



Town of Waynesville, NC

Board of Aldermen Regular Meeting

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

Date: November 9, 2021 Time: 6:00 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

B. PUBLIC COMMENT

C. CONSENT AGENDA

All items below are routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless a Board member so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

- i. Adoption of minutes of the October 26th regular meeting
- ii. Special Events Permit – Hazelwood Old Timey Parade

D. PUBLIC HEARING

2. Public Hearing to consider a Text Amendment to the Land Development Standards Section 11.6 to establish a new sign category for Elementary and Secondary Schools and associated standards.
 - Byron Hickox, Land Use Administrator

Motion: To adopt a Consistency Statement indicating that the proposed amendment is reasonable and consistent with the 2035 Comprehensive Land Use Plan.

Motion: To approve, or approve with changes, a proposed Text Amendment to the Land Development Standards Section 11.6 regarding signage for Elementary and Secondary Schools.

E. NEW BUSINESS

3. Pigeon Street Reconstruction and Paving Project Budget Amendment Approval
 - Dean Trader

Motion: To approve Ordinance No. O-23-21 Budget Amendment 9 for the CIP items in the total amount of \$698,000.00 for the Pigeon Street Reconstruction and Paving project.

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

November 9, 2021

- 2 -

F. COMMUNICATION FROM STAFF

4. Manager's Report

- Town Manager, Rob Hites

-

5. Town Attorney Report

- Town Attorney, Martha Bradley

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

6. Request from Alderman Dickson to adopt a letter of support of an U.S. Economic Development Grant

- Alderman Chuck Dickson

H. 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

November 2021

Thursday November 11 Veterans Day	Town Offices Closed -
Tuesday November 23	Board of Alderman Meeting- Regular Session
Thursday & Friday November 25 & 26	Town Offices Closed - Thanksgiving
Friday December 3	Waynesville Christmas Tree Lighting – Main Street - 6:00 pm
Monday December 6	Waynesville Christmas Parade – Main Street - 6:00 pm
Saturday December 11	Night Before Christmas – Main Street – 6:00 pm
Tuesday December 14	Board of Aldermen Meeting – Regular Session
December 23, 24 & 27th	Town Closed – Christmas Holidays

Board and Commission Meetings – November 2021

ABC Board	ABC Office – 52 Dayco Drive	November 16 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	November 2 1 st Tuesday 5:30 PM
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	Meets as needed <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	November 3 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	November 15 3 rd Monday 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	November 11 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	November 17 3 rd Wednesday 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	November 9 2 nd Tuesday 3:30 PM

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
Regular Meeting
October 26, 2021

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday October 26, 2021 at 6:00 pm. 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 6:03 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
Jesse Fowler, Assistant Town Manager
Eddie Ward, Town Clerk
Martha Bradley, Town Attorney
Police Chief David Adams
Jeff Stines, Public Works Director
Lisa Burnett, Purchasing Agent
Elizabeth Teague, Development Services Director

The following media representative was present:

Becky Johnson, Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone to the meeting and reminded them of the upcoming events:

Treats on the Street, Saturday October 30, 5:00 – 7:00 pm
Hazelween, Saturday October 30, 5:00 – 7:00 pm
Election Day, Tuesday November 2nd

B. PUBLIC COMMENT

Comments were made by: **Joslyn Schaeffer, 98 High Street Waynesville**, concerning the Homelessness Task Force.

Noelle Pederson, 55 Welch Street Waynesville, commented on a no rules shelter.

Peggy Hannah, Hemlock Street Waynesville, thanked the Board and staff, for getting lights in Hazelwood. She asked for more mulch to be placed in the Dog Park at the Recreation Center.

C. CONSENT AGENDA

All items below are routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless a Board member so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

- i. Adoption of minutes of the September 28, 2021 regular meeting
- ii Adoption of minutes of the October 12, 2021 regular meeting

A motion was made by Anthony Sutton, seconded by Alderwoman Julia Freeman, to approve the consent agenda as presented. The motion carried unanimously.

D. CALL FOR PUBLIC HEARING

- 2. Call for a Public Hearing for November 9 , 2021 to consider a Text Amendment to the Land Development Standards Section 11.6 to establish a new sign category for Elementary and Secondary Schools and associated standards.
 - Elizabeth Teague, Development Services Director

Ms. Elizabeth Teague explained to the Board that this project proposes a text amendment that would allow schools to have electronic, interchangeable face signs and to establish a uniform set of dimensional standards for school signs across zoning districts. This was prompted by Waynesville Middle School installing an electronic sign without any consultation or permit. She stated that the Planning Board recognized that the sign was useful for providing information and wanted to work with the school Board in regulating signs for the schools.

At their regularly scheduled meeting on October 18, 2021, the Planning Board held a public hearing and found that the project is consistent with the 2035 Plan and unanimously recommended adoption of the text amendment.

A motion was made by Alderman Jon Feichter, seconded by Alderman Chuck Dickson, to call for a Public Hearing to be held on November 9 , 2021 at 6:00 pm in the Town Hall Board Room located at 9 South Main Street, or as closely thereafter as possible, to consider a Text Amendment to the Land Development Standards Section 11.6 to establish a new sign category for Elementary and Secondary Schools and associated standards. The motion carried unanimously.

E. NEW BUSINESS

3. Speed Limit Signs (Broadview Road)

- Jeff Stines, Public Services Director

Jeff Stines, Public Services Director, introduced Mr. Ricky Foster as the new Assistant Public Works Director. Mr. Stines said that Mr. Foster had extensive knowledge in many areas including streets, sanitation, water, and sewer. The Board welcomed him as the new Assistant.

Mr. Stines told the Board that currently there are no speed limit signs on Broadview Road, which runs from North Main to East Street. He said he had conversations with several concerned citizens about speeding on this street. This is a residential neighborhood as well as being adjacent to several businesses. The volume of traffic here has grown over the past few years to the point of needing a posted speed limit to make this area safe to pedestrians.

Currently the speed limit is 35 mph and is not posted. Mr. Stines would like to install 25 mph signs to slow down traffic in that area.

Alderman Jon Feichter asked if 20 mph had been considered on that street and wondered if a sign would slow the traffic, and how would it be enforced. After consulting with the Assistant Manager, Mr. Stines said they felt 25 mph would be sufficient.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to set the speed limit at 25 MPH, and approve the installation of speed limit signs on Broadview Road. The motion carried unanimously.

4. ARP funding for Police and Fire Vehicles

- Lisa Burnett, Purchasing Agent

Ms. Lisa Burnett told the Board that included in the 2021-2022 annual budget, funds were provided to purchase eight new Police and Fire vehicles. But it is very difficult to get vehicles or even get bids for vehicles. She referred the Board to the Bid tabulations sheet provided in the agenda packet. Estimated delivery on most of the vehicles range from 12 – 14 weeks to 9 to 10 months.

Ms. Burnett said that smaller dealerships may be able to place more fleet orders, rather than larger dealerships which might be delayed up to 10 months. She said that in all bids, the Town must let the dealerships know that Federal money will be used and will have to comply with Federal standards. Eleven packets were mailed to dealerships, and four bids were received. The best pricing was from Fields Automotive Group, and Taylor Motor Company.

There was discussion concerning dual-fuel vehicles, and the advantages or disadvantages of having the propane included in the new vehicles. Alderman Feichter said he would like to see if

the propane on the old vehicles could be installed in the new vehicles. Mr. Jeff Stines said he would refer this question to the Town Mechanic.

A motion was made by Alderman Anthony Sutton, seconded by Alderwoman Julia Freeman, to award the purchase of (5) new vehicles to Fields Auto Group in the amount of \$136,005.06 and award (2) vehicles to Taylor Motor Company in the amount of \$66,296.00. The motion carried unanimously.

Alderman Feichter asked about a report showing the amount of money spent for contractors locally, as well as non-local contractors. Ms. Burnett replied that she had the report for two years and would forward them to the Board.

5. Waynesville Recreation Center and Old Armory Roof Project Approval and Budget Amendment Approval

- Rhett Langston, Parks and Rec Director
- Dean Trader, Interim Finance Director

Dean Trader, Interim Finance Director, explained to the Board that originally the Board had budgeted \$99,000.00 for roofing on the Recreations Center, and \$60,000.00 for the Old Armory. Because of price increases, the roof for the Recreation Center has gone up to \$145,250 for a difference of \$46,250.00, and the Armory roof increased to \$62,375.00 for a difference of \$2,375.00.

Rhett Langston, Recreation and Parks Director, asked the Board to approve a budget amendment in the amount of \$48,625.00 to cover the costs of the increase for the two buildings.

Mayor Caldwell asked about the warranty for the roofs for the two buildings. Mr. Langston stated that the Recreation roof will have a warranty of 35 years, and the Armory will have a warranty of 20 years.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to approve WNC Roofing for the Waynesville Recreation Center and Old Armory project. The motion passed unanimously.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton, to approve Ordinance No. O-22-21, Budget Amendment number 8 to the 2021-2022 Budget Ordinance for the CIP items in the amount of \$48,625.00. The motion carried unanimously.

Mayor Caldwell asked Mr. Langston about placing fencing around the All-Abilities Playground. Mr. Langston will investigate the pricing for fencing for the area.

F. COMMUNICATION FROM STAFF

Manager's Report

- Rob Hites, Town Manager

Manager Hites said that the Town employees will be supporting Treats on the Streets on Saturday Oct 30.

6. Town Attorney Report

- Town Attorney, Martha Bradley

Town Attorney Martha Bradley stated that there had been progress on the Chelsea Road project. Some of the vehicles have been removed from the property, and she will be working with the Sutton family to continue getting the rest moved by the deadline of Thursday October 28th at 9:00 am.

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

Alderman Chuck Dickson stated he had spoken with Manager Hites, and he will be looking into how to use the back of the Utility bill to communicate with citizens or inserting a separate page into the billing statement as a newsletter.

Alderman Feichter asked if someone could ask the resident on Hemlock Street, who does not adhere to the no parking signs, to be a better neighbor by not parking vehicles on that street.

H. ADJOURN

With no further business, a motion was made by Alderwoman Julia Freeman, seconded by Alderman Anthony Sutton, to adjourn the meeting at 6:52pm. The motion carried unanimously.

ATTEST:

Robert W. Hites, Town Manager

Gary Caldwell, Mayor

Eddie Ward, Town Clerk



Application for Special Events Permit

I. General Information

EVENT NAME:

Hazelwood Old Timey Parade - 2nd - annual

EVENT DATE(S):

Dec 5th 2021

Note: If event is more than three days in duration, and not in the public right-of-way, you will also need a temporary event permit. Contact the Waynesville Police Dept. at 828-456-5363 for more information.

LOCATION

start on Virginia Ave take a left on

IF THIS EVENT IS A PARADE
OR ROAD RACE

Please provide a full route description and map S. main at Redlight

SET-UP TIME (START/END):

1pm - 3pm

EVENT HOURS:

3pm - 5pm

DISMANTLE HOURS
(START/END):

N/A

ESTIMATED ATTENDANCE:

100/200

BASIS ON WHICH THIS ESTIMATE IS
MADE:

Last years Attendance

COMPREHENSIVE GENERAL LIABILITY
INSURANCE REQUIRED: \$1,000,000.

Please attach proof of insurance (or applicable rider).

II. Applicant and Sponsoring Organization Information

SPONSORING ORGANIZATION
NAME:

ARE YOU A NON PROFIT
CORPORATION?

No

Yes

If yes,
are you

501c(3)

501c(6)

Place of
Worship

APPLICANT
NAME:

Dustin Smith

TITLE:

ADDRESS:

CITY:

Way

STATE:

NC

ZIP

28786

PHONE: 550-7731 FAX#:

EMAIL:

ON-SITE
CONTACT:

Dustin Smith

TITLE:

ADDRESS:

PHONE #:

CELL PHONE #:

550-7731

EMAIL:

III. Brief Description of Event

Christmas Parade

IV. Street Closure Request (Attach map of the Street Closure)

List any street(s) (or lanes of streets) requiring temporary street closure as a result of this event.

Include street name(s) indicating beginning and endpoints of the closing, day, date and time of closing and reopening:

1. Mississippi
2. Virginia
3. Kentucky

V. Event Details

YES

NO

☐


Does the event involve the sale or use of alcoholic beverages?

If yes, has the ABC permit been obtained? Yes ☐ No ☐ Please provide a graphic of the area where alcoholic beverages will be purchased or consumed (i.e. beer garden layout)

☐


Does the event involve the sale of food? _____

If "YES", has the health department been notified? _____ Have you applied for a temporary permit? _____

☐


Does the event involve the sale of non-food items? If "YES" have you applied for a privilege license? _____

☐
☐

Will there be musical entertainment at your event? IF "YES" provide the following information:

Number of Stages: 0

Number of Band(s): 2

Amplification? _____

Note: If amplification is used, you will be required to perform a pretest for compliance with the noise ordinance.

☐


Do you plan to use an existing occupied building? Address _____

☐


Do you plan to use an existing vacant building? Address _____

☐
☐

Will there be any tents or canopies in the proposed event site? Please provide the following information:

Approx. Number of Tents: 1

Will any tent exceed 400 sq. feet in area? ☒ NO ☐ YES

☐


Does the event involve the use of pyrotechnics? Explain _____

☐
☐

Will you provide portable toilets for the general public attending your event? IF SO, how many and where will they be located? _____

☐


Will you require electrical hookup for the event? Generators? _____

☐


Will you require access to water for the event? Explain _____

☐


Will admission fees be charged to attend this event? If "YES", provide the amount(s) of all tickets. Donations

☐
☐

Will fees be charged to vendors to participate in this event? If "YES", please provide the amount(s).

☐
☐

Will signs and/or banners be displayed as part of the event? If "YES" have you applied for a sign permit? _____

☒
☐

Will inflatable parade balloons be used for the event? Provide details if necessary.

only be used on floats - trailers

VI. Additional Questions

How will **parking** be accommodated for this event?

Hazzardwood Parking
School

Drs office, P.O. behind

Notes:

1. Parking and buildings involved may be examined for ADA compliance.
2. You may be required to provide a shuttle if the event places undue demands on surrounding parking areas.

How will **trash** be contained and removed during and after the event?

N/A.
We do have pickup guys behind houses.

Volunteers: Will you require Civilian Police Volunteers for your event?

YES At Parade start

Apply for this permit at least 60 days prior to your special event. (30 days for a neighborhood street closing)

Return to:

Jesse Fowler, Assistant Town Manager
Town of Waynesville
16 S. Main Street, P.O. Box 100, Waynesville, NC 28786
Telephone: (828) 452-2491
Fax No. : (828) 456-2000
Email Address: jfowler@waynesvillenc.gov

VIII. Special Information for Applicants

- * Do not announce, advertise or promote your event until you have an approved and signed permit.
- * You will be required to notify property owners affected by the event at the time a special events permit is issued with a copy of any correspondence provided to the Town for the permit file.
- * **Only chalk may be used on streets – no permanent paint. No permanent alterations to the street will be permitted.**
- * The Town has an ordinance prohibiting the use of tobacco and e-cigarettes in the business districts and all parks of the Town. The Applicant is to communicate this information to all vendors and participants. Permanent signs are in place in these districts and parks.
- * The Town has an ordinance allowing animals at festivals. Any incidents should be reported to the Police Department.
- * The Applicant shall be responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing on-duty law enforcement officers, to appropriately police street closures. For festivals, the Applicant shall be additionally responsible for hiring and paying off-duty law enforcement officers, or reimbursing the Town for the costs of providing city staff, including but not limited to: on-duty law enforcement officers, to provide internal festival security and for hiring and paying necessary emergency medical technicians.
- * The Assistant Town Manager, in consultation with the Waynesville Police Department, shall determine the number of officers needed to appropriately monitor street closures and for internal security, and with the Fire Department to determine the number of emergency medical technicians needed, and the time when such services shall commence and end.

FOR INTERNAL USE ONLY:

Application received:

10/25/2021. Jesse Fowler

Application approved:

Application denied:



EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Town of Waynesville
16 South Main Street
Waynesville, NC 28786

- A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph 1. or 2. of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		CONTACT NAME: Will Maddux PHONE (A/C, No, Ext): (530) 477-8521 E-MAIL ADDRESS: info@theeventhelper.com FAX (A/C, No):	
INSURED Triangle Automotive Repair, Inc. c/o Dustin Smith 1404 Brown Avenue Waynesville NC 28786		INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 35378	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTD	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability <input type="checkbox"/> Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	3DS5472-M2547274	12/05/2021 12:01 AM	12/06/2021 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 1,000,000 Deductible \$ 1,000			
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY								COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$								EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					Y/N <input type="checkbox"/> N/A			PER STATUTE OTH-ER E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19.

Attendance: 1000, Event Type: Parade.

CERTIFICATE HOLDER**CANCELLATION**

Town of Waynesville 16 South Main Street Waynesville NC 28786	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

© 1988-2016 ACORD CORPORATION. All rights reserved.

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: November 9, 2021

SUBJECT:

To conduct a Public Hearing to consider a Text Amendment to the Land Development Standards Section 11.6 to establish a new sign category for Elementary and Secondary Schools with associated standards.

AGENDA INFORMATION:

Agenda Location: Public Hearing
Item Number: D2
Department: Development Services
Contact: Byron Hickox
Presenter: Byron Hickox

BRIEF SUMMARY:

This item is a proposed text amendment that would allow schools to utilize electronic changeable face signs and would establish a uniform set of dimensional standards for school signs across zoning districts. At their regularly scheduled meeting on October 18, 2021, the Planning Board held a public hearing and found that the project is consistent with the 2035 Comprehensive Land Use Plan and unanimously recommended adoption of the text amendment.

MOTIONS FOR CONSIDERATION:

1. Motion to adopt a Consistency Statement indicating that the proposed amendment is reasonable and consistent with the 2035 Comprehensive Land Use Plan.
2. Motion to approve, deny, or approve with changes a proposed Text Amendment to the Land Development Standards Section 11.6 regarding signage for Elementary and Secondary Schools.

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

Draft Ordinance

MANAGER'S COMMENTS AND RECOMMENDATIONS:

ORDINANCE NO. O-21-21

**AN ORDINANCE AMENDING THE TEXT OF THE
TOWN OF WAYNESVILLE LAND DEVELOPMENT STANDARDS**

WHEREAS, the Town of Waynesville has the authority, pursuant to Section III of Chapter 1 of 160D, of the North Carolina General Statutes, to adopt land development regulations, clarify such regulations, and may amend said regulations from time to time in the interest of the public health, safety and welfare; and

WHEREAS, the Town of Waynesville Planning Board has reviewed the proposed amendment to the text of the ordinance and recommends that it is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest, and recommends the text amendment for its enactment by the Board of Aldermen; and

WHEREAS, after notice duly given, a public hearing was held on October 18, 2021 at the regularly scheduled meeting of the Waynesville Planning Board, and on November 9th at the regularly scheduled meeting of the Board of Aldermen;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF
THE TOWN OF WAYNESVILLE, MEETING IN REGULAR SESSION ON NOVEMBER 9th 2021, AND WITH A MAJORITY OF THE BOARD MEMBERS
VOTING IN THE AFFIRMATIVE, THE FOLLOWING:**

1. That the Land Development Standards Section 11.6.2 – Other Permitted Signage be amended as follows (*in red italics*):

11.6.2 Other Permitted Signage

Development Type	Standard
Home Occupations (All Residential Districts)	8 sq. ft.
Master Development Sign (For Development 5 acres or greater) within RC and CI districts	160 sq. ft.—25 ft. tall—1 permitted per major road frontage
Master Development Sign (For Development 2 acres or greater) within NC and BD districts	48 sq. ft.—8 ft. tall—1 permitted per major road frontage
Neighborhood Entrance Signs	Subject to Planning Board design approval

Development Type	Standard
<i>Elementary and Secondary Schools</i>	<i>32 sq. ft. – 8 ft. tall – May be Electronic Changeable Face Sign (See Section 11.7.4) – Must be static between one hour after dusk and one hour before dawn except during special events</i>

2. That the Land Development Standards Section 11.7.4 – Electronic Changeable Face Signs, be amended as follows (*in red italics*):

11.7.4 Electronic Changeable Face Signs (Permitted in RC *and at Elementary and Secondary Schools* Only)

ADOPTED this 9th Day of November , 2021.

TOWN OF WAYNESVILLE

J. Gary Caldwell, Mayor

ATTEST:

Eddie Ward, Town Clerk

APPROVED AS TO FORM:

Martha Bradley, Town Attorney

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: November 9, 2021

SUBJECT: Pigeon Street Reconstruction and Paving Project Budget Amendment Approval

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: E3
Department: Street Department and Finance
Contact: Dean Trader and Jeff Stines
Presenter: Dean Trader


BRIEF SUMMARY:

1 – We would like to ask the Board of Aldermen to approve a budget amendment to the CIP from \$0 to \$698,000.00 for the Pigeon Street Reconstruction and Paving Project in the General Fund Street Department.

MOTION FOR CONSIDERATION:

2 -To approve a budget amendment for the CIP items in the total amount of \$698,000.00

FUNDING SOURCE/IMPACT: (must have approval by Finance Director prior to submission to the Board)


Dean Trader, Interim Finance Director

11/2/2021
Date

ATTACHMENTS: Fund Balance Available, Fund Balance Appropriated Total

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Municipal Governments in North Carolina
Cash and Investments, Property Tax Collections and Fund Balance Available for Municipalities With Electric Systems
For the Fiscal Year Ended June 30, 2020

Municipality	Population	General Fund					Unit Wide					Percent Collected			2019-20 Amount Uncollected	Tax Rate Equiv
		Fund Balance Available	FBA as % GF Exp	Fund Balance Available Without Powell Bill	FBA as % GF Exp Without Powell Bill	Cash and Investment (1)	Latest Yr/ Next Yr of Reval (2)	January 1, 2019 Assessed Valuation (3)	Tax Rate (4)	Assess-to- Sales Ratio	2019-20 Tax Rate Adjusted	2019-20				
												All Property	Excluding Motor Vehicles	Motor Vehicles Only		
10,000 to 49,999																
Albemarle	16,240	6,233,389	40.26	6,080,142	39.27	35,322,660	2017/2021	1,081,610,764	.6400	87.66	.5610	97.49	97.33	98.68	174,214	.0161
Clayton	23,775	14,403,443	52.13	14,403,443	52.13	56,183,515	2019/2025	2,596,892,659	.5800	98.43	.5709	99.20	99.13	100.00	120,097	.0046
Corneilus	32,144	18,510,831	77.36	17,614,229	73.62	36,700,566	2019/2023	7,310,298,909	.2220	98.57	2.188	99.17	99.12	100.00	135,087	.0018
Elizabeth City	17,765	NR	NR	NR	NR	NR	2014/2022	1,269,316,680	.6550	90.60	.5934	NR	NR	NR	NR	NR
Kings Mountain	10,965	8,250,453	50.90	8,084,031	49.87	30,816,913	2016/2021	1,808,836,944	.4300	91.21	.3922	99.34	99.32	100.00	51,506	.0028
Kinston	20,154	4,893,784	24.33	4,893,784	24.33	60,800,466	2017/2025	1,359,234,154	.7300	98.23	.7171	97.58	97.31	100.00	241,605	.0178
Laurelburg	15,527	2,039,385	24.45	2,039,385	24.45	10,993,106	2019/2027	827,328,377	.4000	100.61	.4024	94.65	93.97	100.00	177,051	.0214
Lexington	18,172	8,225,380	32.16	8,225,380	32.16	66,099,289	2015/2023	1,616,072,221	.6500	94.80	.6162	97.06	96.82	100.00	308,721	.0191
Lincilnton	10,952	5,070,827	46.68	4,701,269	43.27	17,342,680	2019/2023	975,813,658	.5600	96.97	.5430	98.38	98.24	100.00	88,580	.0091
Lumberton	20,875	2,613,143	9.43	2,580,625	9.31	12,310,454	2018/2026	1,600,140,638	.6500	99.56	.6471	94.48	93.86	100.00	575,623	.0360
Monroe	35,432	27,718,758	68.25	25,716,109	63.32	198,826,043	2015/2021	3,680,574,284	.6163	79.04	.4871	99.18	99.11	100.00	188,967	.0051
Morganon	16,996	20,373,092	97.24	19,486,237	93.01	56,678,763	2019/2023	1,844,696,838	.5700	99.27	.5658	98.06	97.92	100.00	207,464	.0112
New Bern	30,014	8,594,319	24.83	8,271,266	23.90	53,996,913	2016/2021	3,323,402,355	.4822	95.03	.4582	99.07	98.99	100.00	143,260	.0044
Newton	13,059	8,497,593	56.93	8,182,231	54.82	22,366,499	2019/2023	1,184,607,318	.5400	98.06	.5295	98.14	97.99	99.90	118,691	.0100
Shelby	20,087	5,508,138	22.26	5,200,861	21.02	28,375,219	2016/2021	2,369,521,285	.5225	91.21	.4766	97.12	96.93	100.00	368,022	.0155
Smithfield	11,619	11,801,040	85.92	11,656,278	84.86	37,119,826	2019/2025	1,248,022,139	.5700	98.43	.5611	99.61	99.57	100.00	27,672	.0022
Statesville	26,028	19,256,030	57.65	19,107,207	57.21	86,048,570	2019/2023	3,266,602,472	.5478	98.58	.5400	99.00	98.94	100.00	178,634	.0055
Taboro	10,446	3,197,735	30.02	2,342,114	21.99	19,776,556	2017/2025	922,681,575	.4100	100.00	.4100	96.87	96.54	100.00	118,001	.0128
Wake Forest	38,641	11,819,146	24.21	11,819,146	24.21	16,999,098	2016/2020	5,672,625,769	.5200	84.44	.4391	99.70	99.72	99.49	87,820	.0015
Waynesville	10,131	8,698,692	70.59	8,456,521	68.63	16,823,349	2017/2021	1,218,932,764	.4957	84.44	.4186	96.44	96.16	100.00	217,303	.0178
Wilson	49,384	18,992,311	33.52	18,992,311	33.52	118,564,286	2016/2024	4,211,958,171	.5750	94.73	.5447	98.37	98.23	99.67	400,234	.0095
Total		\$ 214,697,489		\$ 207,852,599		\$ 982,144,791		\$ 49,298,169,974							\$ 3,928,552	
Group Statistics: 10,000 to 49,999																
Range:																
Lowest		2,039,385	9.43	2,039,385	9.31				.2220	79.04	2.188	94.48	93.96	98.68		
Highest		27,718,758	97.24	25,716,109	93.01				.7300	100.61	.7171	99.70	99.72	100.00		
Average		10,734,874	44.06	10,392,630	42.65				.5072	92.96	.4715	98.38	98.26	99.83		
Median		8,545,956	43.47	8,248,338	41.27											

Group Statistics:
10,000 to 49,999

Range:

Lowest	2,039,385	9.43	2,039,385	9.31
Highest	27,718,758	97.24	25,716,109	93.01
Average	10,734,874	44.06	10,392,630	42.65
Median	8,545,956	43.47	8,248,338	41.27

Ordinance No.O-23-21

Amendment No. 9 to the O-23-21 the 2021-2022 Budget Ordinance

WHEREAS, the Board of Aldermen of the Town of Waynesville, wishes to amend the 2021-2022 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Waynesville that the 2021-2022 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

Other Financing Sources		
Fund Balance Appropriation- 103900-493992		698,000.00
		<hr/>
Total General Fund revenue increase		\$698,000.00

(Increasing Capital Improvements for Pigeon Street Reconstruction and Paving Project)

Increase the following appropriations:

Street Department		
Capital Improvements	104510-545900	698,000.00
		<hr/>
Total General Fund appropriation increase		\$698,000.00

(Increasing Capital Improvements expenditures with the proposed increase of The Pigeon Street Reconstruction and Paving Project)

Adopted this 9th day of November 2021.

Town of Waynesville

J. Gary Caldwell
Mayor

Attest:

Eddie Ward
Town Clerk

Approved As To Form:

Martha Sharpe Bradley, PLLC
Town Attorney

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: November 9, 2021

SUBJECT: Resolution in Support of U.S. Economic Development Administration Grant

AGENDA INFORMATION:

Agenda Location: Communication from the Mayor and Board
Item Number: G6
Department: Aldermen
Contact: Rob Hites, Town Manager
Presenter: Alderman Chuck Dickson

BRIEF SUMMARY:

This is a request from Alderman Dickson to adopt a letter of support of an USEDA Grant.

MOTION FOR CONSIDERATION: To approve letter of support for the Blue Ridge Parkway Foundation's grant proposal.

FUNDING SOURCE/IMPACT:

Finance Director

Date

ATTACHMENTS:

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Project/Proposal Summary

Whether the Blue Ridge Parkway corridor is seen as a string of community pearls or a hub with many community spokes, they are all connected, but they have not achieved full synergy. Through its strategic planning process, the Blue Ridge Parkway Foundation will work alongside community leaders in each county and throughout the region to:

- Examine the Blue Ridge Parkway as a community asset.
- Identify strengths and opportunities within and between Parkway communities to increase tourism and related economic development.
- Identify gaps to fill within and between communities to attract more diverse and more abundant visitors and related economic activity.
- Identify both short-term economic recovery opportunities and long-term resilience strategies.
- Identify strategies to grow tourism and other economic activity in rural, coal-impacted, and underserved communities.
- Develop stronger links between urban and rural communities along the Parkway.
- Identify opportunities to advance and support entrepreneurship in the travel, tourism, and outdoor recreation sectors.
- Create strategic plans at both the county and regional levels.
- Continue building partnerships to connect and leverage Parkway and community assets.

Specific tasks and deliverables will include:

- Contracting for assistance with meeting facilitation, data gathering and analysis, writing of strategic plans, and related project work.
- Data gathering and analysis.
- Surveys and interviews, including one-on-one and group gatherings, both in-person and virtual.
- At least four regional meetings with both key leaders and underserved audiences.
- Identification and initiation of at least four aligned projects (through additional funding sources).
- Regular communications to keep all interested parties informed and engaged.

- Writing, proofing, and dissemination of county and regional strategic plans (written and electronic).

By the end of the project period, Parkway leaders, Parkway partners, local governments, business owners and operators, entrepreneurs, other community leaders, and previously underserved audiences will have clear strategic plans listing feasible ways to advance economic development and resilience, as well as improved relationships and communications to work together to turn those strategies into reality.

--

George Ivey

N.C. Development Director
Blue Ridge Parkway Foundation
Asheville, North Carolina
Phone: 866-308-2773 x 408
givey@brpfoundation.org



717 S. Marshall St., Suite 105B, Winston-Salem, NC 27101
(866) 308-2773 | BRPFoundation.org

LEGAL DISCLAIMER

The information transmitted is intended solely for the individual or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of or taking action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you have received this email in error please contact the sender and delete the material from any computer.



Gary Caldwell, Mayor
Julia Freeman, Mayor Pro Tem
Interim Town Attorney
Jon Feichter, Alderman
Anthony Sutton, Alderman
Chuck Dickson, Alderman

Robert W. Hites, Jr. Town Manager
Martha Bradley, Town Attorney

11/3/21

To Whom It May Concern:

On behalf of the Town of Waynesville Board of Aldermen, I am writing to express our support for the Blue Ridge Parkway Foundation's grant proposal, Advancing Economic Recovery and Resilience in the Blue Ridge Parkway Corridor in North Carolina.

We greatly appreciate the Blue Ridge Parkway Foundation's efforts to engage the Town in this 17-county effort and to work in cooperation with us. The Blue Ridge Parkway is a unique resource, hosting more visitors than any other U.S. national park unit in 2020. We see great potential to encourage more visits to neighboring Parkway communities, to extend visitor stays, to increase visitor activity and economic impact in rural and underserved communities, and to encourage business development related to tourism, outdoor recreation, and related industries. Strengthening the economic ties between the Parkway and surrounding communities will serve everyone well.

This project aligns very well with the Town's economic development goals and strategies, including our County wide tourism development program and the Town's individual effort to promote tourism through our commercial redevelopment efforts and our membership in the NC Mainstreet Program. For these reasons, we are glad that the Blue Ridge Parkway Foundation is working in cooperation with us, and we believe this grant proposal will make this effort far more robust and effective.

Thank you for your thoughtful consideration of this proposal to improve and sustain resilient economic development throughout the Blue Ridge Parkway corridor in western North Carolina.

Sincerely,

Gary Caldwell
Mayor