I would like to give the Town of Waynesville the benefit of my life time experience for the betterment of all citizens.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Please see the attached resume for experience/expertise.
Further, I am a board member of the Haywood County Watershed Review Board.

I feel that I can contribute the following to this board or commission My wife Shelley and I are full time residents of Waynesville and would like contribute my time, expertise and services.

Tell us about yourself and your background: I have over 55 years of planning, site development, construction management and general contracting. I teach fly rod making at Haywood Community College and fly fishing for Haywood County Recreation Department.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

May 20, 2020

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

John Thornton (Tommy) Thomas, Jr. , CCM, FCMAA

**594 Country Club Drive
Waynesville, NC 28786**

Home Phone: 828-246 -6023

Cell: 301-821-7539

email: tommy_thomas2@hotmail.com

Professional Objective

- **Construction Executive**
- **Construction Estimator**
- **Construction Manager**

Education

- **Virginia Polytechnic Institute**
- **Bachelor of Science Civil Engineering**
- **Military Science Degree Va Tech Corp of Cadets**
- **June 1970**

Professional Experience

- **Chief executive managerial skills in all facets of commercial and institutional construction and real estate development**
- **Consistent record of highly profitable results in all areas of career endeavors**
- **Extensive experience in project management with a strong record of proactive managerial skills, with constant focus on and attention to details**
- **Proficient in competitive estimating in a wide variety of arenas, to include Construction Management, General Contracting, Pre-Construction and Real Estate Development**
- **Hold a Top Secret clearance with the Federal Bureau of Investigation (FBI) Department of Justice**
- **Professional designation as Certified Construction Manager. CCM's are individuals who have voluntarily met the prescribed criteria with regard to formal education, field experience and demonstrated capability and understanding the CM body of knowledge. The CCM program is sponsored by the Construction Management Association of America (CMAA) in concert with the Construction Management Certification Institute and is ANSI Certified.**
- **Elected to the College of Fellows (FCMAA) one of only 60 Construction Management practitioners worldwide to have been distinguished with the CMAA Fellow honor. The Fellows designation is one of CMAA's highest honors, conferred upon industry leaders who have made significant contributions to their organizations, the industry and their profession.**
- **Received the CMAA's Chairman's Award and Distinguished Service Award.**
- **Possess excellent skills in accounting and financial management with accurate reflection of intermediary and final cost and profitability pictures**

Employment History

Tetra Tech FC

Construction Manager

Federal Bureau of Investigation (FBI)

Department of Justice

Biometrics Technology Center

Criminal Justice Information Services (CJIS)

March 2009 --- January 2016

- **Performed as Construction Manager for the Biometrics Technology Center in Clarksburg, West Virginia from pre-construction to final construction completion.**
- **Managed a team of inspectors, monitors, estimators and accounting personnel that exceeded sixty individuals. Team included professional engineering disciplines as well including Mechanical, Electrical, Plumbing and Life Safety.**
- **Presided over all Progress Meetings, in-house managerial meetings and coordination meetings with all parties.**
- **Size and scope of the project can't be revealed in this instrument, however, it was extensive.**
- **Generated standard procedures for all project accounting and submittal functions.**
- **Generated standard procedures for maintenance of contractual record documents.**
- **Provided oversight of contractual and legal instruments for the team of multiple Contracting Officers.**
- **Project consisted of Multiple General Contractors as well as multiple phases of construction and site logistics.**
- **Generated standard procedures for Construction Procurement Services and Construction Management Services scopes of work and accounting procedures for the foregoing.**
- **Orchestrated FBI personnel whom also made up the vast majority of the members of the Construction Management Team.**
- **Team also performed extensive construction schedule reviews and change order and claim verifications.**
- **Achieved a Top Secret clearance with the Federal Bureau of Investigation which was mandatory for performance on the project.**

Turner Construction Company
Chief Estimator/ Pre-Construction Manager
March 2003 – January 2009

- Initial position as Pre Construction Manager assigned to the Smithsonian, National Museum of American History \$200 million Public Space Renewal Project developing comprehensive Schematic
- Designs for review and approval by Smithsonian reviewing authorities and bringing the process to fruition with completed construction.
- Responsible as Construction Management team member for the Design Build team of Turner Construction Company and Skidmore, Owings & Merrill for the complete interior reconfiguration of the American History Museum.
- Completely responsible for budget estimates, value engineering, construction schedules and logistic plans.
- As a result of our efforts and subsequent Owner satisfaction, we were awarded the Design Build Construction of the Price of Freedom exhibit that recently opened. This was outside of our original Public Space Renewal contractual obligation.
- Other Turner duties included lead estimator on several ventures from very preliminary budgets to Lump Sum Bids.
- Promoted to Chief Estimator and Manager of Pre-Construction in November of 2003 responsible for all of Turner Construction Companies Mid Atlantic business unit.
- My department was one of the most successful business units on Lump Sum Bids in Turner Construction for 2004.
- Personally generated budget estimates for a wide variety of projects including numerous \$100 million condominiums, mid and high rise office buildings, medical facilities, hotels and educational facilities of higher learning.
- Promoted in November 2004 to be responsible for development of firms Program Management, Construction Management and Construction Management at Risk ventures to include development within the business unit certified members of the Construction Management Association of America.

Turner (Continued)

- Concurrently with the foregoing my responsibilities continued on the next phase \$50 million Design Build Construction Management for the Smithsonian, National Museum of American History Public Space Renewal to include the Central Spine of the Museum. Work also included the Design Build Star Spangled Banner exhibit to display the flag that spawned our National Anthem.
- Responsible at Smithsonian for Owner - Contractor - Design team coordination including multiple budget estimates, material selection assistance, value engineering and schematic design elements. Further, performed numerous fact finding budget estimates and logistic feasibility studies for exhibit and artifact relocation outside of our contractual obligation.
- Transferred to Baltimore, Maryland business unit to handle Pre-Construction, Estimating and Purchasing for the unit.
- Managed Pre-Construction for the \$100,000,000 Ingleside at King Farm independent living, skilled nursing and Alzheimer's facility. Managed competitive bidding and brought the project in to contract within budget. Handled Purchasing of Subcontractors and material supplier purchase orders saving for the owner \$1,600,000 in buyout savings. Managed all residential upgrades for independent living units.
- Successful competitive bids for the University of Maryland Medical System and Sinai Hospital at their Northwest Hospital facility. Successful competitive pre-construction and construction awards for Baltimore city schools.
- Serve as Chairman of the Public Relations Committee for the Baltimore Building Congress & Exchange. Member of Associated Builders and Contractors and teach estimating and bidding procedures for same. Teach the CCM Standards of Practice Prep Course for the CMAA. Have taught classes at various universities, numerous minority contractors associations and classes on the web through out the United States and Canada. Member of the Baltimore and National Capital Chapter of the Construction Management of America and serve on the Board of Directors for each.
- Performed complete Constructability Reviews on all projects.
- Proficient in Timberline estimating software.

Hess Construction Company, Inc.

Senior Estimator

February 2001 – February 2003

- Responsible for trade identification and participation for 100% coverage.
- Responsible for bidding, estimating and purchasing activities of the company, including overseeing the junior estimating staff.
- Plans, directs, coordinates and supervises bidding, estimating and purchasing activities.
- Plan all in-house estimating effort and solicitation of bids from trade contractors.
- Interpret bid documents and seek clarification from A/E where clarification is needed.
- Take-off pricing on hard bid, design-build, and negotiated projects
- Outreach local subcontractors (who generally perform similar work in the project locations and have a competitive advantage) to maximize participation in bid.
- Coordinates and/or organizes scope meetings with low responsible subcontractors in each trade for final selection.
- Writing subcontract agreements for trade contractors and purchase orders for material suppliers.
- Proficient with MC² ICE2000 Estimating Software.

R. J. Crowley, Inc./PEC Construction, Inc.

Part Owner

Vice President

Chief Estimator

May 1992 to February 2001

- Responsible for all of firms estimating operations completely on an individual basis.
- Established all of firms executive decisions on direction in business development with both three and five years plans of operation.
- Averaged over \$25,000,000 annually in new work over seven years, progressing in volume from \$12,000,000 annually to \$40,000,000 annually with a total volume of lump sum low bids over \$175,000,000 for the period of employment. Estimated single-handedly projects to \$26,000,000.

Crowley (Continued)

- Responsible for design-build presentations controlling the Architectural discipline and the balance of the design team as well as all estimating from preliminary budget estimates, value engineering and through final contractual instruments.
- Drafted all of firms Subcontracts and Purchase Orders and performed all scoping for purchasing and conducted all of firms post issuance subcontract negotiations.
- Responsible for firms interface with bonding agencies and accountants with semi-annual monitoring of bid results versus buy-out results versus final cost.
- Authored firms CQC Contractor Quality Control packages both initial for presentation with the bids and final CQC Plan for contractual implementation.
- Established record keeping standard procedures for firms filing system including record, correspondence, shop drawing and close outs.
- Established computer systems for project management (Prolog) and estimating (Expedition) and firms accounting system for project cost codes and all of firms dollar loading of cost code systems.

The Gassman Corporation

Project Manager

Chief Estimator

Business Development Manager

January 1990 to May 1992

- Performed complete responsibilities as Project Manager for the organization.
- Duties further included complete financial accounting from initial trade payment breakdowns to cost code generation and monitoring.
- Performed as Business Development Manager seeking medical, detention, sewage treatment and private negotiated projects. Generated computerized method of data base management of contacts utilizing Lotus, Dbase, and Word Perfect.

Gassman (Continued)

- Responsible for 100% of project profits with all projects achieving over 10% and one at 40%.
- Generated Contractors Quality Control documents for three projects for the U. S. Navy and performed under CQC on the Electro Optics project.

Turner Development Corporation

Vice President – Northeast District Manager

Real Estate Developer

Vice President – Construction

Officer of the Corporation

January 1983 to January 1990

- Initial assignment with Turner Development as Construction Manager for the Eastern Region stationed in Tampa, FL. Responsibilities included the complete control of all construction aspects of the development process. Within one month was elevated to Construction Manager for the entire corporation.
- Responsible for the establishment and achievement of the pro forma unit prices for construction hard cost including offsite work, sitework, base building, parking structure, tenant work and hard cost contingencies.
- Duties as Construction Manager also included the interviewing and selection of Architects, Engineers, Traffic Consultants, etc. Further was responsible for the design phase, constantly monitoring and value engineering same to be certain the pro forma established hard costs were achieved.
- Directly responsible for Construction Management of \$500 Million of construction projects, including 30 facilities from high rise office buildings, office warehouse facilities and residential projects.
- Promoted after five months to District Manager of the Northeast District with responsibility for all real estate development activities.
- Territory includes all states from Delaware to Maine inclusive with primary operations in the New York, New Jersey and Connecticut suburban areas of Manhattan. Responsible for the general management of all Turner Development Corporation activities within the district including primary responsibility for the District profit and loss.

Turner Development (Continued)

- Construction activities included speculative office buildings from 50,000 to 200,000 rentable square feet, office-warehouse facilities from 100,000 to 200,000 square feet and residential apartment complexes.
- Responsibilities included every aspect of development including construction management, site selection, land purchase contract negotiations, pro forma generation and cash flow analysis utilizing Lotus packages, corporate Board of Director approvals, etc., through final turn over of a leased facility.
- Responsibilities included the development of an annual strategic profit plan for the district with quarterly reconciliation.
- Promoted effective June 28, 1984, to Vice President – Northeast District and made an officer of the corporation.
- While District Vice President my responsibilities as Corporate Construction Manager continued with the resolution of value engineering, design and construction problems throughout the United States.
- Personally generated over \$4 Million of development profit and managed on an individual basis in excess of \$100 Million of development activities.
- Responsible for leasing activities including initiating and negotiating exclusive leasing agreements, lease negotiations, tenant coordination and building management and financial analyzation of prospective leases.
- Responsible for initiating and negotiating sale and purchase agreements for land as well as transfer of completed facilities and all of districts construction financing packages.
- Responsible for the generation and maintenance of marketing programs for all district ventures.

Marriott Corporation

Senior Project Manager

September 1981 to January 1983

- Served as overall Project Manager for the construction of the Dallas Quorum Marriott Hotel, Dallas, Texas, a \$40 Million, twelve-story, 563 room hotel and three-level 600 car parking structure.
- Responsibilities included complete site control of construction operations as well as coordination of owner purchased items.
- Prepared and implemented subcontract and purchase order bid packages, preliminary contract negotiations and final drafting and award of contract documents.

J. Roland Dashiell and Sons, Inc.

Assistant to the President

Construction Manager

Project Manager

Estimator

March 1979 to September 1981

- Initial assignment as head Construction Manager for an \$8 Million shopping center. Conducted contract negotiations with owner, prepared guaranteed maximum project estimate, prepared subcontracts for owner award, scheduled construction and coordinated field operations.
- Performed as Chief Estimator for firm in bid areas of sewage pumping and lift stations, sewage grit chambers, a potable water distribution system, high rise motels and condominiums, a \$2 Million medium security prison facility and coordinated subcontractor bidding on a \$6 Million maximum security prison facility. Controlled miscellaneous renovation and remodeling projects and several multi-million dollar food processing and service buildings. Handled subcontract negotiations, awards and preparation of subcontract documents.
- Prepared all of firm's project progress schedules for Owner, Architect and Subcontractor coordination.
- Prepared as Chief Estimator a \$6 Million estimate for the U. S. Department of Housing and Urban Development based on the Turnkey Method of New Construction including Architect and Site Engineer coordination, financing and bidding.
- Promoted to Assistant to the President in October of 1980 and placed in charge of all in-house construction activities. Drafted and negotiated Design-Build, Guaranteed Maximum, Lump Sum Cost of Work Plus a Fee and Construction Management contracts.
- Successfully developed and completed competitively bid Design Build projects including \$2 ½ million, \$3 million and \$5 million university dormitory buildings from conception through construction including contract document coordination, Architect/Engineer coordination, bidding, subcontract negotiations and project management. Successfully developed a competitively bid Design Build renovation of a 49 year old university dormitory totaling \$2 million.

The George Hyman Construction Company
Today known as Clark Construction
Construction Manager, Project Manager
November 1973 to March 1979

- Initial assignment with Hyman as Assistant Project Manager on 1776 F Street office building.
- Promoted after two months to Project Manager of the U. S. Tax Court Building (\$16 Million) a low-bid project for the General Service Administration. Upon completion, named Project Manager of the Park Place office building (\$7 Million) a negotiated project for Honeywell. During construction of Park Place, was also named Project Manager of Hyman's involvement (\$8 Million) in the Federal Home Loan Bank Board Building, a low-bid project for the General Services Administration. In June, 1976, named Project Manager of the new Home Office of the Federal National Mortgage Association (\$17 Million), a fast-track negotiated project. During contract document development on FNMA, named as Project Manager to close out the International Square Office Building (\$14 Million).
- Developed experience in estimating by performing preliminary, value engineering, and budget estimates on negotiated projects; and material take-off and unit estimation on low-bid projects.
- Performed complete responsibilities of Project Manager including scoping for purchasing, subcontractor coordination, material and equipment submittals, shop drawing coordination, requisition and change order processing and complete scheduling (including start, concrete pour, progress and completion schedules).
- Developed standard procedures for preparation of delay, acceleration, and increased cost of performance claims.

Eugene Simpson & Brother, Inc.
Estimator
Project Manager
Office Engineer
September 1971 to November 1973

- Project Manager of the \$500,000 Hamlet community health club and swimming pool, the \$2-1/2 Million Hamlet shopping center, and various small projects.
- Performed duties as Estimator and assisted chief estimator on preceding projects; performed estimates on various high-rise office buildings and single story units. Handled subcontractor negotiations and contract closings associated with the above.
- As Office Engineer, handled shop drawings and prepared and designed submittals for Architectural approval.

Engineering Officer Basic Course

**Student – United States Army, Active Duty, Fort Belvoir, Virginia
June 1971 to September 1971**

Military Service Status

- **Commissioned a Second Lieutenant in the U. S. Army after successfully completing ROTC at Virginia Polytechnic Institute.**
- **Active duty military obligation completed September 13, 1971 in the U. S. Army Corps of Engineers, Fort Belvoir, Virginia.**
- **Graduate, Engineer Officer Basic Course**
- **Received Honorable Discharge from U. S. Army Reserves, June, 1978.**

Personnel Experience

Brought up in Washington Metropolitan Area of Northern Virginia

- **Virginia Polytechnic Institute**
- **Virginia Tech Corps of Cadets, Company K**
- **VPI Ranger Company (Honorary Military Society)**
- **Association of the U. S. Army (Honorary Military Society)**
- **Distinguished Military Student**
- **Distinguished Military Graduate**
- **Sigma Mu Sigma, National Service Fraternity**
- **American Society of Civil Engineers, Junior Chapter**
- **Personally paid for 65% of college tuition through summer employment**

Shenandoah College

- **Varsity Baseball**

Groveton High School

- **Varsity and Junior Varsity Baseball**
- **Intramurals**
- **German Club**

Extra-Curricular Activities

- **Master Counselor, Mount Vernon Chapter, Order of DeMolay**
- **Chevalier, Mount Vernon Chapter, Order of DeMolay**
- **Little League Baseball**
- **Pony League Baseball**
- **Delivered Washington Daily News**
- **Cub Scouts**
- **Ambassador in Chief, Royal Ambassadors**

Private Pilots License – Single Engine Land

Second Degree Brown Belt – Martial Arts

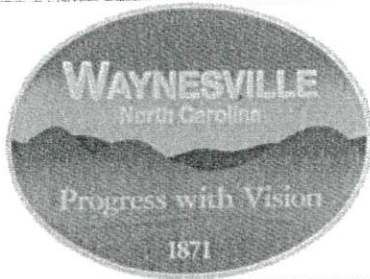
Past Chairman, Board of Trustees, University United Methodist Church

National Capital Chapter, Trout Unlimited, Board of Directors, Past President

President Cataloochee Chapter of Trout Unlimited

Interests

Alpine skiing, golf, hiking, photography, fly fishing, skeet shooting, hunting, and orchestral violin.



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Gregory Lee Wheeler
STREET ADDRESS 329 Belleview Road Waynesville NC 28786
MAILING ADDRESS Same as above
PHONE 828-279-7087
E-MAIL healerman4love@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> <u>Planning Board</u>
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input checked="" type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I previously served on the Planning and Steering Committee and enjoyed the opportunity. Being born and raised in Waynesville, I am concerned about our historic buildings and landmarks.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Planning and Steering Committee; Pigeon Community Center Board; Western North Carolina Community Health Services Board; Board Chair 2 on Western North Carolina AIDS Project Board

I feel that I can contribute the following to this board or commission: African American perspective; self-employed; leadership Asheville / San Francisco graduate

Tell us about yourself and your background: Community involvement; leadership trained adult educator; 1975 Graduate Tuscola High School; traveled / worked extensively abroad;

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Gregory Wheeler
Signature

6/3/2020
Date

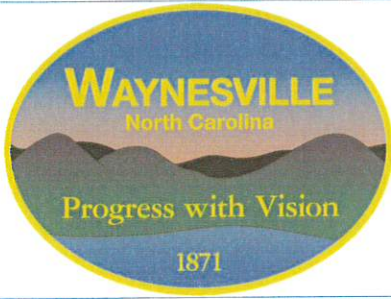
Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

PUBLIC ART COMMISSION

Three Vacancies

Three Applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Steve Lloyd
STREET ADDRESS 37 Blooms Way
MAILING ADDRESS Waynesville NC 28786
PHONE 828 400 2633
E-MAIL harttheater@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input checked="" type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: this would be my second term and I have been asked to serve

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have served on this commission for three years and have operated the HART theater for 30 years

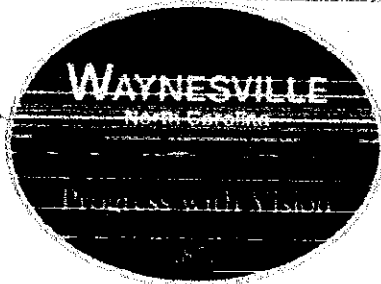
I feel that I can contribute the following to this board or commission a variety of marketing & design experience

Tell us about yourself and your background: 30 years as exec. dir. of HART

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Sh Lloyd
Signature

4/22/20
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME VICKI MANGIERI
STREET ADDRESS 78 PATCHEN ESTATE RD WAYNESVILLE 28786
MAILING ADDRESS SAME
PHONE 423 5038503
E-MAIL MANIERIV @ GMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input checked="" type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: SEE ATTACHED

I have experience/expertise in the following areas and/or have served on the following board or commission:

SEE ATTACHED

I feel that I can contribute the following to this board or commission: SEE ATTACHED

Tell us about yourself and your background: SEE ATTACHED

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Vicki Mangieri
Signature

6/24/2020
Date

I am interested in the Public Art Commission position because I believe the Arts are a vital component of a thriving community. I have been personally involved in the Performing Arts since the age of five, as a dancer, choreographer and actress. I was a founding member/dancer of the Lexington (KY) Ballet. I made my debut at HART in 2019 and have been cast in a production for this season (if it happens). In 2016, I became interested in acrylic painting and have since taken up acrylic pour painting as a hobby.

As you can see from my resume, I have extensive experience in public speaking, marketing and fund-raising events as well as working with volunteers.

As a relative "newcomer" to Waynesville (although I have been vacationing here for 30+ years), I think I can bring a fresh perspective to this position while honoring the tradition of the community.

Thank you for your consideration.

Vicki Mangieri
423/503-8503
mangieriv@gmail.com

Vicki Mangieri
6727 Jordan Run
Chattanooga, TN 37412

423/503-8503 (cell, day/evening)

Professional Skills

- ♦ In-house sales and customer service
- ♦ Office administration
- ♦ Extensive experience marketing to—and building loyalty of—the over-fifty population
- ♦ Public speaking with television and radio experience
- ♦ Creative writing, editing and desktop publishing
- ♦ Event planning and promotion
- ♦ Group tours, local and international

Related Experience

2007- Home Instead Senior Care
Weekend Supervisor

Responsible for fielding all incoming calls from Friday at 5pm to Monday at 8am. Manage caregiver staff and secure replacements for jobs when needed. Provide information on company for prospective clients. Prepare weekend call report for office supervisor.

2005- Arbitration and Mediation Services, Inc.
Administrator (independent contractor, by appointment)

Responsible for all scheduling of mediations with multiple attorneys, correspondence, billing and general office duties.

2004-2005 The Health Center at Standifer Place
Community Liaison/Marketing Coordinator

Responsible for community awareness/education for this continuing care retirement community. Produced five 30-sec. commercials at Ch. 9, including voice-overs. Created three brochures for the facility, which included directing a photo shoot and writing material. Handled all media and in-services with physicians. Assisted the admissions department.

2003-2005 Chattanooga Senior Care Network
Marketing/Copywriter/Editor

In this part-time position, acquired new accounts for the website, taught tutorials, and maintained content of the site. Wrote and taped three 30-sec. commercials promoting the site on Ch. 9 as "Modine."

2003- ***Ageless Advantage***
Founder, Director

Created a social and travel organization for the 45+ population and presented concept to Victor Hogstrom, president and general manager of WTCI, who agreed to sponsor the new group by providing promotional support in exchange for a portion of the revenue. Was subsequently offered the position of acting director of membership for the station. From October to January, created a website, hosted two major special events and one four-day trip for ***Ageless Advantage***, published three newsletters, created five one-page ads for the station program guide (*View Finder*), and built membership to over 250. Also wrote and taped promotional spots, helped coordinate a major pledge drive, and promoted the pledge drive through live non-scripted appearances. Dissolved association with WTCI in February, 2004, and have continued to direct the organization from my home. Write and publish bi-monthly newsletter, organize all trips, and administer all other aspects of the organization.

1998-2003 National Association of Senior Friends, Chattanooga Chapter (50+ population)
Director (serving East Ridge, Parkridge and Valley hospitals)

Planned and executed all activities for a 3000+ member organization, including health screenings, social activities, and an active travel program. Managed an office staff of eight to twelve volunteers and all committees. Wrote and published bi-monthly 12-page newsletter and calendar. Supported the regional marketing team of Parkridge Medical Center, Inc.

Education, Certifications

- ♦ B.A. in English with teaching certificate, minor in Speech and Drama
University of Kentucky, Lexington, KY
- ♦ Honors Program enrollee (undergraduate), Humanities
Stetson University, DeLand, FL
- ♦ Certified Ophthalmic Assistant, JCAHPO (expired)
- ♦ CPR Certification (expired)

Community Affiliations

- ♦ Previous member, Y-Me Board of Directors. Chaired annual fundraising event, *Tickled Pink*, a women's comedy night, 1999-2001.
- ♦ Previous volunteer actress, Springboard Productions, a theater group sponsored by the former Family and Children's Services (now The Partnership)

Vicki Mangieri

Additional work history and personal information

2010-2015 Southeast Eye Specialists
Triage and Prescription Technician

Responsible for phone triage for all problems for an 11-doctor, 19-office eye speciality practice in Chattanooga, TN. Also included patient education. Created and maintained the E-prescription system, transmitting up to 18,000 prescription per year. Assisted low-income patients in applying for/receiving patient assistance from drug companies.

2015 RETIRED, MOVED TO WAYNESVILLE, NC (I have owned a home here since 1997.)

2016-2017 HomeInstead Senior Care, Asheville
Non-medical caregiver

Assisted clients in their homes or facilities with basic activities of daily living as well as provided companionship.

2017 SECOND RETIREMENT

Vicki Mangieri

423/503-8503
mangieriv@gmail.com



TV/Video

Commercials

"Cataract"

"LASIK"

Tour Guide

Modine

Voice-over

Chattanooga Eye Institute
Chattanooga Eye Institute
Ageless Advantage
Chattanooga Senior Care (series of 3)
Health Center at Standifer Place

Wadel & Associates, prod.
Wadel & Associates, prod.
WTCI
WTVC
WTVC

Industrial Videos

"Medicare Mess"

"Homeless"

"Glaucoma"

Life Care Centers of America
Life Care Centers of America
Chattanooga Eye Institute

Life Care Media
Life Care Media
Wadel & Associates, prod.

Other

Hostess/commentator

DVD: *Modine: On Stage . . . Finally!*

Live Pledge Drive
One-woman comedy show

WTCI
Kelcort Media

Radio

Promo spots for pledge drive

WUTC

Stage

Mitzi Kramer
Amanda Wingfield
Daisy
Big Mama
Zelda Fitzgerald
Aunt March
Aida
Bootsie
Ida
Cousin Pearl
Grace
Dorothy Cannon
Modine
Storytellers
Modine

A Facility for Living
The Glass Menagerie
*Driving Miss Daisy***
Cat on a Hot Tin Roof
The Last Flapper
*Little Women, the musical***
*Over the River . . . ***
Die, Mommy, die!
*The Cemetery Club**
*The Beverly Hillbillies***
Honk! The Musical Ugly Duckling
Murder at the TV Talk Show
Modine: On Stage . . . Finally!
Vagina Monologues (3-woman show)
Comedienne/storyteller/standup

HART
Back Alley Productions
Closed Door Entertainment
Stone Fort Inn
Stone Fort Inn
Ever After Productions
Ever After Productions
Stone Fort Inn
Backstage Dinner Theater
Stageworks Entertainment
Ever After Productions
Vaudeville Café
Encore Theatre
Encore Theatre
www.modine4lafs.com

Film

Therapist
Margie
Bess the Boss

Room for One More (post-prod.)
A Bright Past
Jeremy's Couch Project

Joseph Henson, director
Ben Van Allen, director
Jon-Michael Brown, director

Awards/Recognitions

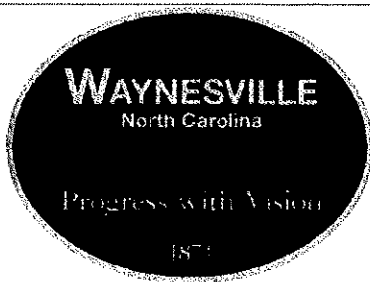
Best New Talent 2004 (national competition in LA)
Backstage Dinner Theater
**STAR Awards nomination

Second place, hosting category
** Best Actress*

Training

Acting for the Camera
Acting Workshop

Hope Alexander
Ray Healy



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Sam McCarson

STREET ADDRESS 26 Wesley Way, Waynesville, NC 28785

MAILING ADDRESS 26 Wesley Way, Waynesville, NC 28785

PHONE (336) 466-2726

E-MAIL SamMcCarson@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input checked="" type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I believe in the unique character and charm within Waynesville. From old time music immortalized in metal to a legendary beast captured in a mural, I desire to utilize and showcase our town's stories through the imaginations of our town's artists.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I am a local musician and have been performing in WNC since 2005. As a musician, I have traveled to many unique places where art is a focal point within the towns and cities where it is presented publicly. Additionally, I am a storyteller and avid researcher of local lore, both historic and folk.

I feel that I can contribute the following to this board or commission I feel I can bring fresh perspectives around the importance and purposes of public art while also being respectful and appreciative of the artistic initiatives that have already been met. No idea is too obscure and all creative conversation is welcome!

Tell us about yourself and your background: I am originally from Yadkinville, NC and moved to WNC in 2005 to attend Western Carolina University where I obtained a Bachelors of Social Work. I lived in Sylva until 2017 when I moved to Waynesville to work in nonprofit community mental health. I own a home at Lake Junaluska with my fiance and dog.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

06/17/2020

Signature

Date

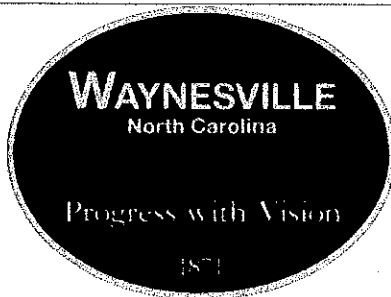
Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

RECREATION AND PARKS COMMISSION

Four Vacancies

Six Applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Eva Hansen
STREET ADDRESS 21 Jenny Rae Ln Waynesville 28786
MAILING ADDRESS Same as above
PHONE 910-494-4435
E-MAIL evalynnhansen@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: As a member of Kiwanis I chair the playground committee & have appreciated collaborating with Parks & Rec Director & Staff. My professional background has been related to children & family early education.

I have experience/expertise in the following areas and/or have served on the following board or commission:

My experience includes over 40 yrs of professional experience working with children, adolescents & families in both the public & non profit sectors including 20 yrs as President of Partnership for Children in Fayetteville, NC. Boards have included OSS, Child Advocacy, Jr League, etc.

I feel that I can contribute the following to this board or commission: Passion for children; Experience as a volunteer and as a professional working with Boards; Proficient w/ Microsoft Office, Facebook & I try to be an effective communicator/listener.

Tell us about yourself and your background:

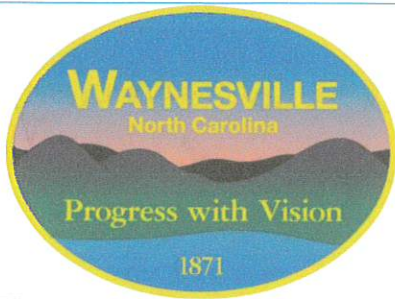
Moved to Waynesville w/ husband 4 yrs ago & am a member of Kiwanis. 40+ yrs experience in public & non profit human services; enjoy volunteering. I have a daughter & 3 grand children.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Eva Hansen

7/21/20

Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Susan Rudniak
STREET ADDRESS 325 Lenwood Dr
MAILING ADDRESS Waynesville, NC 28785
PHONE 926-6196
E-MAIL jrudniak6196@charter.net

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I wish to help preserve and protect the quality of life here in this unique outdoor playground. The biodiversity of these mountains offer endless... over

I have experience/expertise in the following areas and/or have served on the following board or commission:

As a member of the board of the Corneille Bryan Native Plant Garden at Lake Junaluska and as a Master Gardener for 10 years, I appreciate the unique and special environment... over

I feel that I can contribute the following to this board or commission I have lived in Haywood county for 13 years. Some lucky people were born here, but I got here as quickly as I could. Please allow me... over

Tell us about yourself and your background: My work history is mostly technical in nature; biological research, quality control and technical writing. However, in 2007 I worked at the ... over

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Susan Rudniak
Signature

6/21/2020

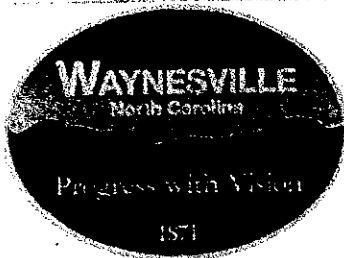
Date

... adventures that need careful guidance and nurturing for the benefit of current and future generations.

... the mountains offer us. I have seen first hand the biodiversity of the flora and fauna, hiked to various waterfalls, I was a member of the Bugle Corp at Cataloochee, I play pickleball and have participated in the Senior Games + Special Olympics.

... to help maintain and conserve Mother Nature's gifts!

... front desk at the Rec.Center, so I am quite familiar with many of the amenities offered at this facility... which make it another valuable Waynesville asset.



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Dan Schultz
STREET ADDRESS 256 Woodland Dr Waynesville, NC 28786
MAILING ADDRESS Same
PHONE 828 246 8800
E-MAIL danwnc@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Cemetery Committee	

I am interested in serving on this board or commission because: Wish to see
recreation + fitness resources improved + expanded

I have experience/expertise in the following areas and/or have served on the following board or commission:

Planning for services

I feel that I can contribute the following to this board or commission

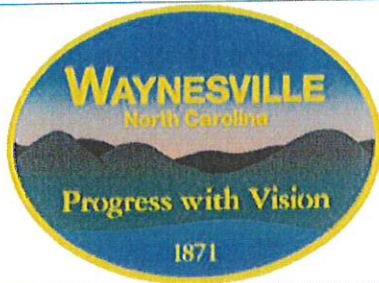
Tell us about yourself and your background: Human Service Administrator
Licensed Psychotherapist University Lecturer
40 years experience

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Dan Schultz
Signature

5-11-20
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.
Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME William (Bill) Skelton
STREET ADDRESS 166 Azalea Dr
MAILING ADDRESS Waynesville NC 28786
PHONE 828-550-5763
E-MAIL wlskelton@yahoo.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: personal interest
in having an active lifestyle
value servant leadership opportunities

I have experience/expertise in the following areas and/or have served on the following board or commission:

Waynesville Appearance Commission (now dissolved)

I feel that I can contribute the following to this board or commission: lived here since 2001,
children both worked with summer programs, I am familiar with the
Park+Rec programs, and feel I will have many ideas I can contribute

Tell us about yourself and your background: native of Clemson SC, BS & MAg from
Clemson University, EdD from NC SU, employed with NC Cooperative
Extension for over 33 years.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

W. L. Skelton
Signature

7/21/2020
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Mark Tongen
STREET ADDRESS 182 Timothy Ln., Waynesville, NC 28786
MAILING ADDRESS Same
PHONE 517-285-8843
E-MAIL tongenm@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|--|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I have an interest in the sports and outdoor programs offered to our community. I have a son and I'm looking forward to him growing up in the Recreation & Parks programs.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have experience coaching high school lacrosse & have a background playing hockey, lacrosse, running, cross country, and skiing. I also have expertise/experience in Real Estate & Insurance.

I feel that I can contribute the following to this board or commission because I did not grow up in Haywood County and I feel I can offer a valuable opinion of a suggestion from a different perspective.

Tell us about yourself and your background: I am a 30 year old who enjoys spending time outdoors with my family. I grew up playing sports year-round and still try to remain active in sports. I am a hard worker & reliable.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Mark Tongen
Signature

6/19/20
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Laura Turner
STREET ADDRESS 91 Highland Rd Waynesville, NC 28786
MAILING ADDRESS "
PHONE (828) 712-5100
E-MAIL aturner1@charter.net

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I grew up in Waynesville and I believe that Parks and Recreation are important to our community.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have an education/business background. I have been teaching for Haywood County Schools for 12 years. I have previously served on various Church affiliated boards.

I feel that I can contribute the following to this board or commission: my organizational skills and my background will help to target the Parks and Recreation programs.

Tell us about yourself and your background: I am married with two children, who have been involved with athletics growing up. I am currently a teacher at Tuscola High School.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

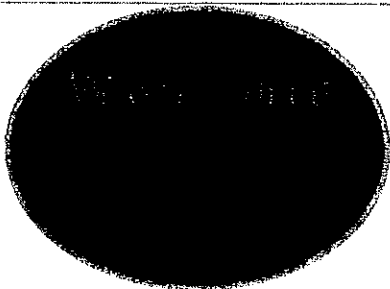
Laura Turner
Signature

7/20/2020
Date

WAYNESVILLE HOUSING AUTHORITY

One Vacancy

Three Applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Keri Guidry
STREET ADDRESS 14 MALONEY COURT, WAYNESVILLE, NC
MAILING ADDRESS 14 MALONEY COURT, WAYNESVILLE, NC
PHONE (828) 593-3445
E-MAIL Keri.guidry.hpc@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input checked="" type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: AS A SOCIAL WORKER

I WORK WITH LOW-INCOME AND HOMELESS
FAMILIES/INDIVIDUALS DAILY. I HAVE A TESTED INTEREST
IN HELPING TO IMPROVE THE HOUSING RESOURCES.

I have experience/expertise in the following areas and/or have served on the following board or commission: I WAS APPOINTED TO THE HOMELESSNESS TASK FORCE.

I AM THE CURRENT SENIOR CASE MANAGER AT HAYWOOD
PATHWAYS CENTER. I HAVE EXPERIENCE IN PROGRAM POLICY
DEVELOPMENT & IMPLEMENTATION. MENTAL HEALTH/SUBSTANCE
ABUSE TREATMENT, HOMELESS SERVICES, IN-HOME COUNSELING.

I feel that I can contribute the following to this board or commission: AN OPEN-MIND.

I'M GREAT @ THINKING OF SMALL DETAILS THAT CONTRIBUTE TO
THE "BIG PICTURE". I THRIVE IN A TEAM SETTING.

Tell us about yourself and your background: HAYWOOD COUNTY BORN AND RAISED
I LOVE THIS TOWN & WANT TO HELP IN ANY WAY. I HAVE OVER
10 YRS OF EXPERIENCE IN SOCIAL WORK & OVER 6 YRS IN
MANAGEMENT POSITIONS.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Dr. Kae Rivers Livsey
STREET ADDRESS 768 South Main Street
MAILING ADDRESS same
PHONE 703 403 2468
E-MAIL Kaerlivsey@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input checked="" type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: as a nurse who has worked with lots of low income folks, and with my public health background, I realize the importance of housing on health

I have experience/expertise in the following areas and/or have served on the following board or commission:

I served on Health and Human Services Board for Fairfax County VA when I lived in VA and have prior experience on this type of board.

I feel that I can contribute the following to this board or commission: My nursing, policy and leadership experience will be valuable to the work of this group.

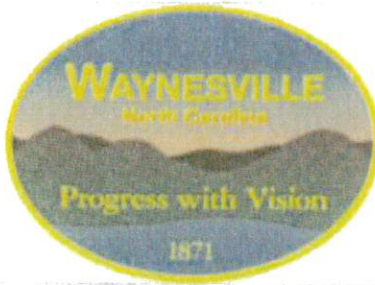
Tell us about yourself and your background: Nurse educator for 12+ years, commitment to public health (MPH from Emory University), community partnership experience with non-profits.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature [Signature] Date 6/21/20

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME JAMYE SHEPPARD 692 Kims Cove Rd
STREET ADDRESS 331 WALNUT ST., STE. 1, WAYNESVILLE, NC 28786
MAILING ADDRESS P.O. BOX 283, WAYNESVILLE, NC 28786
PHONE 828-452-1960
E-MAIL jsheppard@haywoodhabitat.org

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input checked="" type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (adhoc) | <input type="checkbox"/> Cemetery Committee (adhoc) |

I am interested in serving on this board or commission because: I hope to be of some help to the board in governing the WHA. I feel that my professional experience would be of value.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have 7 years of professional experience in affordable housing with Haywood Habitat for Humanity. As the Exec. Director of the organization my experience covers all aspects of affordable housing.

I feel that I can contribute the following to this board or commission: My professional experience provides me with an ability to address issues from a practical perspective.

Tell us about yourself and your background: I have 35 years experience in non-profit leadership with primary focus areas of board development, financial management, development, & program development.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

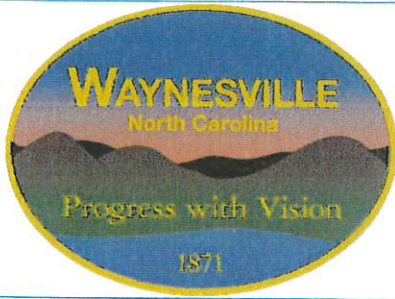
1/7/2020

Date

Zoning Board of Adjustment

One Vacancy

Six Applicants



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Stuart W Bass
STREET ADDRESS 297 Grandview Circle
MAILING ADDRESS Waynesville NC 28786
PHONE 919 452 9424
E-MAIL swbass8220@icloud.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board <u>ETJ</u>
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: area of interest and expertise.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Planning, Zoning, Local Government
Raleigh Historic Districts Commission

I feel that I can contribute the following to this board or commission bring a professional point of view, as well as that of a property owner.

Tell us about yourself and your background: Professional planner, 30 plus years experience, NC native, moved to Waynesville 6 months ago.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Stuart W. Bass Date 6/7/20

EXPERIENCE

- September 2019 – Present **Regional Planner** *Land of Sky Council of Governments, Asheville, North Carolina*
Perform tasks associated with regional planning activities for the Land of Sky Council of Governments. Organization represents four counties and fifteen municipalities. Advise and execute various local planning functions for local small town governments on a case-by-case basis.
- Accomplishments
- Managed Zoning Ordinance update for the Town of Montreat.
- July 2015 – August 2019 **Regional Planner** *Upper Coastal Plain Council of Governments, Wilson, North Carolina*
Perform tasks associated with regional planning activities for the Upper Coastal Plain Council of Governments. Organization represents five counties and forty-three municipalities. Perform grant administration for state Community Development Block Grants and federal Economic Development Administration projects. Advise and execute various local planning functions for local small town governments on a case-by-case basis. Staff participant in regional Clean Air initiatives grant program through the N.C. State Center for Clean Technology.
- Accomplishments
- Completed annexation and rezoning for the Town of Sims
 - Wrote a Subdivision Ordinance for the Town of Bailey
 - Closed out \$1.03 Million dollars in CDBG Grants for the Towns of Scotland Neck and Littleton
 - Managed \$4.4 Million dollars in Economic Development Administration Grants
- September 2010 – June 2015 **Planning Director** *Pittsboro, North Carolina*
Perform administrative, executive, and supervisory functions in directing and coordinating municipal planning activities for the Town. Perform tasks related to enforcement of the zoning ordinance, subdivision regulations, sign ordinance, permit applications, and overall community planning. Process annexation requests. Respond to various public inquiries as necessary. Projects include office organization, development of Land Use Plan, Jordan Lake stormwater management program, Small Town Main Street program, infrastructure planning, and assistance in watershed planning.
- Accomplishments
- Led completion and adoption of a Land Use Plan
 - Managed consultant for a new Unified Development Ordinance
 - Provided leadership for Stormwater Management Program
 - Updated Department procedures and Reviews and Approvals
 - Directed the full complement of planning activities and all associated permitting, rezonings, text amendments, site plan reviews, and annexations
- June 2003 – August 2010 **Senior Comprehensive Planner** *Hagerstown, Maryland*
Responsible for City's long-range planning programs, including Comprehensive Plan update, amendments, and land use regulation revisions. Prepared necessary text amendments to the Zoning Ordinance. Presented to the Planning Commission and Mayor and City Council. Provided assistance to the Planning Director with the processing of requests for water and sewer service outside the corporate boundaries. Processed municipal annexations as required. Processed rezoning applications and Planned Unit Development applications as required. Primary Department grant writer and administrator. Coordinated special planning events, such as outside speakers and workshops. Provided assistance and coordination for special functional area planning projects and Department research as directed.
- Accomplishments
- Organized a Walkable Communities Workshop under the auspices of the National Center for Bicycling & Walking

Stuart W. Bass, AICP, CZO

- Facilitated a daylong workshop to promote walkability
- Led Comprehensive Plan Update
- Oversaw first comprehensive rezoning of the city in conformance with the adopted Comprehensive Plan
- Managed several grants that cut across departmental boundaries, primarily involving cooperation with Engineering and Finance Departments. Grants involved GIS, a downtown pocket park, a renovation for a dedicated arts high school, and trails/greenways. Funds totaled approximately \$2.5 million.
- Provided leadership in annexation requests
- Directed a total of thirty-four (34) successful annexations into the City, totaling more than \$100 million of assessed property value. Each of these also involved a rezoning.

December 2001 –
May 2003

Planning Director

Troy, North Carolina

Performed high profile administrative, executive, and supervisory functions in directing and coordinating all municipal planning activities for the Town. Performed tasks related to enforcement of the zoning ordinance, subdivision regulations, sign ordinance, permit applications, minimum housing code, and overall community development program. Responded to various public requests as necessary. Served as assistant to the Town Manager. Projects included ordinance development and amendments, assistance in community revitalization programming and housing redevelopment, downtown development efforts, CDBG administration, assistance in watershed preservation and associated greenway planning, annexation study and implementation, and preparation of grant applications.

Accomplishments

- Served as Executive Director of Redevelopment Authority, Smitherman Village Housing Development
- Developed a Business Center Master Plan
- Prepared a Downtown Plan for Adoption
- Secured a Downtown Streetscape Grant
- Revised the Subdivision Ordinance

January 1998 –
September 2001

Director of Planning & Inspections *Edgecombe County, North Carolina*

Performed complex administrative tasks in the direction of the Planning and Inspections Department. Prepared and administered annual department budget. Provided information to the general public concerning zoning, subdivision, environmental, and related ordinances. Reviewed plans for development and subdivisions, research as required. Administered and interpreted ordinances, codes, and regulations pertaining to planning and zoning. Managed a staff of seven. Major projects included the adoption of a Unified Development Ordinance, assistance in the start-up and management of a public water supply district, and implementation of countywide street addressing for Enhanced-911. Additional responsibilities included disaster management and recovery, related to the intensive destruction associated with Hurricane Floyd (September 1999).

Accomplishments

- Led establishment of a rural water district and associated department, worked closely with the administrative position and the field position (two people) in the initial set-up of this office
- Directed implementation of E-911 System
- Led review and adoption of a County Land Development Plan
- Directed review and adoption of a new Unified Development Ordinance
- Provided leadership for Recovery Efforts from Hurricane Floyd, which involved the “buyout” of properties located within the flood zone. Total of 351 applications processed, 209 applications approved by the State & FEMA for acquisition, total funding of \$13.3 million.

July 1994 –
December 1997

Cities Management Advisor

U.S. Peace Corps, Czech Republic

United States Peace Corps Volunteer. Assigned to two cities in the Czech Republic and cooperated directly with the Town Planning Departments. Assisted in the organization of appropriate community development projects. Provided expertise in the presentation and use of

Stuart W. Bass, AICP, CZO

adopted historic districts. Identified international contacts and matched three local colleagues with USAID training programs in America. Advised three non-profit organizations (NGOs) on organizational structure, project development, and proposal preparation. Secured and managed approximately \$10,000 in grant funds. Assisted the local ecology club at the middle school in the implementation of Project Globe, www.globe.gov, a worldwide weather data gathering effort by elementary school students, utilizing the then-new technology of the Internet. Separate assignment with Crisis Corps, helping municipal leadership identify needs and resources, organize, and network after devastating floods in eastern Moravia, Czech Republic (Fall 1997).

January 1991 –
June 1994

Environmental Resource Planning Consultant *URS Greiner, Inc., Raleigh, North Carolina*

Assisted in the preparation of environmental documentation required prior to the construction of state highway projects, involving the replacement of two bridges and the construction of a new four-lane bypass facility. Associated tasks and responsibilities included report writing, background research, and the evaluation of natural resources, land use, and socioeconomic criteria. Projects involved technical documentation for legal concerns, land development planning and associated permitting, environmental assessment pursuant to National Environmental Policy Act review, and the preparation of associated documentation and reports.

Maguire Associates, Inc. Raleigh, North Carolina

Assisted in overall project management, administration, and coordination of project team members in the preparation of required National Environmental Policy Act planning/environmental documents for transportation projects. Primary responsibilities included the evaluation of natural resources, land use, and socioeconomic impacts. Also, responsible for subconsultant cultural resource coordination, including evaluation of historic (4(f)) properties.

June 1988 –
December 1990

Staff Planner

York County, Virginia

Primary responsibilities were associated with current planning and the review of commercial site plans and residential subdivision proposals to ensure compliance with local zoning and subdivision ordinances, as well as consistency with applicable state and federal regulations, including those laws associated with archeological and architectural resources. Staff Planner assigned to County Wetlands Board. Project Administrator for a regional effort to locate and identify rare and endangered species of plants and animals through Virginia's Coastal Zone Management Program and Natural Heritage Inventory.

September 1985 –
May 1988

Staff Planner

Brunswick County, North Carolina

Responsibilities included general planning duties associated with local government planning. Assisted in the update of the county Land Use Plan and preparation of the county Thoroughfare Plan. Responsible for compliance with the National Flood Insurance Program through the building permit process. Local N.C. Coastal Area Management Act (CAMA) Permit Officer, ensuring compliance with state regulations regarding development within CAMA designated Areas of Environmental Concern.

EDUCATION

Master of Regional Planning
Bachelor of Arts in Anthropology

University of North Carolina at Chapel Hill
University of North Carolina at Chapel Hill

AFFILIATIONS

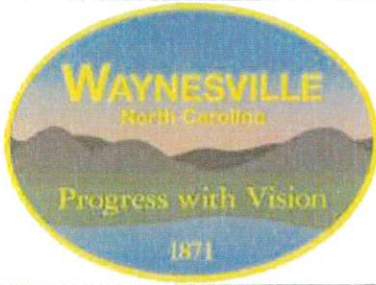
American Institute of Certified Planners
American Planning Association
North Carolina Planning Association
North Carolina Association of Zoning Officials
Treasurer, N.C. Association of Environmental Professionals (January 1993 – July 1994)

APPOINTMENTS

Adjunct Faculty, Shepherd University, (Shepherdstown, West Virginia
Spring Semesters 2008 & 2010)
Town of Badin (NC) Planning Board, November 2002 – June 2003
Town of Red Oak (NC) Comprehensive Plan Committee, 1999 – 2000

Stuart W. Bass, AICP, CZO

Raleigh Historic Districts Commission, August 1992 – July 1994



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME WILLIAM TRAVIS COLLINS
STREET ADDRESS 227 BOYD AVENUE WAYNESVILLE NC 28786
MAILING ADDRESS SAME AS ABOVE
PHONE 828.421.8654
E-MAIL wttraviscollins1@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: PLEASE SEE ATTACHED RESPONSES

I have experience/expertise in the following areas and/or have served on the following board or commission:

I feel that I can contribute the following to this board or commission

Tell us about yourself and your background:

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature William Travis Collins Date 6.29.20



TC

PLANNING BOARD APPLICANT FOR THE TOWN OF WAYNESVILLE, NC
PROFESSIONAL EXPERIENCED PROBLEM SOLVER

TRAVIS COLLINS

227 Boyd Avenue
Waynesville, NC, 28786
Wtraviscollins1@gmail.com
828.421.8654

TOWN OF WAYNESVILLE PLANNING BOARD

BOARD OF ALDERMEN • TOWN OF WAYNESVILLE, NC

6.29.20

RESPONSES TO APPLICATION QUESTIONS:

I am interested in serving on the Town of Waynesville Planning Board because I believe that I reflect and can represent a broad array of stakeholders who reside within the Town of Waynesville. My desire to serve in this capacity is purely apolitical and altruistic. I love and am proud of Waynesville and want to contribute to our bright future.

My professional experience has been as a teacher for six years, and as a school administrator for the past 18 years. This professional life as a school leader has allowed me to have gained experience and expertise in the following ways: in building and promoting positive professional cultures, leading growth and goal attainment, strategic planning, performance management, strong communication skills, problem solving in a variety of settings with a diverse group of stakeholders.

I feel that I can contribute to the Planning Board because I have a passion for serving my community. Serving others has been my life's work and my strong and diverse skillset will translate seamlessly to the goals and mission of the Planning Board.

I am the husband of an amazing mother, teacher, and friend – Melissa Collins. We have two amazing kids, Jack (18) a sophomore at UNC-Chapel Hill, and Ruthie (11) a seventh-grade student. I grew up in Cullowhee and have lived in Waynesville for the last 18 years. Waynesville is our home.

I look forward to being a dedicated and good listener, collaborating with others, and serving our wonderful little town if given the opportunity.

Sincerely,

Travis Collins



TC

TRAVIS COLLINS

227 BOYD AVENUE WAYNESVILLE NC 28786
TELEPHONE: 828.421.8654

OBJECTIVE

To serve on the Town of
Waynesville, NC Planning Board

SKILLS

Strategic Planning
Strong Communication Skills
Proven Problem Solver
Culture Builder
Growth Mindset Leader

EXPERIENCE

PRINCIPAL • ENKA INTERMEDIATE SCHOOL • 7/18 - PRESENT

Reduction of staff turnout rate from 57% the previous 2 years to 2% in 18 months. Increase in student performance scores with regards to both proficiency and growth.

PRINCIPAL • TUSCOLA HIGH SCHOOL • 7/14 - 6/18

Haywood County Schools Principal of the Year 2016-17. Student proficiency, growth, ACT, scores rose every year from year 1 to year 4. Moved from a "C" school to a "B" school under NC School Report Card analysis.

PRINCIPAL • CANTON MIDDLE SCHOOL • 7/12 - 6/14

Increase in student achievement scores with regards to both proficiency and growth. C.M.S. test scores ranked among the top 35% of middle schools in North Carolina by the summer of 2014.

PRINCIPAL • MEADOWBROOK ELEMENTARY SCHOOL • 7/08 - 6/12

Enrollment increase of 25% while enrollment throughout the rest of the school system declined over same period of time. Moved from one of lowest performing elementary schools to among the highest in five-year period.

Other professional experiences and references available upon request.

EDUCATION

**MASTERS OF SCHOOL ADMINISTRATION • MAY 2002 • WESTERN
CAROLINA UNIVERSITY**

North Carolina Principal Fellow, 4.0 GPA



TC

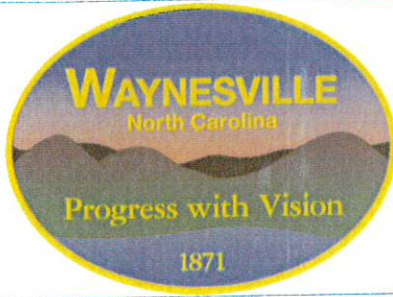
TRAVIS COLLINS

227 BOYD AVENUE WAYNESVILLE NC 28786
TELEPHONE: 828.421.8654

**BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION • DECEMBER 1995 •
WESTERN CAROLINA UNIVERSITY**

LEADERSHIP EXPERIENCE

2013-2014 NC Aspiring Superintendent Fellows Program
2011-2013 President, North Carolina Principals and Assistant Principals
Association
2011-2013 North Carolina State Superintendent's Advisory Council
2011-2013 Governor's Task Force on Educator Effectiveness
2008-2009 President, Haywood County Schools Principals and Assistant
Principals Association
Eagle Scout, Boy Scouts of America, March 1987



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Robert Herrmann

STREET ADDRESS 627 Hickory Drive

MAILING ADDRESS SAME

PHONE 928-456-3162

E-MAIL bob.clu627@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|---|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input checked="" type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Cemetery Committee | |

I am interested in serving on this board or commission because: I am currently serving on the Planning Board and would like to continue.

I have experience/expertise in the following areas and/or have served on the following board or commission:

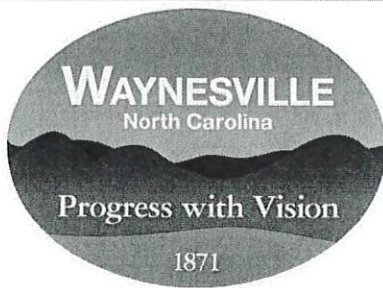
I feel that I can contribute the following to this board or commission _____

Tell us about yourself and your background: _____

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Robert Herrmann
Signature

May 30, 2020
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME JOSEPH LIPARI
STREET ADDRESS 156 JOHNSON HILL DRIVE
MAILING ADDRESS A
PHONE 828 550-1491
E-MAIL JOS45EPH@GMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I WANT TO ADD TO THE COMMUNITY

I have experience/expertise in the following areas and/or have served on the following board or commission:

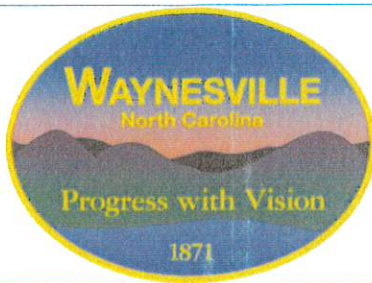
SERVED WHEN I LIVED IN COTTONWOOD, AZ. NEAR SEDONA.

I feel that I can contribute the following to this board or commission MATURITY (AGE 75)

Tell us about yourself and your background: EX-NAVY FROGMAN (U.D.T.) VIETNAM VETERAN.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Joseph Lipari Date 6-18-2020



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME John Thornton (Tommy) Thomas, Jr.
STREET ADDRESS 594 Country Club Drive Waynesville NC
MAILING ADDRESS same
PHONE 301 821 2539
E-MAIL Tommy_Thomas2@hotmail.com

Please consider me for appointment to the following board(s) or commission(s):

<input type="checkbox"/> Alcoholic Beverage Control Board	<input checked="" type="checkbox"/> Planning Board
<input type="checkbox"/> Community Action Forum	<input type="checkbox"/> Public Art Commission
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Recreation & Parks Advisory Commission
<input type="checkbox"/> Firemen's Relief Fund Board	<input type="checkbox"/> Waynesville Housing Authority
<input type="checkbox"/> Historic Preservation Commission	<input type="checkbox"/> 1% Zip Code Subcommittee (TDA)
<input type="checkbox"/> Homelessness Taskforce (adhoc)	<input type="checkbox"/> Cemetery Committee (adhoc)

I am interested in serving on this board or commission because: I would like to give the Town of Waynesville the benefit of my life time experience for the betterment of all citizens.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Please see the attached resume for experience/expertise.
Further, I am a board member of the Haywood County Watershed Review Board.

I feel that I can contribute the following to this board or commission: My wife Shelley and I are full time residents of Waynesville and would like contribute my time, expertise and services.

Tell us about yourself and your background: I have over 55 years of planning, site development, construction management and general contracting. I teach fly fishing at Haywood Community College and fly fishing for Haywood County Recreation Department.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature

May 20, 2020
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

John Thornton (Tommy) Thomas, Jr. , CCM, FCMAA

594 Country Club Drive
Waynesville, NC 28786

Home Phone: 828-246 -6023
Cell: 301-821-7539

email: tommy_thomas2@hotmail.com

Professional Objective

- Construction Executive
- Construction Estimator
- Construction Manager

Education

- Virginia Polytechnic Institute
- Bachelor of Science Civil Engineering
- Military Science Degree Va Tech Corp of Cadets
- June 1970

Professional Experience

- Chief executive managerial skills in all facets of commercial and institutional construction and real estate development
- Consistent record of highly profitable results in all areas of career endeavors
- Extensive experience in project management with a strong record of proactive managerial skills, with constant focus on and attention to details
- Proficient in competitive estimating in a wide variety of arenas, to include Construction Management, General Contracting, Pre-Construction and Real Estate Development
- Hold a Top Secret clearance with the Federal Bureau of Investigation (FBI) Department of Justice
- Professional designation as Certified Construction Manager. CCM's are individuals who have voluntarily met the prescribed criteria with regard to formal education, field experience and demonstrated capability and understanding the CM body of knowledge. The CCM program is sponsored by the Construction Management Association of America (CMAA) in concert with the Construction Management Certification Institute and is ANSI Certified.
- Elected to the College of Fellows (FCMAA) one of only 60 Construction Management practitioners worldwide to have been distinguished with the CMAA Fellow honor. The Fellows designation is one of CMAA's highest honors, conferred upon industry leaders who have made significant contributions to their organizations, the industry and their profession.
- Received the CMAA's Chairman's Award and Distinguished Service Award.
- Possess excellent skills in accounting and financial management with accurate reflection of intermediary and final cost and profitability pictures

Employment History

Tetra Tech FC

Construction Manager

Federal Bureau of Investigation (FBI)

Department of Justice

Biometrics Technology Center

Criminal Justice Information Services (CJIS)

March 2009 --- January 2016

- **Performed as Construction Manager for the Biometrics Technology Center in Clarksburg, West Virginia from pre-construction to final construction completion.**
- **Managed a team of inspectors, monitors, estimators and accounting personnel that exceeded sixty individuals. Team included professional engineering disciplines as well including Mechanical, Electrical, Plumbing and Life Safety.**
- **Presided over all Progress Meetings, in-house managerial meetings and coordination meetings with all parties.**
- **Size and scope of the project can't be revealed in this instrument, however, it was extensive.**
- **Generated standard procedures for all project accounting and submittal functions.**
- **Generated standard procedures for maintenance of contractual record documents.**
- **Provided oversight of contractual and legal instruments for the team of multiple Contracting Officers.**
- **Project consisted of Multiple General Contractors as well as multiple phases of construction and site logistics.**
- **Generated standard procedures for Construction Procurement Services and Construction Management Services scopes of work and accounting procedures for the foregoing.**
- **Orchestrated FBI personnel whom also made up the vast majority of the members of the Construction Management Team.**
- **Team also performed extensive construction schedule reviews and change order and claim verifications.**
- **Achieved a Top Secret clearance with the Federal Bureau of Investigation which was mandatory for performance on the project.**

Turner Construction Company

Chief Estimator/ Pre-Construction Manager

March 2003 – January 2009

- Initial position as Pre Construction Manager assigned to the Smithsonian, National Museum of American History \$200 million Public Space Renewal Project developing comprehensive Schematic
- Designs for review and approval by Smithsonian reviewing authorities and bringing the process to fruition with completed construction.
- Responsible as Construction Management team member for the Design Build team of Turner Construction Company and Skidmore, Owings & Merrill for the complete interior reconfiguration of the American History Museum.
- Completely responsible for budget estimates, value engineering, construction schedules and logistic plans.
- As a result of our efforts and subsequent Owner satisfaction, we were awarded the Design Build Construction of the Price of Freedom exhibit that recently opened. This was outside of our original Public Space Renewal contractual obligation.
- Other Turner duties included lead estimator on several ventures from very preliminary budgets to Lump Sum Bids.
- Promoted to Chief Estimator and Manager of Pre-Construction in November of 2003 responsible for all of Turner Construction Companies Mid Atlantic business unit.
- My department was one of the most successful business units on Lump Sum Bids in Turner Construction for 2004.
- Personally generated budget estimates for a wide variety of projects including numerous \$100 million condominiums, mid and high rise office buildings, medical facilities, hotels and educational facilities of higher learning.
- Promoted in November 2004 to be responsible for development of firms Program Management, Construction Management and Construction Management at Risk ventures to include development within the business unit certified members of the Construction Management Association of America.

Turner (Continued)

- Concurrently with the foregoing my responsibilities continued on the next phase \$50 million Design Build Construction Management for the Smithsonian, National Museum of American History Public Space Renewal to include the Central Spine of the Museum. Work also included the Design Build Star Spangled Banner exhibit to display the flag that spawned our National Anthem.
- Responsible at Smithsonian for Owner - Contractor - Design team coordination including multiple budget estimates, material selection assistance, value engineering and schematic design elements. Further, performed numerous fact finding budget estimates and logistic feasibility studies for exhibit and artifact relocation outside of our contractual obligation.
- Transferred to Baltimore, Maryland business unit to handle Pre-Construction, Estimating and Purchasing for the unit.
- Managed Pre-Construction for the \$100,000,000 Ingleside at King Farm independent living, skilled nursing and Alzheimer's facility. Managed competitive bidding and brought the project in to contract within budget. Handled Purchasing of Subcontractors and material supplier purchase orders saving for the owner \$1,600,000 in buyout savings. Managed all residential upgrades for independent living units.
- Successful competitive bids for the University of Maryland Medical System and Sinai Hospital at their Northwest Hospital facility. Successful competitive pre-construction and construction awards for Baltimore city schools.
- Serve as Chairman of the Public Relations Committee for the Baltimore Building Congress & Exchange. Member of Associated Builders and Contractors and teach estimating and bidding procedures for same. Teach the CCM Standards of Practice Prep Course for the CMAA. Have taught classes at various universities, numerous minority contractors associations and classes on the web through out the United States and Canada. Member of the Baltimore and National Capital Chapter of the Construction Management of America and serve on the Board of Directors for each.
- Performed complete Constructability Reviews on all projects.
- Proficient in Timberline estimating software.

Hess Construction Company, Inc.
Senior Estimator
February 2001 – February 2003

- Responsible for trade identification and participation for 100% coverage.
- Responsible for bidding, estimating and purchasing activities of the company, including overseeing the junior estimating staff.
- Plans, directs, coordinates and supervises bidding, estimating and purchasing activities.
- Plan all in-house estimating effort and solicitation of bids from trade contractors.
- Interpret bid documents and seek clarification from A/E where clarification is needed.
- Take-off pricing on hard bid, design-build, and negotiated projects
- Outreach local subcontractors (who generally perform similar work in the project locations and have a competitive advantage) to maximize participation in bid.
- Coordinates and/or organizes scope meetings with low responsible subcontractors in each trade for final selection.
- Writing subcontract agreements for trade contractors and purchase orders for material suppliers.
- Proficient with MC² ICE2000 Estimating Software.

R. J. Crowley, Inc./PEC Construction, Inc.
Part Owner
Vice President
Chief Estimator
May 1992 to February 2001

- Responsible for all of firms estimating operations completely on an individual basis.
- Established all of firms executive decisions on direction in business development with both three and five years plans of operation.
- Averaged over \$25,000,000 annually in new work over seven years, progressing in volume from \$12,000,000 annually to \$40,000,000 annually with a total volume of lump sum low bids over \$175,000,000 for the period of employment. Estimated single-handedly projects to \$26,000,000.

Crowley (Continued)

- Responsible for design-build presentations controlling the Architectural discipline and the balance of the design team as well as all estimating from preliminary budget estimates, value engineering and through final contractual instruments.
- Drafted all of firms Subcontracts and Purchase Orders and performed all scoping for purchasing and conducted all of firms post issuance subcontract negotiations.
- Responsible for firms interface with bonding agencies and accountants with semi-annual monitoring of bid results versus buy-out results versus final cost.
- Authored firms CQC Contractor Quality Control packages both initial for presentation with the bids and final CQC Plan for contractual implementation.
- Established record keeping standard procedures for firms filing system including record, correspondence, shop drawing and close outs.
- Established computer systems for project management (Prolog) and estimating (Expedition) and firms accounting system for project cost codes and all of firms dollar loading of cost code systems.

The Gassman Corporation

Project Manager

Chief Estimator

Business Development Manager

January 1990 to May 1992

- Performed complete responsibilities as Project Manager for the organization.
- Duties further included complete financial accounting from initial trade payment breakdowns to cost code generation and monitoring.
- Performed as Business Development Manager seeking medical, detention, sewage treatment and private negotiated projects. Generated computerized method of data base management of contacts utilizing Lotus, Dbase, and Word Perfect.

Gassman (Continued)

- Responsible for 100% of project profits with all projects achieving over 10% and one at 40%.
- Generated Contractors Quality Control documents for three projects for the U. S. Navy and performed under CQC on the Electro Optics project.

Turner Development Corporation

Vice President – Northeast District Manager

Real Estate Developer

Vice President – Construction

Officer of the Corporation

January 1983 to January 1990

- Initial assignment with Turner Development as Construction Manager for the Eastern Region stationed in Tampa, FL. Responsibilities included the complete control of all construction aspects of the development process. Within one month was elevated to Construction Manager for the entire corporation.
- Responsible for the establishment and achievement of the pro forma unit prices for construction hard cost including offsite work, sitework, base building, parking structure, tenant work and hard cost contingencies.
- Duties as Construction Manager also included the interviewing and selection of Architects, Engineers, Traffic Consultants, etc. Further was responsible for the design phase, constantly monitoring and value engineering same to be certain the pro forma established hard costs were achieved.
- Directly responsible for Construction Management of \$500 Million of construction projects, including 30 facilities from high rise office buildings, office warehouse facilities and residential projects.
- Promoted after five months to District Manager of the Northeast District with responsibility for all real estate development activities.
- Territory includes all states from Delaware to Maine inclusive with primary operations in the New York, New Jersey and Connecticut suburban areas of Manhattan. Responsible for the general management of all Turner Development Corporation activities within the district including primary responsibility for the District profit and loss.

Turner Development (Continued)

- Construction activities included speculative office buildings from 50,000 to 200,000 rentable square feet, office-warehouse facilities from 100,000 to 200,000 square feet and residential apartment complexes.
- Responsibilities included every aspect of development including construction management, site selection, land purchase contract negotiations, pro forma generation and cash flow analysis utilizing Lotus packages, corporate Board of Director approvals, etc., through final turn over of a leased facility.
- Responsibilities included the development of an annual strategic profit plan for the district with quarterly reconciliation.
- Promoted effective June 28, 1984, to Vice President – Northeast District and made an officer of the corporation.
- While District Vice President my responsibilities as Corporate Construction Manager continued with the resolution of value engineering, design and construction problems throughout the United States.
- Personally generated over \$4 Million of development profit and managed on an individual basis in excess of \$100 Million of development activities.
- Responsible for leasing activities including initiating and negotiating exclusive leasing agreements, lease negotiations, tenant coordination and building management and financial analyzation of prospective leases.
- Responsible for initiating and negotiating sale and purchase agreements for land as well as transfer of completed facilities and all of districts construction financing packages.
- Responsible for the generation and maintenance of marketing programs for all district ventures.

Marriott Corporation

Senior Project Manager

September 1981 to January 1983

- Served as overall Project Manager for the construction of the Dallas Quorum Marriott Hotel, Dallas, Texas, a \$40 Million, twelve-story, 563 room hotel and three-level 600 car parking structure.
- Responsibilities included complete site control of construction operations as well as coordination of owner purchased items.
- Prepared and implemented subcontract and purchase order bid packages, preliminary contract negotiations and final drafting and award of contract documents.

J. Roland Dashiell and Sons, Inc.

Assistant to the President

Construction Manager

Project Manager

Estimator

March 1979 to September 1981

- Initial assignment as head Construction Manager for an \$8 Million shopping center. Conducted contract negotiations with owner, prepared guaranteed maximum project estimate, prepared subcontracts for owner award, scheduled construction and coordinated field operations.
- Performed as Chief Estimator for firm in bid areas of sewage pumping and lift stations, sewage grit chambers, a potable water distribution system, high rise motels and condominiums, a \$2 Million medium security prison facility and coordinated subcontractor bidding on a \$6 Million maximum security prison facility. Controlled miscellaneous renovation and remodeling projects and several multi-million dollar food processing and service buildings. Handled subcontract negotiations, awards and preparation of subcontract documents.
- Prepared all of firm's project progress schedules for Owner, Architect and Subcontractor coordination.
- Prepared as Chief Estimator a \$6 Million estimate for the U. S. Department of Housing and Urban Development based on the Turnkey Method of New Construction including Architect and Site Engineer coordination, financing and bidding.
- Promoted to Assistant to the President in October of 1980 and placed in charge of all in-house construction activities. Drafted and negotiated Design-Build, Guaranteed Maximum, Lump Sum Cost of Work Plus a Fee and Construction Management contracts.
- Successfully developed and completed competitively bid Design Build projects including \$2 ½ million, \$3 million and \$5 million university dormitory buildings from conception through construction including contract document coordination, Architect/Engineer coordination, bidding, subcontract negotiations and project management. Successfully developed a competitively bid Design Build renovation of a 49 year old university dormitory totaling \$2 million.

The George Hyman Construction Company
Today known as Clark Construction
Construction Manager, Project Manager
November 1973 to March 1979

- Initial assignment with Hyman as Assistant Project Manager on 1776 F Street office building.
- Promoted after two months to Project Manager of the U. S. Tax Court Building (\$16 Million) a low-bid project for the General Service Administration. Upon completion, named Project Manager of the Park Place office building (\$7 Million) a negotiated project for Honeywell. During construction of Park Place, was also named Project Manager of Hyman's involvement (\$8 Million) in the Federal Home Loan Bank Board Building, a low-bid project for the General Services Administration. In June, 1976, named Project Manager of the new Home Office of the Federal National Mortgage Association (\$17 Million), a fast-track negotiated project. During contract document development on FNMA, named as Project Manager to close out the International Square Office Building (\$14 Million).
- Developed experience in estimating by performing preliminary, value engineering, and budget estimates on negotiated projects; and material take-off and unit estimation on low-bid projects.
- Performed complete responsibilities of Project Manager including scoping for purchasing, subcontractor coordination, material and equipment submittals, shop drawing coordination, requisition and change order processing and complete scheduling (including start, concrete pour, progress and completion schedules).
- Developed standard procedures for preparation of delay, acceleration, and increased cost of performance claims.

Eugene Simpson & Brother, Inc.
Estimator
Project Manager
Office Engineer
September 1971 to November 1973

- Project Manager of the \$500,000 Hamlet community health club and swimming pool, the \$2-1/2 Million Hamlet shopping center, and various small projects.
- Performed duties as Estimator and assisted chief estimator on preceding projects; performed estimates on various high-rise office buildings and single story units. Handled subcontractor negotiations and contract closings associated with the above.
- As Office Engineer, handled shop drawings and prepared and designed submittals for Architectural approval.

Engineering Officer Basic Course

**Student – United States Army, Active Duty, Fort Belvoir, Virginia
June 1971 to September 1971**

Military Service Status

- Commissioned a Second Lieutenant in the U. S. Army after successfully completing ROTC at Virginia Polytechnic Institute.
- Active duty military obligation completed September 13, 1971 in the U. S. Army Corps of Engineers, Fort Belvoir, Virginia.
- Graduate, Engineer Officer Basic Course
- Received Honorable Discharge from U. S. Army Reserves, June, 1978.

Personnel Experience

Brought up in Washington Metropolitan Area of Northern Virginia

- Virginia Polytechnic Institute
- Virginia Tech Corps of Cadets, Company K
- VPI Ranger Company (Honorary Military Society)
- Association of the U. S. Army (Honorary Military Society)
- Distinguished Military Student
- Distinguished Military Graduate
- Sigma Mu Sigma, National Service Fraternity
- American Society of Civil Engineers, Junior Chapter
- Personally paid for 65% of college tuition through summer employment

Shenandoah College

- Varsity Baseball

Groveton High School

- Varsity and Junior Varsity Baseball
- Intramurals
- German Club

Extra-Curricular Activities

- Master Counselor, Mount Vernon Chapter, Order of DeMolay
- Chevalier, Mount Vernon Chapter, Order of DeMolay
- Little League Baseball
- Pony League Baseball
- Delivered Washington Daily News
- Cub Scouts
- Ambassador in Chief, Royal Ambassadors

Private Pilots License – Single Engine Land

Second Degree Brown Belt – Martial Arts

Past Chairman, Board of Trustees, University United Methodist Church

National Capital Chapter, Trout Unlimited, Board of Directors, Past President

President Cataloochee Chapter of Trout Unlimited

Interests

Alpine skiing, golf, hiking, photography, fly fishing, skeet shooting, hunting, and orchestral violin.



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Gregory Lee Wheeler
STREET ADDRESS 329 Bellevue Road Waynesville NC 28786
MAILING ADDRESS Same as above
PHONE 828-279-7087
E-MAIL healerman1love@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- | | |
|--|---|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input checked="" type="checkbox"/> <u>Planning Board</u> |
| <input checked="" type="checkbox"/> Community Action Forum | <input type="checkbox"/> Public Art Commission |
| <input checked="" type="checkbox"/> <u>Board of Adjustment</u> | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Firemen's Relief Fund Board | <input type="checkbox"/> Waynesville Housing Authority |
| <input checked="" type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> 1% Zip Code Subcommittee (TDA) |
| <input type="checkbox"/> Homelessness Taskforce (ad hoc) | <input type="checkbox"/> Cemetery Committee (ad hoc) |

I am interested in serving on this board or commission because: I previously served on the Planning and Steering Committee and enjoyed the opportunity. Being born and raised in Waynesville, I am concerned about our historic buildings and landmarks.

I have experience/expertise in the following areas and/or have served on the following board or commission:

Planning and Steering Committee; Pigeon Community Center Board; Western North Carolina Community Health Services Board; Board Chair 2 on Western North Carolina AIDS Project Board

I feel that I can contribute the following to this board or commission: African American perspective; self-employed; leadership Asheville / San Francisco graduate

Tell us about yourself and your background: Community involvement; leadership trained adult educator; 1975 Graduate Tuscola High School; traveled / worked extensively abroad;

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Gregory Wheeler
Signature

6/3/2020
Date

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: July 28, 2020**

SUBJECT: Agreement to use water supply Balsam Willets Ochre Hill Fire Department

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: E8
Department: Fire Department
Contact: Joey Webb, Fire Chief
Presenter: Joey Webb

BRIEF SUMMARY:

In 2011 Balsam Willets Ochre Hill Fire Department requested permission to have access to the fire hydrant located at the NCDOT rest area on Highway 23/74, for the purpose of filling fire trucks during emergency calls in the northeast section of their fire district which borders Haywood County.

For this water access point to meet the NC Department of Insurance requirement, Balsam Fire Department needed a simple agreement indicating that Balsam Fire Department has been given permission to use the water point.

Town Manager Lee Galloway signed the original agreement in 2011. Balsam Fire Department is getting ready for their upcoming Inspection / Survey with the NC Rating Division and would like to renew said agreement. Balsam Fire Department has responded to several fires in Waynesville providing mutual aid for water supply and manpower. Also, they have provided backup coverage for Waynesville and Saunook during previous fires.

MOTION FOR CONSIDERATION:

To approve as presented

FUNDING SOURCE/IMPACT:

No impact

ATTACHMENTS:

Previous Agreement and Letter

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Town of Waynesville
Agreement To Use Water Supply

I, J. Gary Caldwell, Mayor, owner of the water supply point number #12, as designated by the Waynesville Fire Department, and located at NC Department of Transportation Rest Area on US Highway 74 do hereby give the Balsam-Willetts-Ochre Hill Fire Department and their automatic aid/mutual aid companies permission to use this water source for any and all emergencies, as deemed necessary by the chief officer in charge of such emergency.

The GPS Location is:

Latitude N 35° 26' 43.1"

Longitude W 83° 3' 59.7"

Signature of Property Owner

Date

J. Gary Caldwell, Mayor, Town of Waynesville

Signature of Chief of the Fire Department

Date

Signature of President or Board Chairman of the Fire Department

Date

Balsam-Willets-Ochre Hill Volunteer Fire Department, Inc.

P.O. Box 291 Balsam, NC 28707



March 28, 2011

Mr. Joey Webb, Fire Chief
Waynesville Fire Department
1022 North Main Street
Waynesville, NC 28786

Dear Chief Webb,

It was good to talk with you by telephone. Per our conversation, I am writing you to receive permission for Balsam-Willets-Ochre Hill Volunteer Fire Department to have access to the fire hydrant located at the NCDOT rest area on Highway 74 in Haywood County, for the purpose of filling our fire trucks with water during emergency calls in northeast section of our fire district which borders Haywood County.

In order for this water access point to meet the requirements mandated by the NC Department of Insurance, Balsam Fire Department needs to have a simple agreement that indicates that Balsam Fire Department has been given permission to use the water point.

I have included with this letter a self addressed stamped enveloped to return one of the signed copies back to us. If you have any questions, please feel free to call me. My cell phone number is 828-269-9560.

Once again, thank you for your assistance in acquiring this permission.

Respectfully,

Johnny Nicholson, Chief

Agreement To Use Water Supply

I, A L E E GALLOWAY, owner of the water supply point number
#12, as designated by the fire department, and located at NC DOT

Rest area on 4574 do hereby give the Balsam-Willets - Ochre Hill Fire Department
and their automatic aid / mutual aid companies permission to use this water
source for any and all emergencies, as deemed necessary by the chief
officer in charge of such emergency.

GPS Location:

Lat N 35° 26' 43.1 "

Lon W 83° 3' 59.7 "

<u>A L E E GALLOWAY</u>	TOWN OF WAYNESVILLE	<u>4/20/11</u>
Signature of the Property Owner	TOWN MANAGER	Date
<u>John Smith</u>		<u>3/27-11</u>
Signature of the Chief of the Fire Department		Date
<u>John Smith</u>		<u>3-28-11</u>
Signature of the President or Board Chairman of the Fire Department		Date

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
July 28, 2020

SUBJECT: Renewal of Forest Steward's Contract to manage Watershed

AGENDA INFORMATION:

Agenda Location: Manager's Report
Item Number: **F9**
Department: Administration
Contact: Rob Hites, Town Manager
Presenter: Rob Hites, Town Manager

BRIEF SUMMARY: Forest Stewards has been performing forest management and academic research in Waynesville's watershed for several years. They conduct surface water quality testing and forest management practices such as thinning of white pine to encourage growth of hardwoods, and removal of non- native species such as Oriental Bittersweet. Their goal is to re-establish a hardwood forest. They propose a \$42,000 per annum contract, the same as contract amount as last year.

MOTION FOR CONSIDERATION: Approve contract

FUNDING SOURCE/IMPACT: The contract amount has been included in the 2020-21 budget

ATTACHMENTS:

- Proposed 20/21 Contract

MANAGER'S COMMENTS AND RECOMMENDATIONS: Forest stewards is ensuring that best forest management practices are carried out in the watershed. They have a long- range plan to restore the watershed to its pre-clearcutting health and they are watching out for invasive species of plants. Their water quality test sites provide the Town with important information as to the health of the streams that feed the lake. The Town's partnership with Forest Stewards provides the Town with an important contact with the academic community.

Forest Stewards, Inc.
SERVICES AGREEMENT
(2020-21)

THIS SERVICES AGREEMENT (the "Agreement") is made between **Forest Stewards, Inc.**, a North Carolina nonprofit corporation ("Forest Stewards"), and the **Town of Waynesville, NC** ("Client").

RECITALS

WHEREAS, Forest Stewards provides a variety of services related to sustainable forest management in the southern Appalachian Mountains; and

WHEREAS, Client desires to engage the services of Forest Stewards.

NOW, THEREFORE, in consideration of the terms, conditions, and mutual covenants hereinafter set forth, the parties agree as follows:

TERMS

1.0 Obligations of Forest Stewards.

- 1.1 Forest Stewards agrees to perform the following tasks in the Waynesville Watershed:
 - a. *Monitor surface water quality*
 - i. *Continue collecting and summarizing surface water quality data within the Waynesville watershed, and to assess stewardship impacts on water quality. A focus will be to develop comprehensive baseline data in the Old Bald/Steestachee Project Area to monitor and document any effects of future stewardship treatments on water quality.*
 - b. *In consultation with town staff and easement holders (SAHC and CTNC), continue monitoring and controlling non-native invasive plant populations. We will focus on areas near the reservoir, including the 2014 white pine thinning unit, and areas in the Old Bald/Steestachee Project Area where future treatments may occur.*
 - i. *We will implement chemical and mechanical non-native plant control methods in selected areas consistent with time and resources available. Our efforts will concentrate on controlling invasive species that appear to pose the greatest threat to the establishment of native vegetation. Key among these is oriental bittersweet.*
 - ii. *Compile and share results of all NNIS control efforts through 2020.*
 - c. *Complete re-measurement of the continuous forest inventory plots established in 2008/09 (CFI plots) and summarize the results.*
 - i. *Collect data and monument plot locations for all remaining plots.*
 - ii. *Summarize results to describe changes in forest condition since the plots were initially established.*
 - d. *In consultation with town staff and easement holders (SAHC and CTNC) continue implementation of proposed stewardship treatments in the Old Bald/Steestachee Project Area that were outlined during the July 2019 stewardship tour.*
 - e. *Collaborate and assist with other entities investigating watershed resources.*

- i. Examples include EBCI/USFS ramp harvesting, USFS restoration projects near Lickstone Ridge, WCU wildlife studies, HRI hemlock treatments.*
- f. Participate in town meetings and update town officials and the public as needed.*
- g. Continue to maintain biophysical and geospatial databases for the watershed, and create maps and data summaries as requested.*

2.0 Period of Performance: July 1, 2020 through June 30, 2021

3.0 Compensation.

3.1 It is agreed that the total compensation to Forest Stewards for services performed under this Agreement shall be **forty-two thousand dollars (\$42,000)**.

3.2 Payment shall be made per the following schedule:

\$10,000 will be due on August 15, 2020
\$10,000 will be due on November 30, 2020
\$11,000 will be due on March 1, 2021
\$11,000 will be due on June 30, 2021

3.3 Payment shall be made by Client to Forest Stewards upon receipt of invoice and mailed to the following address:

Forest Stewards, Inc.
331 Stillwell Building
Western Carolina University
Cullowhee, NC 28723

3.4 The tax identification number of Forest Stewards, Inc. is: 26-2624364

4.0 Termination.

4.1 In the event that either party shall commit any breach of or default in any of the terms or conditions of this Agreement, and also shall fail to remedy such default or breach within thirty (30) days after receipt of written notice thereof from the other party hereto, the party giving notice may, at its option and in addition to any other remedies which it may have at law or in equity, terminate this Agreement by sending notice of termination in writing to the other party to such effect, and such termination shall be effective as of the date of the receipt of such notice.

4.2 Termination of this Agreement by either party for any reason shall not affect the rights and obligations of the parties accrued prior to the effective date of termination of this Agreement.

5.0 Dissemination of results.

5.1 Client acknowledges that Forest Stewards is an associated entity of Western Carolina University (WCU), and that certain findings and results of this project may be publishable or otherwise be made available to the public. Client agrees that WCU researchers and others engaged in the project shall be permitted to present at symposia, national, or regional professional meetings, and to publish in journals, theses, or dissertations, or otherwise of their own choosing.

6.0 Insurance.

6.1 At all times during the term of this Agreement, Forest Stewards shall obtain and maintain in full force and effect: (a) worker's compensation insurance, and (b) comprehensive general liability insurance, in amounts of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the annual aggregate, in connection with the Project and services described in this Agreement. Certificates of insurance evidencing such insurance coverages will be provided to Client upon reasonable request. Forest Stewards shall give five (5) day's written notice to Client of the termination or cancellation of any such policies of insurance.

7.0 Independent Contractors.

7.1 In the performance of all services hereunder, Forest Stewards shall be deemed to be and shall be an independent contractor and, as such, Forest Stewards shall not be entitled to any benefits applicable to employees of Client. Neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty, or representation as to any matter. Neither shall be bound by the acts or conduct of the other.

8.0 Hazardous Materials and Other Dangers.

8.1 Client shall notify Forest Stewards in writing before any work is performed of all known hazardous materials, hazardous conditions, and any other safety risks existing on the property that is the subject of this Agreement. Client shall indemnify, protect, defend, and hold harmless Forest Stewards and its directors, officers, agents, employees, representatives, and assigns from and against any and all claims, demands, suits, and causes of action and any and all liabilities, costs, damages, expenses, and judgments incurred that relate to or arise out of the Client's failure or refusal to notify Forest Stewards of known hazardous materials or conditions pursuant to this Paragraph 8.

9.0 Miscellaneous Terms.

9.1 Assignment. Neither party may assign any of its rights or delegate any of its obligations hereunder without first obtaining the prior written consent of the other party hereto. This Agreement inures to the benefit of, and is binding upon, the successors and permitted assigns of the parties hereto.

9.2 Binding Effect. Subject to the provisions of this Agreement relating to transferability, this Agreement will be binding upon and inure to the benefit of the parties and their respective successors, heirs, legal representatives, and assigns.

9.3 Entire Agreement/Amendments. This Agreement contains the entire understanding between the parties hereto and supersedes all prior agreements, understandings, and arrangements between the parties relating to the subject matter hereof. No amendment, change, modification or alteration of the terms and conditions hereof shall be binding unless evidenced by a writing signed by the parties hereto.

9.4 Force Majeure. No party to this Agreement shall be liable for failure to perform any duty or obligation that said party may have under this Agreement where such failure has been occasioned by any act of God, fire, strike, unavoidable accident, natural disaster, epidemic or pandemic, war or any cause outside the reasonable control of the party who had the duty to perform.

9.5 Governing Law and Venue. This Agreement and the rights and obligations of the parties hereunder shall in all respects be governed by the substantive law of the State of North Carolina, including all matters of construction, validity and performance. This provision shall survive the term of the Agreement. The parties hereto agree that the venue of any lawsuit filed in connection with this Agreement shall be Jackson County, North Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date last hereinafter written.

Client

Forest Stewards, Inc

By: _____

By: _____

Peter C. Bates

Title: _____

Title: President, Board of Directors

Date: _____

Date: _____

—

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: 7/28/2020

SUBJECT: Consulting Proposals for Town of Waynesville Task Force on Homelessness

AGENDA INFORMATION:

Agenda Location:	Manager's Report
Item Number:	G10
Department:	Administration
Contact:	Rob Hites, Town Manager
Presenter:	Dr. Amy Murphy-Nugen

BRIEF SUMMARY: Dr. Murphy-Nugen has drafted two proposals to fund the activities of the Taskforce on Homelessness, Option A, \$53,487.50 and Option B, \$32,287.50. The major difference between the proposals is the time budgeted for community interaction. \$4,487.50 is budgeted for travel and supplies. Dr. Murphy-Nugen's hourly rate is proposed to be \$100 per hour. Dr. Murphy-Nugen outlines her proposals in the attached proposal.

The Board adopted a \$25,000 budget amendment June. Should either option be selected the amendment will need to be increased. We will prepare two sample budget amendments for your consideration.

MOTION FOR CONSIDERATION: Receive presentation from Dr. Murphy-Nugen and adopt or amend Option A or Option B.

FUNDING SOURCE/IMPACT: \$25,000 has already been appropriated for the project from the General Fund Balance. An additional \$28,487.50 will be necessary to fund Option A or \$7,287.50 to fund Option B. Increases in the budget will be taken from the General Fund Balance.

ATTACHMENTS:

- Proposal and budgets for administering the Taskforce on Homelessness Program

MANAGER'S COMMENTS AND RECOMMENDATIONS: Consider the written and oral proposals and determine if they will achieve the Board's Goals and Objectives. If one of the proposals meets your needs, adopt it.

TOWN OF WAYNESVILLE TASK FORCE ON HOMELESSNESS

Proposal Prepared By:
Amy Murphy-Nugen, MSW, PhD
Ph: 828.702.2099
Email: abmurphynugen@wcu.edu

July 2020

Description of the Scope of Services to be Provided

Task Force Facilitation and Community Plan

The consultant will regularly convene the Town of Waynesville's Task Force on Homelessness and facilitate the planning process for a Community Plan. Planning activities will culminate in the development of a set of recommendations to present to the Board of Aldermen. Proposed activities include the following components:

Planning Process

Capturing the voice of Waynesville's citizenry is a critical component of the data-collection and planning process. The consultant recognizes the strengths and wisdom in the residents of Waynesville; the goal is to combine those assets with the consultant's technical skills of facilitating an inclusive and meaningful process and plan. Further, the consultant acknowledges the continuum of needs and opportunities that exist in our community—which spans a shared vision of improving the quality of life of our neighbors who are experiencing homelessness and strengthening our collective response to homelessness and its community impacts.

The consultant is proposing two options for convening public forums (see proposed budgets for full scope of work and amended scope of work). Public forums will follow a nominal group technique¹ that provides space for individual input and group discussion. Additional citizen input will be sought through individual interviews with key stakeholders using a variety of methods and approaches—including appreciative inquiry² and focus groups.

Another critical component of the planning process will be to facilitate regular meetings with members of the Task Force on Homelessness. These key stakeholders represent our neighbors, individuals who have experienced homelessness, local government, social service agencies and providers, law enforcement, business owners/employers and other individuals representing core services and industries in Waynesville. Members of the Task Force will provide oversight in developing the community plan. They will be called upon to provide direction, approval and input at critical junctures during the data collection and planning process. It is expected that each Member will also serve on at least one work group in which data will be collected and actions undertaken in fulfillment of the Task Force's charge.

In developing a shared vision to address homelessness, Waynesville's stakeholders will be asked to consider several possibilities—some of the outcomes may be equally attractive, but also represent competing goals or require use of the same limited resources. The consultant, in collaboration with Members of the Task Force and other community stakeholders, will conduct

¹ U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2018). *Gaining consensus among stakeholders through the nominal group technique*. Retrieved from <https://www.cdc.gov/HealthyYouth/evaluation/pdf/brief7.pdf>

² Cooperrider, D. (2012). *What is appreciative inquiry?* Retrieved from <https://www.davidcooperrider.com/ai-process/>

a community assessment that will help inform these tough decisions. The assessment will include key social and economic data, physical assets and limitations, market conditions, and available funding and other relevant resources.

This information will be presented to Waynesville's residents during the public forums, which will help them to identify a shared vision with more specificity. For example, by reviewing basic demographic data, Waynesville's stakeholders should be able to better identify where resources should be targeted.

The consultant will then work with the Task Force on Homelessness to develop an action plan of recommendations that will be presented to the Board of Aldermen. The action plan will detail recommended goals, tasks, timelines, and responsible parties. The plan will outline a long-term vision Waynesville has for addressing homelessness in our community. Short-term strategies and action items will identify the steps needed for addressing immediate opportunities.

Community Planning Document

The action plan will not only provide a road map, but will also discuss the public participation process, key social and economic demographics, and significant assets of the community.

It is anticipated the final planning document will include the following sections:

- Executive Summary
- Planning Process
- Community Assessment
 - Social and economic demographics
 - Existing neighborhood assets
 - Findings from public forums and key stakeholder interviews
- Action Plan
 - Recommended goals, strategies, and action items

Appendix A. Proposed Options for Scope of Work and Budget

Please note, there are two options for the proposed scope of work. The full scope of work (option A) reflects deeper engagement with the community. The amended scope of work (option B) represents a modified engagement with the community.

Should unexpected circumstances arise that it would require significantly more time (e.g. any possible delays due to COVID-19); the consultant will discuss this matter with the Town of Waynesville as soon as possible to explain the effect on the proposed fees.

TOW-TFH Murphy-Nugen

Option A: Proposed Full Scope of Work and Budget

Planning Activities	Unit	Rate	TOTAL*	Narrative
A. Facilitate Task Force on Homelessness	96	\$100.00	\$9,600.00	24 2-hr. meetings + 2-hrs. prep & review time for each meeting
B. Facilitate Task Force on Homelessness w/ Working Groups	152	\$100.00	\$15,200.00	12 2-hr. meetings with 5 work groups (120 hrs. total) + 1 hrs. of prep and review time for each meeting (12 hrs. total) + 20 hrs. of general communication through phone, email, or in-person meetings
C. Meetings w/ Local Service Providers, Businesses, Other Stakeholders	36	\$100.00	\$3,600.00	3 1 hr. meetings each month for 12 months
D. Needs and Opportunity Assessment	100	\$100.00	\$10,000.00	100 hrs. data design, data collection
E. Initial Neighborhood Visioning Meeting	14	\$100.00	\$1,400.00	2 3-hr visioning meetings + 8-hr prep & review time for visioning process
F. Facilitate Planning Sessions with Larger Community	26	\$100.00	\$2,600.00	3 2-hr community meetings + 20-hr prep & review time for sessions
G. Draft Community Plan Document	50	\$100.00	\$5,000.00	50 hrs. devoted to drafting and revising a community planning document in accordance with guidelines and standards established by TOW & in consultation with TF members
H. Facilitate Neighborhood Presentation	16	\$100.00	\$1,600.00	3 2-hr community meetings + 10-hr prep & revision time
I. Travel Expense	500	\$0.575	\$287.50	500 miles of travel @ .575/mile
J. Materials	9	\$200.00	\$1,800.00	\$200 of supplies each month for 9 months
K. Administrative and Programmatic Logistics	24	\$100.00	\$2,400.00	2 hrs of logistics/ administration each month over 12-month period
L. Total Estimated Costs			\$53,487.50	

*Consultant reduced rate of \$100

TOW-THF Murphy-Nugen

Option B: Proposed Amended Scope of Work and Budget

Planning Activities	Unit	Rate	TOTAL*	Narrative
A. Facilitate Task Force on Homelessness	60	\$100.00	\$6,000.00	6, 2-hr. meetings + 2-hrs. prep & review time for each meeting for 3 months (total of 24 hours); & 1, 2-hr. meetings + 2 hrs. prep & review time for each meeting for 9 months (total of 36 hours)
B. Facilitate Task Force on Homelessness w/ Working Groups	60	\$100.00	\$6,000.00	1-hour of general communication through phone, email, or in-person meetings with 5 work groups for 12 months (total of 60 hours)
C. Meetings w/ Local Service Providers, Businesses, Other Stakeholders	27	\$100.00	\$2,700.00	3, 1 hr. meetings each month for 9 months
D. Needs and Opportunity Assessment	60	\$100.00	\$6,000.00	60 hrs. data design, data collection
E. Initial Neighborhood Visioning Meeting	11	\$100.00	\$1,100.00	1, 3-hr visioning meeting + 8-hr prep & review time for visioning process
F. Facilitate Planning Sessions with Larger Community	12	\$100.00	\$1,200.00	2 2-hr community meetings + 8-hr prep & review time for sessions
G. Draft Community Plan Document	50	\$100.00	\$5,000.00	50 hrs. devoted to drafting and revising a community planning document in accordance with guidelines and standards established by TOW & in consultation with TF members
H. Facilitate Neighborhood Presentation	10	\$100.00	\$1,000.00	1, 2-hr community meeting + 8-hr prep & revision time
I. Travel Expense	500	\$0.575	\$287.50	500 miles of travel @ .575/mile
J. Materials	9	\$200.00	\$1,800.00	\$200 of supplies each month for 9 months
K. Administrative and Programmatic Logistics	12	\$100.00	\$1,200.00	1 hr of logistics/ administration each month over 12-month period
L. Total Estimated Costs			\$32,287.50	

*Consultant reduced rate of \$100

Appendix B. Biographical Sketch for Consultant



AMY MURPHY-NUGEN, MSW, Ph.D. is an associate professor in the Department of Social Work at Western Carolina University. Dr. Murphy-Nugen teaches courses on rural community advocacy; social policy; community and organizational behavior and practice; and, financial capability and asset-building in social work practice. She has a strong commitment to mentoring emerging leaders in community development as demonstrated by her service as a field liaison, instructor and

supervisor to social work, public affairs and other graduate student interns. Her research interests include public policy analysis, affordable housing, community economic development, and not-for-profit management/leadership. Her immediate research focuses on housing loss and its impacts to individuals and communities.

Dr. Murphy-Nugen enjoys serving as an independent consultant where her academic knowledge complements her practical experience to help build human, social, and civic engagement capacity in the community development industry. For example, she facilitated a public input and planning process for a town's Corridor Community Revitalization Plan. The process included engaging residents, collecting and analyzing primary data, and reviewing key community planning documents. The plan was identified as a key component of a successful Low Income Housing Tax Credit application, which resulted in the construction of affordable units for older adult residents. Dr. Murphy-Nugen has facilitated community building and engagement processes for groups with five key stakeholders to neighborhoods with 40,000+ residents as well as county-wide planning efforts and everything in between.

Prior to pursuing a Ph.D., Dr. Murphy-Nugen was employed in the community economic development field where she served as the Deputy Director for the Indiana Association for Community Economic Development (IACED), a statewide membership organization. In that role, Dr. Murphy-Nugen oversaw a technical assistance team that provided organizational and programmatic development services to not-for-profit organizations and local units of government in rural, urban, and suburban communities. Dr. Murphy-Nugen has nearly 20 years of practice and policy experience in the areas of housing, community building and engagement, community economic development, and not-for-profit management/leadership. Her professional experience includes providing team leadership; analyzing and advocating for socially and economically just local, state, federal legislation and administrative policy; delivering organizational capacity technical assistance to not-for-profit community-based development organizations and local units of government; and, managing a fee-for-service line of business that provided needed technical services and diversified funding for her employer's social mission. Within her responsibilities as IACED's Deputy Director, Dr. Murphy-Nugen also served as program director for the Indianapolis Coalition for Neighborhood Development (ICND), a trade association of Indianapolis' community development corporations. Before

working for IACED, Dr. Murphy-Nugen was a policy analyst for another statewide membership organization where she provided analysis and recommendations on a variety of issues including: state and local government revenues structure; and the implementation of state and federal laws related to increasing individual economic self-sufficiency.

She welcomes partnerships and collaborations with students and community stakeholders that strengthen individual well-being, not-for-profit organizational capacity and community quality of life.

Appendix C. Consultant Vitae

Amy B. Murphy-Nugen, MSW, PhD

EDUCATION:

Indiana University 2014 Doctor of Philosophy in Social Work; External Minor, School of Public and Environmental Affairs (SPEA), Public Policy and Not-for-profit Management

Dissertation title: From Homeownership to Foreclosure: Exploring the Meanings Homeowners Associate with the Lived Experience of Foreclosure

Indiana University 2001 Master of Social Work (MSW, MACRO concentration)

Indiana University 1998 Bachelor of Arts, Gender Studies
Bachelor of Arts, Political Science

ACADEMIC APPOINTMENTS:

July 2020-present

Western Carolina University Department of Social Work, Cullowhee, NC: Associate Professor.

August 2014-June 30, 2020

Western Carolina University Department of Social Work, Cullowhee, NC: Assistant Professor.

August 2013-May 2014

Indiana State University Department of Social Work, Terre Haute, IN: Assistant Professor.

August 2011-August 2013

Indiana University School of Social Work, Indianapolis, IN: Visiting Lecturer.

January 2010-May 2010

Ball State University Department of Social Work, Muncie, IN: Adjunct Faculty.

January 2010-May 2010

Ball State University Department of Social Work, Muncie, IN: Field Liaison.

January 2008-June 2011

Indiana University School of Social Work, Indianapolis, IN: Research Assistant.
Evaluate the effectiveness of the Indiana High-Risk Youth Reentry Program, an intensive aftercare model, in reducing recidivism and increasing pro-social outcomes of youth returning from juvenile detention facilities. Responsibilities include data management, interviewing, data analysis, report writing, and representing the School of Social Work at collaborative meetings.

January 2004-May 2011

Indiana University School of Social Work, Indianapolis, IN: Adjunct Faculty.

September 2004-December 2004; January 2011-May 2011

Indiana University School of Social Work, Bloomington, IN: Adjunct Faculty.

February 2004

Indiana University School of Social Work, Indianapolis, IN: Research Assistant. Responsibilities included conducting interviews and data management for the Women's Transition Research Evaluation project.

August 2003-May 2008

Indiana University School of Social Work, Indianapolis, IN: MACRO/Leadership Field Instructor. Provided field instruction to fourteen MACRO/leadership students.

August 2003-December 2003

Indiana University School of Social Work, Indianapolis, IN: Teaching Assistant. Assisted with course on human behavior and social environment within the community and organizational context.

COURSES TAUGHT:

SOCW364: Community Practice; Spring 2020; enrollment 20
SOCW564: Organizational and Community Practice; Spring 2020; enrollment 25
SOCW673: Rural Community Advocacy; Spring 2020; enrollment 33
SOCW364: Community Practice, Fall 2019; enrollment 20
SOCW494/594: Financial Capability and Asset Building in Social Work Practice; Fall 2019; enrollment 11
SOCW551: Social Policy; Fall 2019; enrollment 27
SOCW364: Community Practice; Spring 2019; enrollment 23
SOCW564: Organizational and Community Practice; Spring 2019; enrollment 16
SOCW673: Rural Community Advocacy; Spring 2019; enrollment 19
SOCW354: Human Behavior in the Social Environment: Person in Environment; Fall 2018; enrollment 31
SOCW364: Community Practice; Fall 2018; enrollment 30
SOCW551: Social Policy; Fall 2018; enrollment 15
SOCW354: Human Behavior in the Social Environment: Person in Environment; Spring 2018; enrollment 30
SOCW364: Community Practice; Spring 2018; enrollment 23
SOCW494/594: Financial Capability and Asset Building in Social Work Practice; Spring 2018; enrollment 19
SOCW682: Independent Study: Formative and Process Evaluation of the Employment Readiness Program; enrollment 1
SOCW364: Community Practice; Fall 2017; enrollment 41
SOCW564: Organizational and Community Practice; Fall 2017; enrollment 36
SOCW673: Rural Community Advocacy; Fall 2017; enrollment 41
SOCW364: Community Practice; Spring 2017; enrollment 34
SOCW564: Organizational and Community Practice; Spring 2017; enrollment 27
SOCW673: Rural Community Advocacy; Spring 2017; enrollment 36
SOCW364: Community Practice; Fall 2016; enrollment 33
SOCW534: Human Behavior in the Social Environment; Fall 2016; enrollment 32
SOCW635: Research II; Fall 2016; enrollment 20
USI130: University Experience, First-Generation Student Section; Fall 2016; enrollment 20
SOCW354: Human Behavior in the Social Environment: Person in Environment; Spring 2016; enrollment 39
SOCW364: Community Practice; Spring 2016; enrollment 21
SOCW564: Generalist Practice with Communities and Organizations; Spring 2016; enrollment 29
SOCW364: Community Practice; Fall 2015; enrollment 48
SOCW534: Human Behavior in the Social Environment; Fall 2015; enrollment 26
SOCW635: Research II; Fall 2015; enrollment 41
USI130: University Experience, Fall 2015; enrollment 18
SOCW354: Human Behavior in the Social Environment: Person in Environment, Spring 2015; enrollment 35
SOCW364: Community Practice, Spring 2015; enrollment 36

SOCW564: Generalist Practice with Organizations and Communities, Spring 2015; enrollment 23
 SOCW364: Community Practice, Fall 2014; enrollment 53
 SOCW534: Human Behavior in the Social Environment, Fall 2014; enrollment 24
 SOCW635: Research II, Fall 2014; enrollment 19
 SOWK601: Rural Social Work Practice, Summer 2014; enrollment 6
 SOWK504: Culturally Competent Practice, Spring 2014; enrollment 6
 SOWK507: Social Work Research and Evidence-based Practice, Spring 2014; enrollment 6
 SOWK400: Social Work Practice in Indiana Child Services, Fall 2013; enrollment 3
 SOWK502: Social Welfare Policy, Fall 2013; enrollment 8
 S460: Scholarly Writing Seminar; Summer I & II 2013; enrollment 12
 S661: Executive Leadership Practice, Summer II 2013; enrollment 22
 S352: Social Welfare Policy and Practice; Spring 2013; enrollment 30 (online)
 S433: Community Behavior and Practice within a Generalist Perspective; Spring 2013; enrollment 27 (online)
 S504: Professional Practice Skills I; Spring 2013; Two sections: enrollment 12
 S555: Practicum I; Spring 2013; enrollment 11
 S251: History and Analysis of Social Welfare Policy; Fall 2012; enrollment 20
 S423: Organizational Theory and Practice, Fall 2012; enrollment 25
 S503: Human Behavior and the Social Environment 1; Fall 2012; enrollment 20
 S505: Social Policy Analysis and Practice; Fall 2012; enrollment 17 (IUS cohort)
 S555: Practicum I; Summer I & II 2012; enrollment 10
 S661: Executive Leadership Practice; Summer II 2012, enrollment 22
 S352: Social Welfare Policy and Practice; Spring 2012; enrollment 32 (online)
 S504: Professional Practice Skills I; Spring 2012; Two sections: enrollment 18, 13

 S555: Practicum I; Spring 2012; enrollment 12
 S251: History and Analysis of Social Welfare Policy; Fall 2011; enrollment 24
 S433: Community Behavior and Practice within a Generalist Perspective; Fall 2011; Two sections: online enrollment 30; face-to-face enrollment 19
 S503: Human Behavior and the Social Environment I; Fall 2011; enrollment 19
 S352: Social Welfare Delivery Systems; Spring 2011; enrollment 25
 S433: Community Behavior and Practice within a Generalist Perspective; Spring 2011; enrollment 25
 S516: Social Work Practice: Organizations, Communities, and Societies; Spring 2011; enrollment 20
 S101: Introduction to Social Work; Spring 2010; enrollment 21
 S661: Executive Leadership Practice; Fall 2009; enrollment 10
 S505: Social Policy Analysis and Practice; Spring 2007; enrollment 24
 S663: Leveraging Organizations, Communities and Political Systems; Spring 2006; enrollment 24
 S505: Social Policy Analysis and Practice; Spring 2005; enrollment 18
 S251: Emergence of Social Welfare Issues; Fall 2004; enrollment 26
 S505: Social Policy Analysis and Practice; Spring 2004; enrollment 24

GUEST LECTURES:

S513: Human Behavior and the Social Environment II. (2013, April). Topic: "Empowerment Perspective, Critical and Radical Social Theories."

S433: Community Behavior and Practice within a Generalist Perspective. (2013, March). Topic: "Social Planning and Policy."

S516: Social Work Practice II: Organizations, Communities And Societies. (2011, September). Topic: "Appreciative Inquiry."

S433: Community Behavior and Practice within a Generalist Perspective. (2010, November). Topic:

“Appreciative Inquiry.”

S433: Community Behavior and Practice within a Generalist Perspective. (2009, October; 2008, September). Topic: “Community Economic Development.”

S501: Professional Social Work at the Masters Level: An Immersion. (2010; 2008, 2007, 2006; September). Topic: “MACRO Leadership Career Opportunities and Experiences.”

SCHOLARSHIP ACTIVITIES (* denotes graduate and/or undergraduate student co-author):

PEER-REVIEWED PUBLICATIONS:

1. **Murphy-Nugen, A.B.**, *Powell, K.C., & Grant, M.K. 2020 census: Engaging social workers to make people count. *Human Service Organizations: Management, Leadership, & Governance*, 44(3), 199-209. [Peer-Reviewed]
2. **Murphy-Nugen, A. B.**, Rush, C. B., *Oakley, A., *Turner, T. (2020). Go back home: Confronting growing incivility, racism, and bigotry on college campuses. In G. Maddox & M. Diede (Eds.), *Bridges not blockades: Transcending university politics* (pp. 87-106). Sterling, VA: Myers Education Press. [Peer-Reviewed]
3. **Murphy-Nugen, A.B.**, & Harris Rome, S. (2019). Now is the time: Promoting social change through policy research, teaching, an innovation. [Editorial]. *Advances in Social Work*, 19(1), i-xii.
4. *Frerich, M., **Murphy-Nugen, A. B.** (2019). Women's voices: An appreciative inquiry of offsite post-secondary correctional education. *Affilia: Journal of Women and Social Work*, 34(1), 8-27. [Peer-Reviewed]
5. Virtue, E. E., Wells, G. M., MacKusick, C., **Murphy-Nugen, A. B.**, Rose, A. J., Snyder, M. M. (2018). The Immortal Life of Henrietta Lacks: Using a common read to transform a learning community. *Learning Communities Research and Practice*, 6(1, Article 4). [Peer-Reviewed]
6. *Robinson, J., & **Murphy-Nugen, A.B.** (2018). It makes you keep trying: Life writing for older adults. *Journal of Gerontological Social Work*, 61(2), 171-192. doi: 10.1080/01634372.2018.1427645 [Peer-Reviewed]
7. **Murphy-Nugen, A. B.** (2017). *Lecture on Conceptualization of Community Practice from a Generalist Perspective; with accompanying Case Study, Community Assessment Application: Best Job in the Neighborhood and They Own It*. Washington, DC: Council on Social Work Education (CSWE) Clearinghouse for Economic Well-being in Social Work Education, <https://www.cswe.org/Centers-Initiatives/Initiatives/Clearinghouse-for-Economic-Well-Being> [Peer-Reviewed]
8. Snyder, M. M., **Murphy-Nugen, A. B.**, Rose, A. J., Wells, G. M., & MacKusick, C. (2017). Implementation of competency based educational strategies into a first-year seminar for interprofessional healthcare science majors. *The Internet Journal of Allied Health Sciences and Practice*, 15(3), Article 4. [Peer-Reviewed]
9. **Murphy-Nugen, A. B.**, & Beck, D. H. (2017). Juxtaposing dreams and loss: The lived experience of homeownership and foreclosure. *Advances in Social Work*, 17(2), 304-329. doi:10.18060/20524 [Peer-Reviewed]

10. McGuire, L., Howes, P., **Murphy-Nugen, A.** & George, K. (2011). Leadership as advocacy: The impact of Title IV-E supported MSW education on a public child welfare agency. *Journal of Public Child Welfare*, 5(2), 213-233. doi: 10.1080/15548732.2011.566761. [Peer-Reviewed]

PEER-REVIEWED ARTICLES UNDER REVIEW FOR PUBLICATION:

1. *Harless, C., & **Murphy-Nugen, A.B.** Trans care is primary care: Providing affirming and equitable health care to Transgender individuals in Southern Appalachia. *Social Work in Public Health*. [Under review]

2. Rose, A. J., Snyder, M. M., Wells, G. M., **Murphy-Nugen, A. B.**, MacKusick, C. Student Impact of an International Service-Learning Course to Botswana, Africa. *International Journal of Research on Service-Learning and Community Engagement*. [Under second review]

CONFERENCE PRESENTATIONS:

1. **Murphy-Nugen, A. B.** (Presenter & Author), *Churchill, B. (Presenter & Author), MACRO Conference 2020, "A grounded theory of rural poverty: Research-informed framework to forge a pathway to anti-poverty, anti-oppressive, and equitable policy," Influencing Social Policy, George Warren Brown School of Social Work, Washington University, St. Louis, MO. (May 28, 2020 - May 30, 2020). [Peer-Reviewed]

2. **Murphy-Nugen, A. B.** (Presenter & Author), Powell, K. C. (Presenter & Author), 2019 Fall Conference, "2020 Census: Engaging North Carolina social workers to make people count," National Association of Social Workers, North Carolina Chapter, Renaissance Hotel, Asheville, United States. (November 22, 2019 - November 23, 2019). [Peer-Reviewed]

3. Harless, C. (Presenter & Author), **Murphy-Nugen, A. B.** (Presenter & Author), 2019 Fall Conference, "Trans care is primary care: Providing affirming and equitable health care to transgender individuals in southern Appalachia," National Association of Social Workers, North Carolina Chapter, Renaissance Hotel, Asheville, NC. (November 22, 2019 - November 23, 2019). [Peer-Reviewed]

4. **Murphy-Nugen, A. B.**, Policy Educators Summit, "Voting in North Carolina: What's to come and the U.S. Census in 2020," National Association of Social Workers, North Carolina Chapter, Archie Davis Conference Center at RTP Headquarters, Raleigh, NC. (October 11, 2019).

5. *Harless, C., & **Murphy-Nugen, A. B.** (March 7-9, 2019). Southern Trans Health and Wellness Conference, "Promoting Affirming and Equitable Access to Transgender Healthcare in Southern Appalachia," Northeast Area Health Education Center (AHEC), Benton Convention Center, Winston-Salem, NC. [Peer-Reviewed]

6. **Murphy-Nugen, A.B.**, Perry, L., Sullivan, S., Wall-Basset, B. (November 2018). 2018 CSWE Annual Program Meeting, Expanding Interprofessional Collaboration to Pursue Social Justice, "Faculty Institute for Community Engagement: Expanding Interprofessional Collaboration to Pursue Social Justice," Walt Disney World Swan and Dolphin Resort, Orlando, FL. [Peer-Reviewed]

7. **Murphy-Nugen, A.B.** & Grant, M. (May 2018). Policy Conference 2.0 - Influencing Social Policy The Next 20 Years, "2020 Census: Engaging social workers to make people count." Influencing Social Policy, The Brown School at Washington University, St. Louis, MO. [Peer-Reviewed]

8. Wells, G. M., Virtue, E., MacKusick, C., Snyder, M. M., Rose, A. J., **Murphy-Nugen, A. B.** (November 11, 2017). National Learning Community Conference, "Integrating a Common Read Into A Learning Community: How The Immortal Life of Henrietta Lacks Impacted our Students," Chicago, IL. [Peer-Reviewed]

9. Murphy-Nugen, A. B. (November 1, 2017). North Carolina Public Health Preparedness & Response, Western Region Preparedness Coordinators' Meeting, "Community Engagement Seminar," MAHPC/MATRAC, MAHPC/MATRAC Regional Warehouse, Flat Rock, NC, United States. [Invited]

10. *Frerich, M., & Murphy-Nugen, A. B., (October 2017). Annual Program Meeting: Educating for the Social Work Grand Challenges, "Achieving Opportunity through Educational Access: Women's Post-Secondary Educational Experience During Incarceration," Council on Social Work Education (CSWE), Sheraton Dallas Hotel, Dallas, TX. [Peer-Reviewed]

11. *Robinson, J., & Murphy-Nugen, A. B. (October 2017). Annual Program Meeting: Educating for the Social Work Grand Challenges, "The Gendered Experience of Participating in an Older Adult Writing Group," Council on Social Work Education (CSWE), Sheraton Dallas Hotel, Dallas, TX. [Peer-Reviewed]

12. Murphy-Nugen, A. B., Snyder, M. M., Virtue, E., Wells, G. M., MacKusick, C., Rose, A. J. (October 10, 2017). "The Immortal Life of Henrietta Lack": Health Disparities and Cultural Humility," Western Carolina University, Office of Student Transitions, Cullowhee, NC. [Invited]

13. Murphy-Nugen, A. B. (June 3, 2017), 2017 Policy Conference 2.0 - Successes and Solutions: Policies that Work, "Final Dialogue and Action Planning," Influencing Social Policy, The Brown School at Washington University, St. Louis, MO. [Invited]

14. Murphy-Nugen, A. B., *Warren, J., *Haskins, B., *Henson, A., *Kooles, L, *Patterson, K., *Williams, K. (June 1, 2017 - June 3, 2017). 2017 Policy Conference 2.0 - Successes and Solutions: Policies that Work, "Millennials rise up: A case study in teaching and advocacy strategies for empowering and engaging students in voter outreach, education, and registration," Influencing Social Policy, The Brown School at Washington University, St. Louis, MO. [Peer-Reviewed]

15. Wells, G., Virtue, E., Murphy-Nugen, A. B. & MacKusick, C. (April 18, 2017). Lunch and Learn, "The Immortal Life of Henrietta Lacks: Using High-impact Practices in Upper-level Courses," Western Carolina University, College of Health and Human Sciences, Educational Strategies Committee. [Invited]

16. Murphy-Nugen, A. B. (March 22, 2017 - March 24, 2017). 2017 Gulf-South Summit on Service Learning & Civic Engagement through Higher Education, "From the Inside Out: Building Equitable and Just Communities through Team-Based Service-Learning Projects," University of North Carolina Greensboro, Greensboro, NC. [Peer-Reviewed]

17. MacKusick, C., Wells, G. M., Virtue, E., Snyder, M. M., Dulworth, J. R., Rose, A. J., Murphy-Nugen, A. B. (March 16, 2017). North Carolina Health Disparities Conference, "Use of a Common Intellectual Experience in a Health Sciences Learning Community to Expand Cultural Diversity and Understanding," North Carolina Alliance for Health Professions Diversity, Grandover Resort and Conference Center, Winston-Salem, NC. [Peer-Reviewed]

18. Murphy-Nugen, A. B., *McClain, T., *Maas, E. (June 22, 2016 - June 25, 2016). 2016 NASW National Conference, Leading Change: Transforming Lives, "Unheard Voices: Adopted Children's Perception about their Same-Sex Parents and Family," National Association of Social Workers, Washington, DC. [Peer-Reviewed]

19. Murphy-Nugen, A. B., *Maas, E., *McClain, T. (June 2, 2016 - June 4, 2016). Policy Conference 2.0, Race and Inequality: Policy & Advocacy for Structural Change, "Inequalities in Adoption Policy: Advocacy Strategies for Empowering Same-Sex Families," Influencing Social Policy, The Brown School, Washington University, St. Louis, MO. [Peer-Reviewed]

- 20. Murphy-Nugen, A. B.** (March 14, 2016). Workshop for Field Instructors, "Strengthening the Micro-Macro Bridge," Western Carolina University, Department of Social Work, Health and Human Sciences Building, Cullowhee, NC. [Invited]
- 21. MacKusick, C., Murphy-Nugen, A. B., Snyder, M. M., Rose, A. J., Wells, G. M.** (January 8, 2016). College of Health and Human Sciences Retreat, "Competency Based Education." Western Carolina University, College of Health and Human Sciences, Cullowhee, NC. [Invited]
- 22. Murphy-Nugen, A. & Beck, D.** (2015, October). *New frontier of housing and foreclosure counseling: Juxtaposing dreams and loss*. Presented at the Council on Social Work Education 2015 61st Annual Program Meeting, Social Work on the Frontiers of Change, Denver, CO. [Peer-Reviewed]
- 23. Murphy-Nugen, A. & Beck, D.** (2015, June). *Innovating housing and foreclosure counseling: Addressing issues of grief and loss to impact the psychological well-being of people and place*. Presented at the Network for Social Work Managers 2015 26th Annual Conference, Social Work Management, Impacting Communities and Changing Lives, Washington, DC. [Peer-Reviewed]
- 24. Murphy-Nugen, A., Barnett, C., Craig, C., McClellan, E., Nauman, S., Nethery, N., & Wilson, S.** (2015, June). *Rural methamphetamine contamination: Taking action to strengthen environmental, housing and consumer protections*. National Rural Social Work Caucus 2015 40th Annual National Conference on Social Work and Human Services in Rural Areas, Building Rural and Frontier Areas, Vermillion, SD. [Peer-Reviewed]
- 25. Murphy-Nugen, A.** (2014, July). *Hope Now? A Call for Social Work Leadership on Housing Policy and Foreclosure Response*. Presented at the National Association of Social Workers 2014 National Conference, Social Work: Courage, Hope and Leadership, Washington, DC. [Peer-Reviewed]
- 26. Murphy-Nugen, A.** (2014, May). *Housing Policy and Foreclosure Response at the Federal, State and Grassroots Levels: Implications for Social Work Advocacy and Practice*. Presented at the 2014 Policy Conference 2.0: Energizing for Activism: Recommitting to Policy Change, Austin, TX. [Peer-Reviewed]
- 27. Murphy-Nugen, A.** (2012, July). *Strengths-based planning: Using appreciative inquiry to build capacity and nurture sustainability*. Presented at the 37th annual national conference of the National Institute for Social Work and Human Services in Rural Areas, Nashville, IN. [Peer-Reviewed]
- 28. Murphy-Nugen, A.** (2012, July). *Strategy change cycle: A ten-step process to build capacity and nurture sustainability*. Presented at the 37th annual national conference of the National Institute for Social Work and Human Services in Rural Areas, Nashville, IN. [Peer-Reviewed]
- 29. Barton, W. H., Murphy-Nugen, A., & Bloomquist, K.** (2011, November). *Indiana High-Risk Youth Reentry Program: Preliminary evaluation findings*. Paper presented at the annual meetings of the American Society of Criminology, Washington, DC. [Peer-Reviewed]
- Murphy-Nugen, A.** (2010, March 19). *Red herring policy analysis model: A teaching tool for policy practice*. Presented at the 27th annual conference of the Association of Baccalaureate Social Work Program Directors (BPD), Atlanta, GA. [Peer-Reviewed]
- 30. Murphy-Nugen, A.** (2009, July 18). *Financial and developmental impacts of foreclosures on low- income and minority communities*. Presented at the Building the Unsettling Force: A National Conference to End Poverty jointly hosted by the Poor People's Economic Human Rights Campaign (PPERHC) and the Social Welfare Action Alliance (SWAA), Louisville, KY. [Peer-Reviewed]

31. Murphy-Nugen, A. & Richardson, R. (2009, April 8). *Professional socialization of MSW leadership students*. Poster presentation at the Indiana University School of Social Work Ph.D. Spring Symposium. Indianapolis, IN. [Not Peer-Reviewed]

32. Murphy-Nugen, A. (2008, April 23). *Executive director succession planning in rural Indiana community-based development organizations*. Poster presentation at the Indiana University School of Social Work Ph.D. Spring Symposium. Indianapolis, IN. [Not Peer-Reviewed]

TECHNICAL REPORTS:

Barton, W.H., **Murphy-Nugen, A.**, & Bloomquist, K. (2012). *Indiana Juvenile Justice Task Force High Risk Youth Reentry Evaluation: Final Report, 2012*. Indiana University School of Social Work, Indianapolis, IN.

Barton, W.H. & **Murphy-Nugen, A.** (2010). *Indiana Juvenile Justice Task Force High Risk Youth Reentry Evaluation: Annual Progress Report, 2009*. Indiana University School of Social Work, Indianapolis, IN.

Barton, W.H. & **Murphy-Nugen, A.** (2009). *Indiana Juvenile Justice Task Force High Risk Youth Reentry Evaluation: Annual Progress Report, 2008*. Indiana University School of Social Work, Indianapolis, IN.

PROFESSIONAL SERVICE:

UNIVERSITY:

Western Carolina University, Office of the Chancellor, Provost and Vice Chancellor for Academic Affairs Search Committee, Committee Member. (February 2020 - Present).

Western Carolina University, Institutional Planning and Effectiveness, Policy 51 Review, Committee Member. (August 2019 - Present).

Western Carolina University, Graduate School, 2019 Curtis Wood Graduate Mentoring Award Committee, Committee Member. (February 2019 - Present).

Western Carolina University, Office of the Provost, US1130 Diversity Inclusion Committee, Committee Member. (March 2018 - June 2019).

Western Carolina University, Office of the Provost, Faculty Promotional Salary Ad Hoc Committee, Committee Member. (February 2019 - May 2019).

Western Carolina University, Faculty Senate, Student Assessment of Instruction (SAI) Task Force, Committee Member. (September 2018 – May 2019).

Western Carolina University, 2018 Campus Theme Steering Committee, Committee Member. (March 2018 – May 2019).

Western Carolina University, Office of the Provost, US1130 Diversity Inclusion Committee, Committee Member. (March 2018 – May 2019).

Western Carolina University, Faculty Senate, Senate Planning Committee, Committee Member. (September 2018 – May 2020).

Western Carolina University, Faculty Senate, Faculty Affairs Council, Member (May 2016 – Present), Chair, (September 2018 – May 2020).

Western Carolina University, Faculty Senate, Faculty Senator. (May 2016 – May 2020).

Western Carolina University, Office of the Provost, Center for Service Learning, Civic Action Planning Committee, Committee Member. (February 2017 - Present).

Western Carolina University, Board of Governor's Teaching Award Committee, Committee Member. (August 2016 – May 2019).

Western Carolina University, One Book Committee, Committee Member. (August 2016 – May 2018).

Western Carolina University, Office of the Provost, Civic Discourse and Civility Committee. (March 2016-September 2016).

Western Carolina University, First-Year Experience, USI130 Instructor. (June 2015 – December 2016).

Indiana State University, University Graduate Council, Curricular Affairs Sub-committee, September 2013-present

Indiana State University, First Generation Faculty Mentor Program, Faculty Mentor, September 2013-May 2014

COLLEGE:

Western Carolina University, College of Health and Human Services, Dogwood Trust Workgroup, Committee Member. (August 2019 - Present).

Western Carolina University, College of Health and Human Services, Educational Strategies Committee, Committee Member (August 2016 – May 2019), Vice-Chair (August 2017 – May 2018), Chair (August 2018 – May 2019).

Western Carolina University, College of Health and Human Sciences, New Health Sciences Degree Curriculum Working Group. (December 2015 – December 2016).

Western Carolina University, Coulter Faculty Commons, FACE Group, Health Educators Academy 2015-16 Cohort, FACE Group Facilitator. (August 2015 – May 2016).

Western Carolina University, College of Health and Human Sciences, Health Educators Academy. (July 2015 - Present).

Western Carolina University, College of Health and Human Sciences, Board of Governor's Innovation in Teaching Award. (March 2015-April 2015).

DEPARTMENT:

Western Carolina University, Department of Social Work, Field Instructor. (August 2019 - Present).
Graduate Student: Berkley Churchill

Western Carolina University, Department of Social Work, Inclusive Excellence Committee, Committee Member. (August 2018 – Present).

Western Carolina University, Department of Social Work, Scholarships and Awards Committee, Committee Member. (August 2016 - Present).

Western Carolina University, Department of Social Work, Search Committee, Committee Member. (March 2017 – July 2017).

Western Carolina University, Department of Social Work, Scholarships and Awards Committee, Committee Member. (August 2016 - Present).

Western Carolina University, Department of Social Work, Curriculum Committee, Committee Member (September 2015 - Present); Research Integration Sub-committee, Sub-committee Member (August 2018 – Present), Chair (August 2018 – Present).

Western Carolina University, Department of Social Work, Field Supervisor. (August 2015 - Present).
Fall 2017: Samantha Hinojosa, BSW Student, Jackson County Circles of Hope
Fall 2016-Spring 2017: Ric Rappold, MSW Student, SPARC
Fall 2015-Spring 2016: Kimberly Purser, MSW Student, Elida

Western Carolina University, Department of Social Work, Search Committee 1. (January 2016 - February 2016).

Western Carolina University, Department of Social Work, Search Committee 3. (February 2016 - Present).

Western Carolina University, Department of Social Work, Search Committee 4. (February 2016 - Present).

Indiana State University, Department of Social Work, Bachelor of Social Work Program, Curricular and Academic Affairs Sub-Committee, January 2014-May 2014

Indiana State University, Department of Social Work, Master of Social Work Program, Curricular and Academic Affairs Sub-Committee, January 2014-May 2014

Indiana State University, Department of Social Work, Curricular and Academic Affairs Committee, January 2014-May 2014

Indiana State University, Department of Social Work, Master of Social Work Program, Field Sub-Committee, January 2014-May 2014

Indiana State University, Department of Social Work, Field Committee, January 2014-May 2014

Indiana State University, Department of Social Work, Search Committee for Instructor Position, January 2014-May 2014

PROFESSIONAL:

Mountain Projects, Smoky Mountain Housing Partnership Advisory Board, Board of Advisors. (January 2020 - Present).

Mountain Projects, Affordable Housing Task Force, Member. (June 2019 – December 2019).

Circles of Hope Cashiers-Glenville, Poverty Simulation Facilitator. (May 30, 2019).

Jackson County, Office of Planning, Housing Committee, Public Attendee. (January 2018 – Present).

Influencing Social Policy (ISP), 2020 MACRO Conference Planning Sub-Committee, Co-Chair. (August 2018 – Present).

Advances in Social Work, Special Issue, Volume 19, Promoting Social Change: Policy Advocacy, Research, and Innovation in Social Work, Co-Guest Editor. (February 2018 – January 2020)

Influencing Social Policy (ISP), 2018 Policy Conference 2.0 Planning Committee, Chair. (August 2017 – August 2018).

Council on Social Work Education (CSWE), National Task Force, Specialized Practice Curricular Guide for Macro Social Work Practice, Task Force Member, Washington, DC. (June 23, 2017 – December 2018).

Jackson County Circles of Hope, Big View Team, Committee Member, Sylva, NC. (December 2016 – September 2017).

Jackson County Circles of Hope, Guiding Coalition, Guiding Coalition Member, Sylva, NC. (October 2016 – September 2017).

Influencing Social Policy (ISP), 2017 Policy Conference 2.0 Planning Committee, Committee Member. (August 2016 – August 2017).

Council on Social Work Education (CSWE), Reviewer, Economic Well-being Project, Washington, DC. (July 2016 - August 2016).

Advances in Social Work, Reviewer, Journal Article. (October 26, 2015 - Present).

Boys and Girls Club of the Plateau, Strategic Plan Design and Facilitation. (February 2015-September 2015).

Special Commission to Advance Macro Social Work Practice, Task Force Member. (May 2015 - Present).

United Way of Wabash Valley, Community Impact Review Team Six, January-February 2014

Indianapolis Neighborhood Resource Center, Board of Directors, 2006-2012; Finance Committee, September 2006-January 2010; Strategic Plan Task Force, October 2008- January 2010; Executive Committee, October 2009-October 2010, Secretary, October 2009- October 2010;

Board Development and Governance Committee, Chair, December 2009-2012; Nominating Committee, Chair, May 2010-October 2010, May 2011-October 2011; May 2012—October 2012

Great Indy Neighborhoods Steering Committee, ICND Representative, January 2006-June 2007

National Association of Social Workers, PACE Committee Chair, 2005-2007

Indiana Rural Development Council, Indiana Housing Assistance Review Team, March 2001-January 2008

State of Indiana Consolidated Plan, Plan Coordinating Committee Member, December 2001- August 2005

Legislation, Education, and Advocacy Day for Social Workers (LEAD), Planning Committee, August 2001-2007; Chair, August 2005-June 2007

PROFESSIONAL DEVELOPMENT:

Legislative Breakfast, "42nd Annual Legislative Breakfast on Mental Health: Building Access to Care, Paradigm, Partnership, & Possibilities," National Association of Social Workers, North Carolina State Chapter. (February 1, 2020).

Workshop, "Selection Committee Diversity Training," Western Carolina University, Office of the Provost. (November 15, 2019).

Workshop, "The U.S. Census: High stakes, current issues and ways social work can support a complete count," Influencing Social Policy. (November 13, 2019).

Summit, "North Carolina Social Work Policy Educators Summit," National Association of Social Workers, North Carolina Chapter. (October 11, 2019).

Town Hall, "Opioid and Addiction Town Hall," Western Carolina University, Center for the Study of Free Enterprise. (October 3, 2019).

Workshop, "Macro social work practice webinar," Council on Social Work Education [CSWE]. (September 4, 2019).

Convocation, "2019 New Student Convocation; Keynote Address, Bakari Sellers," Western Carolina University, Office of Student Transitions. (August 16, 2019).

Institute, "Summer Institute of Teaching and Learning," Western Carolina University, Coulter Faculty Commons for Excellence in Teaching & Learning. (May 21, 2019 - May 22, 2019).

Conference, "Southern Trans Health and Wellness Conference: Creating Trans Health Equity," NAHEC and Wake Forest School of Medicine, Winston-Salem, North Carolina. (March 7, 2019 – March 8, 2019).

Advocacy Day, "Social Work Advocacy Day," National Association of Social Workers, North Carolina State Chapter, Raleigh, IN. (March 6, 2019).

Chancellor's List Event, Speaker Series, "Chancellor's List Event, Distinguished Speaker Series: Michael Steele," Western Carolina University, Division of Academic Affairs. (February 12, 2019).

Conference, "2018 Annual Program Meeting: Expanding Interprofessional Education to Achieve Social Justice," Council on Social Work Education, Orlando, FL. (November 8, 2018 – November 11, 2018).

Workshop, "Voting is Social Work: Workshop 3," National Voter Mobilization Campaign. (October 3, 2018).

Chancellor's List Event, Speaker Series, "Chancellor's List Event, Distinguished Speaker Series: Honorable Loretta Lynch," Western Carolina University, Division of Academic Affairs. (September 18, 2018).

Workshop, "Equity in the Center, Awake to Woke to Work: Building a Race Equity Culture," Network for Social Work Management. (September 12, 2018).

Convocation, "2018 New Student Convocation," Western Carolina University, Office of Student Transitions. (August 17, 2018).

Workshop, "Voting is Social Work: Workshop 2," National Voter Mobilization Campaign. (August 2, 2018).

Workshop, "Voting is Social Work: Workshop 1," National Voter Mobilization Campaign. (July 11, 2018).

Conference, "2018 Policy Conference 2.0: Influencing Social Policy, The Next 20 Years!," Influencing Social Policy, St. Louis, MO. (May 31, 2018 – June 2, 2018).

Institute, "Policy Teaching Institute," Influencing Social Policy, St. Louis, MO. (May 31, 2018).

Institute, "Summer Institute for Teaching and Learning: Teaching and Learning in a Time of Change,"

Western Carolina University, Coulter Faculty Commons for Excellence in Teaching and Learning. (May 22, 2018 – May 24, 2018).

Institute, "Faculty Institute for Community Engagement, Service Learning Courses," Western Carolina University, Center for Service Learning, Cullowhee, North Carolina, United States. (February 16, 2018).

Conference, "Pathways to Achieving Civic Engagement Conference," North Carolina Campus Compact, Elon, North Carolina. (February 14, 2018).

Institute, "Civic Engagement Institute, Education for Democracy: Promoting Civility and Problem Solving through Deliberative Dialogue," Campus Compact North Carolina, Elon, North Carolina, United States. (February 13, 2018).

Institute, "Faculty Institute for Community Engagement, Retreat," Western Carolina University, Center for Service Learning, Cullowhee, North Carolina, United States. (February 3, 2018).

Institute, "Faculty Institute for Community Engagement, Opening Ceremony," Western Carolina University, Center for Service Learning, Cullowhee, North Carolina, United States. (February 2, 2018).

2017 Annual Program Meeting, "Educating for the Social Work Grand Challenges, "Achieving Opportunity through Educational Access, Council on Social Work Education (CSWE), Sheraton Dallas Hotel, Dallas, TX. (October 19-22, 2017).

Round Table, "Integrating the One Book," Western Carolina University, Office of Student Transitions, Cullowhee, NC, United States. (August 29, 2017).

Conference, "2017 Policy Conference 2.0, Successes and Solutions: Policies that Work, Influencing Social Policy, St. Louis, MO. (June 1, 2017 - June 3, 2017).

Summit, "2017 Competency-Based Education Summit," University of North Carolina, Raleigh, NC. (May 25, 2017).

Institute, "Summer Institute for Teaching and Learning: Take your Teaching to the Next Level," Western Carolina University, Coulter Faculty Commons for Excellence in Teaching and Learning. (May 16, 2017 - May 18, 2017).

Retreat, "Writing Retreat," Western Carolina University, Coulter Faculty Commons for Excellence in Teaching and Learning. (May 10, 2017 - May 11, 2017).

Workshop, "Household Finances in Social Work Education: Tools for Educators," Center for Social Development, Washington University, St. Louis; U.S. Consumer Financial Protection Bureau; and, Council on Social Work Education. (April 25, 2017).

Workshop, "Collegial Review Round Table Discussion," Western Carolina University, Office of the Provost, Cullowhee, North Carolina, United States. (April 24, 2017).

Workshop, "Safe Zone Training," Western Carolina University, Intercultural Affairs, Cullowhee, North Carolina, United States. (April 11, 2017 - April 25, 2017).

Conference, "2017 Gulf South Summit, Partner Up! Fostering Just and Inclusive Communities Together," Gulf South Summit, Greensboro, NC, United States. (March 22, 2017 - March 24, 2017).

Advocacy Day, "Social Work Advocacy Day," National Association of Social Workers, North Carolina State Chapter, Raleigh, NC. (March 1, 2017).

Workshop, "Green Zone: Military Friendly Area of Operation at Western Carolina University," Western Carolina University, Military Student Services. (October 5, 2016).

Workshop, "Trigger alerts," Western Carolina University, Office of the Chief Diversity Officer. (September 21, 2016).

Summit, "Policy Educators Summit," National Association of Social Workers, North Carolina State Chapter, Raleigh, NC. (September 16, 2016).

Conference, "2016 NASW National Conference, Leading Change, Transforming Lives," National Association of Social Workers, Washington, DC. (June 22, 2016 - June 25, 2016).

Conference, "2016 Policy Conference 2.0 Race and Inequality: Policy & Advocacy for Structural Change," Influencing Social Policy, St. Louis, MO. (June 2, 2016 - June 4, 2016).

Summit, "2016 Competency-Based Education Summit," University of North Carolina, Raleigh, NC. (May 17, 2016).

Conference, "Pathways to Achieving Civic Engagement Conference," North Carolina Campus Compact, High Point, NC. (February 10, 2016).

Institute, "Democratic Education: 100 Years Beyond Dewey," North Carolina Campus Compact, Civic Engagement Institute, High Point, NC. (February 9, 2016).

Summit, "North Carolina Social Work Policy Educators Summit," National Association of Social Workers, North Carolina State Chapter, Raleigh, NC. (October 30, 2015).

Workshop, "Pedagogies of Hope: Social Responsibility, Engaged Teaching, & the Future of Education," Western Carolina University, Center for Service Learning. (October 6, 2015).

Lunch and Learn, Documentary Screening and Discussion, "White People," Western Carolina University, Department of Intercultural Affairs. (September 2, 2015).

Workshop, "Culturally Responsive Caring and the Inclusive Workplace: Implications for Leadership," Network for Social Work Management, Webinar. (June 18, 2015).

Academy, "Health Educators Academy, 2015-16," Western Carolina University, College of Human and Human Sciences. (July 20, 2015 - July 23, 2015).

Institute, "Summer Institute for Teaching and Learning: SPACE for Learning, Learning Space," Western Carolina University, Coulter Faculty Commons. (May 19, 2015 - May 21, 2015).

"Service learning information session." (2014, October). Hosted by Western Carolina University, Coulter Faculty Commons and Center for Service Learning.

"New faculty/honors college introduction and reception." (2014, September). Hosted by Western Carolina University, Office of the Provost and Honors College.

"Lunch and learn: Flipping your classroom using Panopto." (2014, September). Hosted by Western Carolina University, College of Health and Human Sciences, Educational Strategy Committee.

"New faculty orientation." (2014, August). Hosted by Western Carolina University, Office of the Provost.

"Teaching Triangles." (2014, April-May). Hosted by Indiana State University, Faculty Center for Teaching Excellence.

"Provocative ideas brownbag lunch series: Can grit be taught?" (2013, September). Hosted by Indiana State University, University College.

"Social and learning luncheon." (2013, August). Hosted by the National Association of Social Workers, Indiana Chapter, Region 9.

"New faculty orientation." (2013, August-December). Hosted by Indiana State University, Academic Affairs.

"Democratic engagement in a technocratic world." (2013, April). Hosted by Indiana University Purdue University Indianapolis, Center for Service and Learning.

"Shaping the learning experience: What the best college teachers and the best college students do." Bloomington, IN. (2013, April). Hosted by the Indiana University Bloomington FACET program, the Bloomington Scholarship of Teaching and Learning Program and the Center for Innovative Teaching and Learning.

"Structural equation modeling." Indianapolis, IN. (2012, August). Hosted by The School of Social Work, Indiana University.

"Annual policy symposium: Coming home, framing the housing challenges, veterans' housing issues and broader policy solutions." Washington, D.C. (2012, June). Hosted by the National Housing Conference and Center for Housing Policy.

"Moving out: How future demand will impact housing opportunity." Washington, D.C. (2012, June). Hosted by the Urban Land Institute, Terwilliger Center for Housing.

2012 national conference: Strategies for strengthening communities." New Orleans, LA. (2012, April). Hosted by the U.S. Department of Housing and Urban Development, Office of University Partnerships.

"Oncourse advanced features." Indianapolis, IN. (2011, August). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Teaching at IUPUI: Syllabus and first day of class. Indianapolis, IN. (2011, August). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Oncourse: Preparing your course site." Indianapolis, IN. (2011, August). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Teaching at IUPUI: Navigating IUPUI." Indianapolis, IN. (2011, August). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Integrating the new IUPUI common theme: Sharing ideas." Indianapolis, IN. (2011, August). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Teaching today's students." Indianapolis, IN. (2011, July). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Enhancing online course series, sessions 1-5: Online course showcase and online teaching guidelines, web content delivery, planning an evaluation for your blended learning or online course, managing online interactions, assessing student learning in online courses." Indianapolis, IN. (2011, June). Hosted by The Center for Teaching and Learning, Indiana University Purdue University.

"Promoting a culture of social justice: Social work and social change." Atlanta, GA. (2010, March). Hosted by the Association of Baccalaureate Social Work Program Directors (BPD).

"Building rights, culture, and justice: Social work as a change agent." San, Antonio, TX. (2009, November). Hosted by the Council on Social Work Education.

"Discussing Research and Volunteer Topics," Cologne, Germany. (2009, Sept./Oct.). Sponsored by Catholic Charities Archdiocese of Cologne, Germany.

"Institute for Heideggerian Hermeneutical Methodologies," Indianapolis, IN. (2009, June). Sponsored by the Institute for Heideggerian Hermeneutical Methodologies. Hosted by the Indiana University School of Nursing.

OTHER APPOINTMENTS AND PROFESSIONAL CONSULTANTSHIPS:

January-May 2017

Council on Social Work Education, Influencing Social Policy, and Network for Social Work Management, Washington, DC: Independent Consultant.

Developed and delivered training curriculum through two national webinars: 1. Webinar 1, Strengthening the Micro-Macro Bridge: Integrating Policy into your Social Work Practice, and 2. Webinar 2, Strengthening the Micro-Macro Bridge: Cultivating an Agency Culture for Policy Conscious Practice. Topics covered included: Social work professional roles/responsibilities; ethical obligations of advocates; legal considerations of advocacy; and, organizational visioning and strategic planning for policy practice.

February-August 2015

Boys and Girls Club of the Plateau, Cashiers, NC: Independent Consultant, Pro bono project. Collaboratively partnered with organizational representatives to design, plan, facilitate and prepare a three-year strategic plan; collected and analyzed data from stakeholder interviews, focus groups, observation, and analysis of key organizational documents. Authored comprehensive report detailing evaluative findings and strategic recommendations. Used the research findings to facilitate a strategic planning session and, in collaboration with organization, authored three-year organizational and programmatic strategic plan.

September 2013

Indiana Community Action Association, Indianapolis, IN: Independent Consultant. Developed and facilitated training curriculum, *Interpersonal relationships, conflict resolution and confidentiality in the workplace*. Topics covered included: Ethical and legal responsibilities associated with confidentiality; Using the DiSC® inventory to develop effective working relationships; Workplace communication; Interpersonal relationships in workplace; Personality styles; Resolving conflict; Fostering constructive and creative workplace interactions

August 2013

Indiana Community Action Association, Indianapolis, IN: Independent Consultant. Developed and facilitated training curriculum, *Motivating clients and families*. Topics covered included: Building professional relationships; Assessing client readiness and motivation for change; Using motivational interviewing techniques in case management; Importance of goal setting in motivating clients; Understanding and developing MAPS (measurable, attainable, positive specific) framework for goal setting

September 2012

Indiana Community Action Association, Indianapolis, IN: Independent Consultant. Developed and facilitated training curriculum, *Effective Intake and Interview Skills Training*. Topics covered included: Core interpersonal qualities and skills of professional practitioners; Key steps to prepare for, open and close meetings with clients; Using questions to explore, identify strengths, seek clarification and further understanding with clients; Using questions to assess client's stage of change

July 2012

Indiana Community Action Association, Indianapolis, IN: Independent Consultant.

Developed and facilitated training curriculum, Professional and Ethical Boundaries Training

Topics covered included: Distinguishing characteristics & boundaries between professional and personal relationships; Forming effective professional relationships; Self-awareness of personal beliefs and professional values; Cultural competency; Organizational responsibilities, rules and context; Identifying and resolving ethical dilemmas; overview of general legal obligations of practitioner-client relationships

July 2012

Indiana Association for Community Economic Development, Indianapolis, IN: Independent Consultant.

Revised and facilitated training curriculum, *Measuring What Matters: Using Data to Make Decisions*. Topics covered included: Strategy Change Cycle, Quantitative and Qualitative Research Design, Data Collection and Analysis, Organizational Effectiveness Evaluation Frameworks, Program Evaluation Models, Measurement, and Ethical Issues.

May-June 2011

Pearson Education, Boston, MA: Independent Consultant.

Revised instructor's manual and test bank for Netting, F., Kettner, P.M., McMurty, S.L., and M.L. Thomas (2012). *Social work macro practice* (5th ed.). Allyn & Bacon, MA. Contract included revising multiple choice questions; developing five essay questions, five discussion questions and three chapter activities/assignments for eleven chapters; and identifying three relevant and scholarly book, journal article and websites relevant to the content of each chapter.

October-November 2010

Indiana Association for Community Economic Development, Indianapolis, IN: Independent Consultant.

Developed and facilitated training curriculum, *Measuring What Matters: Using Data to Make Decisions*. Topics covered included: Strategy Change Cycle, Quantitative and Qualitative Research Design, Data Collection and Analysis, Organizational Effectiveness Evaluation Frameworks, Program Evaluation Models, Measurement, and Ethical Issues.

September-October 2010

Milestone Ventures Inc., Indianapolis, IN: Independent Consultant.

Prepared a five-year neighborhood revitalization plan for the West Second Street Corridor located in Sheridan, IN. Collected and analyzed data from primary and secondary sources, including resident feedback from a facilitated public forum and socio-economic databases.

January-April 2010

Hamilton County Area Neighborhood Development, Noblesville, IN: Independent Consultant.

Designed and performed a case study using organizational life cycle theory to assess organizational challenges and opportunities. Collected and analyzed data from stakeholder interviews, observation, and analysis of key organizational documents. Authored comprehensive report detailing evaluative findings and strategic recommendations. Used the research findings to facilitate a strategic planning session and, in collaboration with organization, authored three-year organizational and programmatic strategic plan.

January-August 2008

Indianapolis Coalition for Neighborhood Development, Indianapolis, IN: Independent Consultant.

Management and programmatic services provided to citywide coalition of community-based development organizations. Identified, monitored, and researched federal, state, and local policies impacting the missions of ICND's coalition members. Convened and facilitated ad hoc committees on strategic policy initiatives resulting in the development of policy statements and

advocacy efforts. Represented ICND before state and local constituency groups and policymakers.

- Developed strategy that resulted in a 40 percent increase in membership for the purpose of strengthening coalition to achieve its shared vision of community development.
- Increased communication and collaboration with key government and funding stakeholders resulting in beneficial policy changes to HOME, CDBG and core operating support.
- Designed structure and secured funding for a citywide community development internship program resulting in increased organizational capacity for ICND's members and interest among emerging leaders to pursue careers in community development.

December 2001-January 2008

Indiana Association for Community Economic Development (IACED), Indianapolis, IN:

Deputy Director

August 2005-January 2008

Program Manager

March 2002-August 2005

Membership Services Manager

December 2001-March 2002

Managed fee-for-service line of business, including proposal development, marketing, and project completion, which included performing research for and preparing \$700,000 Consolidated Plan for Hamilton County that resulted in services provided to individuals with low- and moderate- incomes. Provided, managed, and monitored over \$600,000 in CHDO technical assistance grants from U.S. Department of Housing and Urban Development. Secured and administered over \$160,000 in affordable housing regulatory training and program grants from the Indiana Housing and Community Development Authority. Collaborated with for-profit partner to meet regulatory requirements in distributing \$25 million allocation of New Market Tax Credits (NMTC). Researched and developed public policy issues and data; prepared policy statements and collaborated with other local and national stakeholders to promote IACED's public policy goals. Formed partnerships with intermediary organizations and government agencies that provide services to IACED members. Represented IACED on statewide task forces, boards, and other forums to further the mission of IACED and the community economic development field. Facilitated community planning processes, including large public forums and small stakeholder meetings. Supported and provided team leadership for the training and technical assistance staff through resource planning, work assignment, information exchange, and setting project goals. Provided organizational development technical assistance including organizational assessments, board governance training, visioning and strategic plans, resource development plans, succession plans, and financial management reviews. Conducted project development technical assistance including community assessments, housing and market analysis, monitoring regulatory compliance, program audits, asset management plans, and project underwriting. Acted as Program Director, which included all aspects of not-for-profit management, to the Indianapolis Coalition for Neighborhood Development. Provided staff leadership in analyzing, developing strategy and mobilizing IACED's membership on policy impacting core programs, including, but not limited to, HOME Investment Partnerships Program (HOME), Community Development Block Grant (CDBG), Low-Income Housing Tax Credit (LIHTC) and New Market Tax Credits (NMTC).

July 2001-December 2001

Indiana Coalition on Housing and Homeless Issues (ICHHI), Indianapolis, IN: Policy Analyst.

Provided analysis and recommendations on a variety of issues including: state and local government revenues structure to sustain current and future program needs; and the implementation of state and federal laws related to low-income individuals including Temporary Assistance to Needy Families (TANF), Welfare-to-Work, Medicaid, Children's Health Insurance Program, Workforce Investment, housing and Food Stamps. Provided education and information in local, regional and statewide workshops and meetings. Represented ICHHI before state and local constituency groups and policymakers.

October 2000-July 2001

Indiana Association for Community Economic Development (IACED), Indianapolis, IN: Public Policy Assistant.

Monitored and reported on policy activity during the legislative session, emphasizing Neighborhood Assistance Program (NAP), Individual Development Accounts (IDAs), lead-based paint activities, Community Development Action Grant (CDAG), and the Indiana Affordable Housing Trust Fund. Created policy fact sheets, policy alerts, and other educational materials for IACED members.

Participated in planning the First Statewide Summit on Hispanic/Latino Issues, which included researching immigrant policy issues, meeting with stakeholders, and coordinating programmatic and logistical aspects for the event.

June 2000-October 2000

Indiana Coalition Against Domestic Violence, Indianapolis, IN: Resource Center Associate. Provided education and information on sexual and domestic violence to ICADV members and the general public. Researched public policy issues and data relating to sexual and domestic violence. Performed communications, marketing, and programmatic activities on behalf of ICADV members. Provided direct service to victims of sexual and domestic violence through ICADV's crisis line.

September 1999-June 2000

Exodus Refugee/Immigration, Inc., Indianapolis, IN: Case Manager
Provided comprehensive case management services to refugees

HONORS AND AWARDS:

Chancellor's Distinguished Teaching Award *Finalist* (1 of 4), Office of the Provost, Teaching, University (March 2020)

Chancellor's Distinguished Teaching Award *Finalist* (1 of 4), Office of the Provost, Teaching (April 2019)

Inclusive Excellence Awards *Nominee (1 of 4 finalists)*, Council on Inclusive Excellence (April 2019)

Curtis W. Wood Award for Excellence in Mentoring Graduate Students, Western Carolina University, Graduate School & Research, Scholarship/Research, University, Nominee (*Ineligible for consideration due to receiving award in 2018*) (March 2019)

Chancellor's Travel Fund Award, Western Carolina University, Office of the Chancellor, Scholarship/Research, Awarded (December 2018)

Curtis W. Wood Award for Excellence in Mentoring Graduate Students, Western Carolina University, Graduate School & Research, Scholarship/Research, University, Awarded (March 22, 2018)

Chancellor's Travel Fund Award, Western Carolina University, Office of the Chancellor, Scholarship/Research, October 2017

Chancellor's Travel Fund Award, Western Carolina University, Office of the Chancellor, Scholarship/Research, June 2017

Star Engagement Project Award, Western Carolina University, Center for Service Learning, Service, Community, University, November 2016

Meritorious Service Award, Western Carolina University, Center for Service Learning, Service, Community, Local, April 2016

Faculty Student Engagement Award, Western Carolina University, College of Health and Human Sciences, Service, University, Department, April 2016

Chancellor's Travel Fund Award, Western Carolina University, Office of the Chancellor, Scholarship/Research, National, November 2015

Excellence in Teaching, Indiana University School of Social Work, April 2013

Educational Enhancement Grant, Indiana University Graduate School, May 2010

Excellence in Teaching, Indiana University School of Social Work, April 2010

PROFESSIONAL ORGANIZATIONS:

Association for Community Organization & Social Administration, National (2008 - Present)

Council on Social Work Education, International (2013 - Present)

Influencing Social Policy, National (2008 - Present)

National Association of Social Workers, National (2001 - Present)

Network for Social Work Management, National (2012 - Present)

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: July 28, 2020

SUBJECT: Homelessness Task Force Facilitator Contract

AGENDA INFORMATION:

Agenda Location: Homelessness Task Force Facilitator Contract
Item Number: **G10**
Department: Finance
Contact: Ben Turnmire, Finance Director
Presenter: **Ben Turnmire, Finance Director**

BRIEF SUMMARY:

The Town of Waynesville Board of Aldermen has created a Task Force on Homelessness. It is the desire to provide a facilitator for the Task Force. In order to enter into a contract with the Facilitator funds must be appropriated in the FY 2020-2021 Budget.

MOTION FOR CONSIDERATION: Motion to approve Budget Amendment.

FUNDING SOURCE/IMPACT: (must have approval by Finance Director prior to submission to the Board)

<u>S: Ben Turnmire</u>	<u>07/06/20</u>
Ben Turnmire, Finance Director	Date

ATTACHMENTS:

Budget Amendment

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Recommend Approval

Ordinance No. O-10-20

Amendment No.1 to the 2020-2021 Budget Ordinance

WHEREAS, the Board of Aldermen of the Town of Waynesville, wishes to amend the 2020-2021 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Waynesville that the 2020-2021 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

103900-493992	Appropriated Fund Balance	\$ 32,500.00
		<hr/>
	Total General Fund revenue increase	\$ 32,500.00

Increase the following appropriations:

104110-521990	Professional Services	\$ 32,500.00
		<hr/>
	Total General Fund appropriation increase	\$ 32,500.00

Adopted this 28th day of July 2020.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Eddie Ward
Town Clerk

Approved As To Form:

William E. Cannon, Jr.
Town Attorney

Ordinance No. O-10-20

Amendment No.1 to the 2020-2021 Budget Ordinance

WHEREAS, the Board of Aldermen of the Town of Waynesville, wishes to amend the 2020-2021 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Waynesville that the 2020-2021 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

103900-493992	Appropriated Fund Balance	\$ 53,500.00
		<hr/>
	Total General Fund revenue increase	\$ 53,500.00

Increase the following appropriations:

104110-521990	Professional Services	\$ 53,500.00
		<hr/>
	Total General Fund appropriation increase	\$ 53,500.00

Adopted this 28th day of July 2020.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Eddie Ward
Town Clerk

Approved As To Form:

William E. Cannon, Jr.
Town Attorney