

## Town of Waynesville, NC

### Town Council Regular Meeting

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

Date: June 13th, 2023 Time: 6:00 p.m.

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(828) 452-2491 [cpoolton@waynesvillenc.gov](mailto:cpoolton@waynesvillenc.gov)

#### A. CALL TO ORDER - Mayor Gary Caldwell

##### 1. Welcome/Calendar/Announcements

#### B. PUBLIC COMMENT

#### C. ADDITIONS OR DELETIONS TO THE AGENDA

#### D. CONSENT AGENDA

*All items below are routine by the 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.*

2.
  - a. Adoption of minutes of the May 23rd, 2023 Regular meeting
  - b. Folkmoot Special Event Permit
  - c. FUMC Juneteenth Special Event Permit
  - d. Stars and Stripes Special Event Permit
  - e. Christmas Tree Lighting Special Event Permit

**Motion: To approve the consent agenda as presented.**

#### E. CALL FOR PUBLIC HEARINGS

3. Call for a Public Hearing: Social District Implementation Recommendations within the Downtown Municipal Service District.
  - Jesse Fowler, Assistant Town Manager

**Motion: To call for a public hearing on June 27, 2023, for the purpose of hearing the Downtown Waynesville Commission's recommendations for a social district within the Municipal Service District.**

4. Call for a Public Hearing to be held on June 27, 2023, to consider an Application for Text Amendment to Land Development Standards Section 5.10.2, Mixed-Use/Commercial Building Design Guidelines, Façade Materials

- Byron Hickox, Land Use Administrator

***Motion:*** *To call for a Public Hearing to be held on June 27, 2023, to consider an Application for a Text Amendment to Land Development Standards Section 5.10.2, Mixed-Use/Commercial Building Design Guidelines, Façade Materials.*

**F. OLD BUSINESS**

5. 2023-2024 Annual Budget

- Rob Hites, Town Manager

**Motions:**

1. ***To adopt the 2023-2024 Budget Ordinance as presented.***
2. ***To approve the Resolution for the Garage Internal Service Fund Financial Operating Plan for 2023- 2024.***
3. ***To approve the amended ARP Grant Project Ordinance.***

**G. NEW BUSINESS**

6. Police Department Budget Amendment to use Forfeiture Funds for the purchase of patrol rifles.

- Lt. Billy Benhart

***Motion:*** *To approve the budget amendment to use Federal Forfeiture funds for the purchase of the above requested rifles.*

7. Extend Janitorial Contract for Town Facilities.

- Julie Grasty, Asset Services Manager

***Motion:*** *To extend the Janitorial Contract to Reliable Facility Group with the contract ending June 30<sup>th</sup>, 2024.*

8. Street Paving Contract

- Lisa Burnett, Purchasing Supervisor

***Motion:*** *To award the annual paving contract beginning July1, 2023-June 30, 2024, to WNC Paving Inc.m in the amount of \$267,250 with the option for an additional two-year renewal.*

9. Designation as a “Distressed Community” to leverage grant funds to cover the \$5 million dollar gap in Waynesville’s wastewater renovation funding.

- Rob Hites, Town Manager

**Motion: Adopt the attached resolution requesting that the Town be designated as “Distressed” based on its first assessment score above the designation threshold.**

10. Annual renewal of terms for Board and Commissions Members

- Jesse Fowler, Assistant Town Manager

**Motions:**

**1. Motion to re-interview (or not to re-interview) Planning Board, Zoning Board of Adjustment, ABC Board, and Waynesville Housing Authority members who applied to serve another term.**

**If Town Council votes to re-interview advisory board and commission’s renewing members then:**

**2. Motion to appoint all other applicants to serve another term on their respective boards.**

**If Town Council votes not to re-interview advisory board and commission’s renewing members, then:**

**1. Motion to appoint all renewing applicants to serve another term on their respective boards**

11. Appointments to the Waynesville Public Art Commission and Waynesville Recreation Advisory Commission

- Jesse Fowler, Assistant Town Manager

**Motions:**

**1. Motion to appoint Virginia S. Moe to the Waynesville Public Art Commission.**

**2. Motion to appoint Mark Tongen to the Waynesville Recreation Advisory Commission.**

**H. COMMUNICATION FROM STAFF**

12. Manager’s Report

- Town Manager, Rob Hites

13. Town Attorney Report

- Town Attorney, Martha Bradley

**I. COMMUNICATIONS FROM THE MAYOR AND COUNCIL**

**J. ADJOURN**



# TOWN OF WAYNESVILLE

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## CALENDAR June 2023

2023	
Saturday, June 17 <sup>th</sup>	Hazelwood Hot Summer Nights 6-9pm
Saturday June 24 <sup>th</sup>	Main Street Mile 5-8pm
Tuesday June 27 <sup>TH</sup>	Town Council Meeting – Regular Session
Friday, June 30 <sup>th</sup>	Mountain Street Dance-on Main Street in front of the courthouse 6-8:30pm
Tuesday, July 4 <sup>TH</sup>	Stars & Stripes Kids Parade and July 4 <sup>th</sup> celebration
Tuesday, July 4 <sup>TH</sup>	Town Offices Closed – Independence Day
Friday, July 7 <sup>th</sup>	Art After Dark gallery stroll 5:30-8:30pm
Tuesday July 11 <sup>TH</sup>	Town Council Meeting – Regular Session
Friday, July 14	Mountain Street Dance-on Main Street in front of the courthouse 6-8:30pm
Saturday, July 15 <sup>th</sup>	Hazelwood Hot Summer Nights 6-9pm
Tuesday July 25 <sup>TH</sup>	Town Council Meeting – Regular Session
Friday, August 4 <sup>th</sup>	Mountain Street Dance-on Main Street in front of the courthouse 6-8:30pm and Art After Dark gallery stroll 6-9pm
Tuesday August 8 <sup>TH</sup>	Town Council Meeting – Regular Session
Saturday, August 12 <sup>th</sup>	Hazelwood Hot Summer Nights 6-9pm
Tuesday August 22 <sup>ND</sup>	Town Council Meeting – Regular Session
Friday, September 1 <sup>st</sup>	Art After Dark gallery stroll 5:30-8:30pm
Monday September 4 <sup>TH</sup>	Town Offices Closed – Labor Day
Tuesday September 12 <sup>TH</sup>	Town Council Meeting – Regular Session
Saturday, September 23 <sup>rd</sup>	Power of Pink 5K-Frog Level 9-11am
Saturday, September 23 <sup>rd</sup>	Sarges 18 <sup>th</sup> Annual Dog Walk 9am-1pm Main Street
Tuesday September 26 <sup>TH</sup>	Town Council Meeting – Regular Session
Friday, October 6 <sup>th</sup>	Art After Dark gallery stroll 5:30-8:30pm
Tuesday October 10 <sup>TH</sup>	Board of Aldermen Meeting – Regular Session
Saturday October 14 <sup>th</sup>	Church Street Art and Craft Show 40 <sup>th</sup> Anniversary
Saturday, October 21 <sup>st</sup>	Apple Harvest Festival-Main Street 10am-5pm
Tuesday October 24 <sup>TH</sup>	Town Council Meeting – Regular Session
Tuesday October 31 <sup>st</sup>	Treats on the Street
Friday, November 3 <sup>rd</sup>	Art After Dark gallery stroll 5:30-8:30pm
Friday November 10 <sup>th</sup>	Town Offices Closed- Veterans Day
Tuesday November 14 <sup>TH</sup>	Town Council Meeting – Regular Session
Tuesday November 28 <sup>TH</sup>	Town Council Meeting – Regular Session
Friday, December 1 <sup>st</sup>	Art After Dark gallery stroll 5:30-8:30pm and Christmas Tree Lighting
Monday, December 4 <sup>th</sup>	Christmas Parade
Saturday, December 9 <sup>th</sup>	Night Before Christmas
Tuesday December 12 <sup>TH</sup>	Town Council Meeting – Regular Session

December 22 <sup>nd</sup> , 26 <sup>th</sup>	Town Closed – Christmas Holidays
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## Board and Commission Meetings – June 2023

ABC Board	ABC Office – 52 Dayco Drive	<b>June 20</b> 3 <sup>rd</sup> Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	<b>Cancelled</b> 1 <sup>st</sup> Tuesday 5:30 PM
Cemetery Commission	Public Services Building	<b>January, March-CANCELLED, July, and October</b> 3 <sup>rd</sup> Tuesday 2:00 PM
Downtown Waynesville Commission	Municipal Building – 16 South Main Street	<b>May 20</b> 3 <sup>rd</sup> Tuesday 8:30 AM
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	<b>Meets as needed;</b> <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	<b>June 7</b> 1 <sup>st</sup> Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	<b>June 19</b> 3 <sup>rd</sup> Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	<b>June 8</b> 2 <sup>nd</sup> Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	<b>June 21</b> 3 <sup>rd</sup> Wednesday 5:30 PM
Waynesville Housing Authority	Main Office-48 Chestnut Park Drive	<b>June 21</b> 3 <sup>rd</sup> Wednesday 9:00 AM

**MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL**

**Regular Meeting**

**May 23, 2023**

**THE WAYNESVILLE TOWN COUNCIL** held a regular meeting on Tuesday, May 23, 2023, 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 6:02 pm with the following members present:

Mayor Gary Caldwell  
Councilmember Chuck Dickson  
Councilmember Jon Feichter  
Councilmember Anthony Sutton

The following Councilmembers were absent:

Mayor Pro Tempore Julia Freeman

The following staff members were present:

Rob Hites, Town Manager  
Jesse Fowler, Assistant Town Manager  
Martha Bradley, Town Attorney  
Police Chief, David Adams  
Assistant Police Chief, Brandon Gilmore  
Misty Hagood, Finance Director  
Jeff Stines, Director of Public Services  
Ricky Foster, Assistant Director of Public Services  
Elizabeth Teague, Planning Director  
Olga Grooman, Land Use Administrator  
Byron Hickox, Land Use Administrator  
David Adams, Chief of Police  
Lt. Tamara Vander Day  
Police Department Staff

Members of the media:

Cory Vaillancourt, Smoky Mountain News  
Becky Johnson, The Mountaineer  
Payton Renegar, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and reminded everyone that Town offices will be closed Monday the 29<sup>th</sup> for Memorial Day and Friday, June 2<sup>nd</sup> is Art after Dark, and the next Town Council meeting is June 13<sup>th</sup>.

## B. PUBLIC COMMENT

**Rob Burns-261 Davis Cove Road, Waynesville:** Mr. Burns requested speed bumps on David Cove Road and Country Club Drive. Mr. Hites said he will be in contact with Mr. Burns about the process to apply for getting speed bumps.

## C. ADDITIONS OR DELETIONS TO THE AGENDA

Mayor Caldwell stated with no additions or deletions to the agenda, he asked for a motion to approve the consent agenda.

## D. 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.*

2.
  - a. Adoption of minutes of the April 28th, 2023 Special meeting
  - b. Adoption of minutes of the May 9th, 2023 Regular meeting
  - c. Christmas Parade Special Event Permit Application
  - d. Christmas 2023 Special Event Permit Application
  - e. Church Street Arts and Crafts Show Special Event Permit Application
  - f. Mountain Street Dances Special Event Permit Application
  - g. Treats on the Street Special Event Permit Application

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Anthony Sutton, to approve the Consent Agenda as presented. The motion passed unanimously.***

## E. PRESENTATION

3. Promotion ceremony for Sgt. Tamara VanderDay to the rank of Lieutenant.
  - David Adams, Chief of Police

Police Chief David Adams presented the Waynesville Police Department's newest promotion- Lieutenant Tamara VanderDay was promoted from Sergeant. Chief Adams said she is now the Lieutenant of Criminal Investigations. Chief Adams sang many praises of Lt. VanderDay's personal and professional successes. He added that Lt. VanderDay is the first female Lieutenant in the history of the Waynesville Police Department.

## F. PROCLAMATION

4. National Public Works Week
  - Mayor Gary Caldwell

Mayor Gary Caldwell read the National Public Works Proclamation. He proclaimed May 21-27, 2023 as National Public Works Week.

## G. PUBLIC HEARINGS

5. Public Hearing to consider a request for Annexation for two (2) parcels along Howell Mill Road, PINs 8616-94-1485 (2.87 acres) and 8616-94-1047 (7.54 acres).
  - Olga Grooman, Land Use Administrator

***A motion was made by Councilmember Julia Freeman, seconded by Councilmember Chuck Dickson, to open public comment at 6:18pm. The motion passed unanimously.***

Land Use Administrator Olga Grooman reported that the Town received a “Petition for Annexation for a Non-Contiguous ‘Satellite’ Areas” from Herman E. Ratchford Jr., President of Southwood Realty Company that owns the properties. She said that the annexation request is for two unaddressed parcels along Howell Mill Road. She added that the properties are the future site of a proposed apartment complex. The Planning Board granted the Special Use Permit for a 150- unit apartment complex for these properties on November 15, 2021. The properties are within the Town’s extra-territorial jurisdiction, and they are zoned Racoon Creek Neighborhood Residential (RC-NR). Ms. Grooman stated that staff found that this proposed noncontiguous annexation meets the statutory standards of the NCGS, Chapter 160A, Article 4A, Part 4. Annexation of Noncontiguous Areas. 160A-58.1- Petition for annexation; standards and proceeded to read aloud the statutory requirements.

There was no public comment.

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Chuck Dickson, to close public comment at 6:23pm. The motion passed unanimously.***

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Anthony Sutton to adopt the attached ordinance to approve the annexation of described property. The motion passed unanimously.***

6. Public Hearing to consider Stormwater Ordinance text amendment, Section 12.5 of the Land Development Standards (LDS).
  - Olga Grooman, Land Use Administrator

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to open public comment at 6:24pm. The motion passed unanimously.***

Land Use Administrator Olga Grooman reported that the Development Services Department contracts with WithersRavenel Engineering Firm for stormwater plan review and enforcement of the technical components of the ordinance related to water quality, quantity, design of stormwater control measures (SCMs), and final certification for the stormwater permit. She said that the engineers recommended several text amendments to ensure proper design and safety of large SCMs, such as ponds with steep slopes and high banks. She added that these additions will help the Town to comply with its National Pollutant Discharge Elimination System Permit (NPDES) issued by the North Carolina Department of Environmental Quality on August 19, 2021 by maintaining legal authority through up-to-date ordinances. Ms. Grooman said that the Planning Board did find the Stormwater Ordinance amendments are consistent with the 2035 Comprehensive Plan and that they are reasonable and in the public interest because the Town of Waynesville will continue to “promote smart growth in land use planning and zoning;” (Goal #1), and the amendment will “protect and enhance Waynesville’s natural resources,” (Goal #3). Ms. Grooman then reviewed the amendments:

- No stormwater structure, or part thereof, shall project into the property setbacks as established for each zoning district in section 2.4- Dimensional Standards. If there is no setback or setback is less than 10 ft, then use a minimum distance of 10 feet from the perimeter lot line to a stormwater structure or any part thereof.
- **Fencing:** All sections of stormwater structures shall be surrounded with a permanent, continuous fence or vegetation barrier at the top of the embankment with no opening wider than two (2) inches if a stormwater structure contains:
  - a proposed retaining wall higher than 4 feet, and/or
  - a 3:1 slope, and/or
  - a slope height from the toe of the SCM to the crest is greater than 5 feet.Any stormwater structure with a continuous fence around the entire perimeter shall provide ingress and egress for SCM/pond maintenance but restricted by lockable gates of adequate size to allow for the easy passage of necessary maintenance equipment. **Fences shall be shown on all as-built plans.**
- **Signage:** Any SCM that is designed as a pond must have warning signs posted for public visibility and at any major approach to the pond, identifying the area as a stormwater management site to raise public awareness of potential hazards of the site (i.e. no swimming, boating, skating, unsafe to enter, etc.).
- **Conversion to Stormwater Management Structure:** After permanent stabilization of all disturbed contributory drainage areas and flushing of the storm drains, temporary sediment basins, if initially built and certified to meet permanent standards, may be converted to permanent stormwater management structures. To convert the basin from temporary to permanent use, the outlet structure must be modified in accordance with approved stormwater management design plans and inspected for watertight connections. Sediment and other debris should be removed to a contained spoil area. Regrading of the basin may be necessary to achieve the final design grades and to provide an adequate topsoil layer to promote final stabilization. Final elevations and a complete description of any modifications to the riser structure’s geometry should be shown on the approved plans.

There was no public comment.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to close public comment at 6:30pm. The motion passed unanimously.***

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Chuck Dickson to find that the Ordinance is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest and continues to promote smart growth principles in land use planning and zoning by encouraging in-fill, mixed use, and context-sensitive development, and promoting conservation design to preserve important natural resources. The motion passed unanimously.***

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Chuck Dickson, motion to adopt the Ordinance as presented and that it protects and enhances Waynesville's natural resources by protecting rural lands, iconic views, and mountain vistas and protecting and enhancing water quality and forests. The motion passed unanimously.***

7. Public Hearing to consider a staff-initiated text amendment to Section 44-2 of the Municipal Code related to disposal and containment of construction and demolition material.
- Elizabeth Teague, Development Director

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Anthony Sutton, to open public comment at 6:31pm. The motion passed unanimously.***

Development Services Director Elizabeth Teague reported that Building Inspections staff recommends changes to Section 44-2 of the Code to govern the proper storage and containment of materials on construction sites, and to prevent construction debris and litter from impacting adjacent properties. She said that Building Materials are defined as: "any material such as lumber, brick, plaster, sheetrock, concrete, carpet, asphalt, shingles, wire mesh, gutters, or other items accumulated as a result of repairs or additions to existing buildings, construction of new buildings or demolition of existing structures. This shall include, but not be limited to, building fixtures, cabinets, and shelving." Ms. Teague said that adoption of this ordinance will improve and clarify the extent to which building inspections staff may enforce requirements for cleanliness of construction and demolition sites within the Town. Ms. Teague proceeded to review the changes to the ordinance.

Councilmember Jon Feichter asked Ms. Teague about burning of construction debris. Ms. Teague said that only vegetation can be burned, contingent upon permit approval.

There was no public comment.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to close public comment at 6:41pm. The motion passed unanimously.***

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Anthony Sutton, to adopt the text amendment Ordinance as proposed to the municipal code, Section 44-2. The motion passed unanimously.***

8. Public Hearing to consider a Map Amendment for the property located at 237 Ratcliff Cove Road (PIN 8626-00-9246).

- Byron Hickox, Land Use Administrator

***A motion was made by Councilmember Julia Freeman, seconded by Councilmember Chuck Dickson, to open public comment at 6:42pm. The motion passed unanimously.***

Land Use Administrator Byron Hickox reported that the property being considered for re-zoning is a 28.69-acre parcel that is currently located in the Raccoon Creek Neighborhood Residential District (RC-NR). Mr. Hickox said that Raccoon Creek runs along the west boundary, with associated floodway and floodplain extending eastward into the property. While the lowest portion of the property along Raccoon Creek is fairly flat, he said that the property rises from an elevation of 2,620 feet to 2,900 feet at the northeast corner. He described the property as having approximately 400 feet of frontage along Ratcliff Cove Road, with a broad gravel driveway connection to interior gravel and dirt roadways. Except for an old barn located on the northern boundary, he stated that the property is vacant. Mr. Hickox proceeded to read the staff report verbatim:

“The request to be considered is for a map amendment to place the property in the Raccoon Creek Neighborhood Residential District Mixed-Use Overlay (RC-NR MXO). The Land Development Standards Section 2.6.2A defines a Mixed-Use Overlay District as *‘a zoning overlay district established to permit certain limited mixed-uses within residential neighborhoods.’* This application for map amendment was submitted by Haywood County Consolidated Schools in order to place the property in question into a zoning district in which Government Services is a permitted use. The Land Development Standards Section 17.3 defines Government Services as *‘federal, state, and local government agencies that administer, oversee, and manage public programs and have executive, legislative, and judicial authority.’*

If placed within the RC-NR MXO, several additional uses would be permitted on this property. The newly permitted uses would be live-work units, ATM, Banks, Credit Unions, & Financial Services, Business Support Services, Dry Cleaning & Laundry Services, Funeral Homes, Government Services, Personal Services, Professional Services, Gas/Fueling Station, General Commercial (Less Than 100,000 ft<sup>2</sup>), Neighborhood Commercial, Neighborhood Restaurant, Outside Sales, and Restaurant.

The applicant would be using the property to consolidate supportive operations for county schools under the ‘government services’ definition. This would achieve several things:

- The relocation of the Haywood County Consolidated Schools facility from its current location within the RC-NR District at the former Haywood County landfill site, to this property;
- The relocation of school support facilities in Clyde, known as the education center, out of a flood hazard area; and
- The creation of new meeting and training space for school administration and staff; and
- The practicality and improved efficiency of locating school bus fleet storage, repair and maintenance; supportive information technology services; general storage of school facility maintenance and other needs, within a new consolidated facility that is centrally located to serve all the schools of the County.

## **Surrounding Land Use and Zoning Pattern**

The subject property is surrounded by the following land use types: (1) To the north by vacant, wooded land, (2) to the south by a large agricultural operation (the Queen Farm which is immediately across the street from this property) and vacant, wooded land, (3) to the east by single-family dwellings, and (4) to the west by vacant land. The properties to the north, south, and east are also located within the Raccoon Creek Neighborhood Residential District, while the property to the west is located within the Raccoon Creek Neighborhood Center District.

## **Consistency with the 2035 Comprehensive Plan**

Found in the introduction to Waynesville 2035: Planning with Purpose, the Town of Waynesville's Comprehensive Plan, the stated purpose of the document is 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.'

Chapter 2 of the Comprehensive Plan lays out several goals and objectives to provide guidance for implementing the overall plan. The following goals and objectives apply to this application:

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

- Encourage infill, mixed-use, and context-sensitive development

Goal 5: Create opportunities for a sustainable economy.

- Strengthen Waynesville's current and future workforce through education and training; and
- Encourage creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors.

Found in the Appendix to the Comprehensive Plan (page 174), the Future Land Use Map indicates that the property being considered for map amendment should be a part of the Low to Medium Density Residential areas for the purposes of future land use planning. However, the property shares its western boundary with an area that is designated Mixed Use – Community, which is defined as follows:

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.

Additionally, the Comprehensive Plan states that:

'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)' (Comprehensive Plan Page 27)

## **Staff & Planning Board Recommendation**

At a public hearing held on April 26, 2023, the Planning Board held extensive discussion on the application, weighing the roles of the Future Land Use Map and the Goals of the 2035 Comprehensive Land Use Plan. The Planning Board also discussed the definition of Government Services and staff's determination that supportive facilities for public schools would fall under the Government Services definition, and is distinct from the definition of a Secondary or Elementary School definition. In the Future Land Use Map, the property in question is indicated as 'residential low-to medium density,' but is contiguous to an area designated for more intensive future development and shown as 'mixed-use community.'

The property is also located along a well-maintained road with an existing entrance located approximately 1,000 feet from U.S. Highway 23, a major commercial entrance into Waynesville. At its public hearing, some Planning Board members raised the possibility of requiring the property owner to subdivide the property and only apply the rezoning to the portion necessary for the proposed project. This option was not pursued further nor considered for inclusion in any formal motion. There was also discussion that while this action is not consistent with the Comprehensive Land Use Plan Future Land Use Map specifically, it is not inconsistent with the desire to promote mixed-use centers, and that the action is reasonable and in the public interest because it supports the needs of county schools. The Planning Board also noted that the current bus fleet storage facility that is located above Junaluska Elementary is within the RC-NR District already, and that this action would be relocating this use within the same district.

At the end of the hearing and discussion, the Planning Board determined that although the map amendment is inconsistent with the Town's Comprehensive Land Use Plan Future Land Use Map, it is consistent with Goals 1 and 5 of the Comprehensive Plan and is reasonable and in the public interest because of its location and because it would support the needs of the County's Public Schools. The Planning Board, by majority vote of 5 to 3, voted to recommend to the Town Council approval of the proposed map amendment for the property described as 237 Ratcliff Cove Road – PIN 8626-00-9246 from Raccoon Creek Neighborhood Residential to Raccoon Creek Neighborhood Residential Mixed-Use Overlay, with the stipulation that if the Town Council approves the map amendment, that the effective date of the map amendment be 10 days after Haywood County Consolidated Schools takes ownership of the property.

If the Town Council is inclined to limit the extent of the rezoning to an area smaller than the entire parcel under consideration, it could delineate that limitation. However, this would need to be worked out with the applicant in how that might work, for example:

- (1) distance from the property's western boundary, so that the overlay designation would only cover that portion of the property required for the potential facility – similarly to how the Dellwood Mixed Use Overlay is applied along Russ Avenue;
- (2) extend overlay to an appropriate topographic elevation line that restricts the development potential from the steepest and highest portions of the property,
- (3) to a line connecting two points along the property's north and south boundaries, or some other designation on which the applicant and the Council could agree, with the goal of limiting intensive uses in the upper elevations and providing a buffer or transitional area to existing, adjacent residential districts, or

(4) Some other overlay boundary that is delineated from the adjacent boundaries of existing residential neighborhoods.

If the Town Council wishes to limit the extension of the Overlay just to Government Services, then it could limit the enumerated uses of the overlay to just include Government Services as part of the ordinance.

If the Town Council wishes to follow the planning board's recommendation, then Council could enact the ordinance in a way that it would go into effect after Haywood County Consolidated Schools closes on the property. In taking this approach, the Board could consider the action of amending the property's designation on the Comprehensive Land Use Future Land Use Map to Community Facilities as well."

**Patrick Bradshaw with Civil Design Concepts:** Mr. Bradshaw reviewed the intended uses of the property for Haywood County School systems:

1. Board of Education Services
2. I.T. Services (the proximity to the fiber internet line is especially important)
3. Food Services
4. Bus Services

He added that this property would provide a central location to all Haywood County schools.

**Graham Haynes, Assistant Superintendent for Haywood County Schools:** Mr. Haynes emphasized the importance of the central location of this property to all the Haywood County schools. He clarified that the money being used for this project is coming from the Capital Budget that can only be used in this way.

Councilmember Jon Feichter asked Mr. Haynes if there are any other plans for the property. Mr. Haynes said not at this time. He said the amount of money it would take to develop the steep part of the property would be unreasonable, so they are sticking to the current plan.

**Lisa Cook 268 Hillside Terrace Drive, Waynesville:** Ms. Cook said that she lives about 4 blocks away from the proposed property. She said that her and her neighbors are concerned about what will happen to their neighborhood with the re-zoning. She said she doesn't feel the re-zoning is consistent with the 2035 plan. She agreed that with the caveat, her and her neighbors feel better about the re-zoning.

Councilmember Anthony Sutton said he would like to change the re-zoning to Mixed-use Overlay 2 and limit it just to government facilities.

Councilmember Jon Feichter agreed with Councilmember Sutton but added that he was concerned that a prison would fall under "government use". Mr. Hickox said that correctional facilities as a standalone use have their own definition and their own line item on the table of permitted uses. Councilmember Feichter asked if there were provisions in our land use ordinance that would prevent a correctional facility being there. Mr. Hickox said that is correct and added that the same goes for landfills.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to close public comment at 7:13pm. The motion passed unanimously.***

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Julia Freeman, to find the request is consistent with the 2035 Comprehensive Plan in that it creates opportunities for a***

***sustainable economy, strengthens Waynesville’s current and future workforce through education and training and encourages creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors. The motion passed unanimously.***

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Chuck Dickson to re-zone the property described as 237 Ratcliff Cove Road (PIN 8626-00-9246) from the Raccoon Creek Neighborhood Residential District to the Raccoon Creek Neighborhood Residential District Mixed-Use Overlay-2, to be enacted 10 days after the Haywood County School Board achieves ownership of the property, and to limit the additional uses extended by the overlay to Government Services, and in so doing amending the Comprehensive Plan, Future Land Use Map to re-designate this property as “Community Facilities” in its land use typology and that it continues to promote smart growth principles in land use planning and zoning, and encourages infill, mixed-use, and context-sensitive development. The motion passed unanimously.***

9. 2023-24 Budget Public Hearing
- Misty Hagood, Finance Director

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to open public comment at 7:25pm. The motion passed unanimously.***

Finance Director Misty Hagood reviewed the highlights of the proposed budget for fiscal year 2023-2024. She said the total Operating Fund is \$36,878,605. General Fund is \$17,452,975, Water Fund is \$3,862,497, Sewer Fund is \$4,161,074, and the Electric Fund is \$11,402,059. She said that the Fee Schedule was reviewed to cover administrator costs.

Ms. Hagood said some of the General Fund Revenue highlights include:

- No Property Tax rate increase
- Increase in Sales Tax (budgeting 6% increase) = \$280,000
- Increase in Fire Taxes in outside districts (2 cent increase in rate) = \$168,750
- Increase in Investment Income = \$195,500
- Stormwater Grant = \$400,000
- No Unrestricted Fund Balance is being used

Ms. Hagood said some of the General Fund Expenditure highlights include:

- Increases in supplies, gas, tires, and electricity costs
- Added Human Resources Director and Grants Manager
- Added part-time employee for Downtown
- Capital proposed using General Fund money is roof at Armory and HVAC replacement
- Remaining proposed capital items are in ARP Special Revenue Fund
- Purchasing moved from Internal Service Fund into Finance Department
- Asset Services moved from Internal Service Fund to General Fund department
- Departmental totals are lower due to Internal Service Costs not being allocated the same

Ms. Hagood discussed some of the Enterprise and Garage Fund highlights:

- Large increase in price of supplies and treatment chemicals

- Increase in gas and tire prices
- Added employee in Sewer Treatment starting January 2024
- Added entry level employee for Garage starting October 2023
- Electric Fund transfer to Russ/Walnut Capital Project Fund
- Proposed rate increases
  - 7% Water
  - 10% Sewer
  - 5% Electric (in addition to the 6% that was passed May 9<sup>th</sup>)

Councilmember Jon Feichter asked about the Sunnyside and Russ Avenue projects. Town Manager Rob Hites said the Town is providing transformers, conduit, and primary. Councilmember Feichter asked if sewer rates will continue to increase, and Ms. Hagood replied that this will be the last double-digit increase.

Ms. Hagood reviewed the highlights for the proposed salary increases:

- CPI for last 12 months ended March 2023 is 5%
- Employment Cost Index for state & local government employees calendar year 2023 is 4.6%
- Included 2.5% Career Track for all employees and 5% (every 2 years) for Police total cost = \$136,300
- Included 2% COLA = \$109,054
- Included \$2 per hour increase for all part-time employees
- Includes salary increases for reclassifications approved on May 9<sup>th</sup> contingent upon the adoption of the FY2023/2024 budget

Ms. Hagood said since the last budget review, the Police Department asked to use restricted funds for an interview camera and server for \$7,175, so she added that to the budget.

Mr. Hites reported that Mayor Caldwell met with the owner of the vacant lot at the intersection of Haywood and Church Streets to determine if they would be receptive to the Town leasing the lot for the purpose of constructing a gravel parking lot on the site. He said that Preston Gregg has designed a 22 space lot on the site including a five foot walkway from Montgomery Street that would require an easement from an additional property owner. Mr. Hites said that they do not have a firm estimate for constructing the lot but for budgeting purposes, it should be estimated at approximately \$20,000. He added that the Town rents parking facilities in both Hazelwood and at the Armory. The current per space rent in Hazelwood is \$11.44 per month and the Armory \$10.23 per month. Mr. Hites said the Town has negotiated a lease of \$13.64 per space or \$300 per month (\$3,600 per year) with a 2% increase per year for an initial five- year period. He said the first-year budget would amount to \$23,600. Councilmember Sutton asked for the parking area estimate be added to the budget.

Councilmember Chuck Dickson said that unless the Town gets grants from Raleigh, sewer rates will have to be increased again. Mr. Hites said there is a billion dollars available at the discretion of the legislature. Ms. Hagood said she will request that the system development fees revenue to be transferred to the sewer project.

Councilmember Dickson requested a rate study. Manager Hites suggested that the most equitable thing to do with all utility rates would be to look at the base rate to cover administrator costs and debt service, then let the rates be based solely on usage. Councilmember Dickson suggested higher rates for higher usage.

There was no public comment.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Anthony Sutton, to close public comment at 7:46 pm. The motion passed unanimously.***

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to instruct the Finance Director to prepare the budget ordinance for the next regular scheduled Town Council meeting on June 13<sup>th</sup>, 2023. The motion passed unanimously.***

## **H. NEW BUSINESS**

10. Budget Amendment to authorize the use of grant funds from Kiwanis of Waynesville to fund the capital budget item of the all-abilities playground fence from chain link to upgraded ornamental steel.

- Luke Kinsland, Recreation Director

Mayor Gary Caldwell first commended Mr. Kinsland and his staff on how beautiful the recreation facilities have been kept and what a great job they do. Councilmember Feichter asked if the recreation center will open on Sundays again. Mr. Kinsland said yes, once the pool can get fully staffed. Councilmember Feichter and Town Manager Rob Hites commended the Recreation and Public Works staff.

Recreation Director Luke Kinsland reported that the FY 22-23 capital improvement item of a black chain link fence for the all-abilities playground was quoted at \$21,000 with \$25,000 available in that line item. He said that the Recreation Advisory Commission suggested applying for a grant to upgrade the fence to a more aesthetically pleasing ornamental fence. The Town applied and received a grant in the amount of \$8,000 to fund this upgrade putting the total cost of the fence at \$33,476.14. Mr. Kinsland added that it is a more pleasing look that also meets building safety codes for child safety and containment and that the pickets are just under 4" wide. He said the price includes two self-latching gates and two 10' maintenance gates.

***A motion was made by Councilmember Julia Freeman, seconded by Councilmember Chuck Dickson, to approve the budget amendment of a grant of \$8,000 from Kiwanis of Waynesville to upgrade the capital improvement item of chain link fence to ornamental steel for the all-abilities playground. The motion passed unanimously.***

11. Budget Amendment to authorize the use of grant funds from the Pigeon River Fund for the purpose of two fishing access areas per the site plan for the Vance St Park extension (new greenway).

- Luke Kinsland, Recreation Director

Recreation Director Luke Kinsland said that the site plan for the PARTF grant project for the new greenway at Vance St Park displays two fishing access areas along Richland Creek. Per PARTF grant guidelines, Mr. Kinsland said they must complete the entire site plan. He added that as construction costs have increased, PARTF funds have been substantially used already. The Town applied and received a grant from the Pigeon River Fund in the amount of \$30,000 for the purpose of cleanup/grading and constructing those two fishing

access areas. Mr. Kinsland said he'd like for Town staff to coordinate this project with Haywood Waterways Association for planning and design. He said that they'd like to design an educational fishing area for children and a handicap accessible fishing area.

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Chuck Dickson, to approve the budget amendment of a grant of \$30,000 from the Pigeon River Fund for fishing access areas. The motion passed unanimously.***

12. Appointments to the Waynesville Public Art Commission and Waynesville Housing Authority
- Jesse Fowler, Assistant Town Manager

Assistant Town Manager Jesse Fowler reported that The Waynesville Public Art Commission recently had two vacancies. If appointed, Mr. Fowler said that Ms. Deering would be taking over a previous member's term that would be ending on 6/30/2025. Mr. Fowler said that the Waynesville Housing Authority recently had two vacancies. If appointed, Mr. Fowler said that Ms. Arnold would fulfill WHA's requirement that at least one member must be directly assisted by WHA. He said that following the Town Council's policy on statutory advisory board appointments, Ms. Arnold will need to be interviewed prior to her appointment to the Waynesville Housing Authority.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Julia Freeman, to appoint CJ Deering to the Waynesville Public Art Commission. The motion passed unanimously.***

Councilmember Anthony Sutton and Councilmember Chuck Dickson volunteered to interview Sandra Arnold for her potential WHA appointment.

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Julia Freeman, to interview Sandra Arnold in consideration of her appointment to the Waynesville Housing Authority. The motion passed unanimously.***

## I. COMMUNICATION FROM STAFF

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

Town Manager Rob Hites reported that SB675, if approved, would eliminate all extra-territorial jurisdictions, and has just received a favorable vote in the Senate. Development Director Elizabeth Teague explained that ETJs are a planning tool that help to offer a buffer and control unregulated growth along the edges of towns.

***A motion was made by Councilmember Anthony Sutton, seconded by Councilmember Jon Feichter, to strongly oppose SB675 and to instruct staff to write a letter to our representatives stating the Council's opposition. The motion passed unanimously.***

14. Town Attorney Report
- Town Attorney, Martha Bradley

Nothing to report.

**J. COMMUNICATIONS FROM THE MAYOR AND BOARD**

Councilmember Anthony Sutton gave several NCDOT updates. He added that dates are subject to change:

- The Russ Avenue widening project is slated to begin on July 18<sup>th</sup>
- The roundabout is 52% completed with a November 11<sup>th</sup> being the projected date of completion.
- The South Main Street project will begin in September 2026.

Councilmember Julia Freeman said that the Main Street Mile will be June 24<sup>th</sup>.

**K. ADJOURN**

***A motion was made by Councilmember Julia Freeman, seconded by Councilmember Chuck Dickson, to adjourn at 8:12pm. The motion passed unanimously.***

ATTEST:

\_\_\_\_\_  
Gary Caldwell, Mayor

\_\_\_\_\_  
Robert W. Hites, Jr. Town Manager

\_\_\_\_\_  
Candace Poolton, Town Clerk



# Application for Special Events Permit

## I. General Information

EVENT NAME: Folkmoat Summerfest International Day

EVENT DATE(S): July 29, 2023  
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: Main Street

IF THIS EVENT IS A PARADE OR ROAD RACE: Please provide a full route description and map

SET-UP TIME (START/END): 6:30 - 9:30 AM

EVENT HOURS: 10:00 AM to 5:00 PM

DISMANTLE HOURS (START/END): 5:30 to 7:00 PM

ESTIMATED ATTENDANCE: 1000 +

BASIS ON WHICH THIS ESTIMATE IS MADE: Previous Events

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: Folkmoat USA

ARE YOU A NON PROFIT CORPORATION? No  Yes  If yes, are you 501c(3) 501c(6) Place of Worship p

APPLICANT NAME: Brett A. Pinkston TITLE: Operations Manager

ADDRESS: PO Box 658 CITY: Waynesville STATE: NC ZIP: 28786

PHONE: 828-452-2997 FAX#: — EMAIL: operations@folkmoat.org

ON-SITE CONTACT: Brett Pinkston TITLE: Operations Manager

ADDRESS: PO Box 658, Waynesville, NC 28786

PHONE #: 828-452-2997 CELL PHONE #: 828-246-3582 EMAIL: operations@Folkmoat.org



**VI. Additional Questions**

How will parking be accommodated for this event? Town Public Parking +

County Parking Garage

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? Cans provided by town. Bags

provided by Folkways Full bags placed wherever told.

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

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

**Return to:**

**Beth Gilmore, Downtown Waynesville Director &  
Jesse Fowler, Assistant Town Manager  
Town of Waynesville  
9 S. Main Street, P.O. Box 100, Waynesville, NC 28786  
Telephone: (828) 456-3517  
Fax No. : (828) 456-2000  
Email Address: [bethgilmore@waynesvillenc.gov](mailto:bethgilmore@waynesvillenc.gov)  
[jfowler@waynesvillenc.gov](mailto: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:

Application approved:

Application denied:

# National Casualty Company

Home Office  
Madison, Wisconsin  
Administrative Office:  
8877 North Gainey Center Drive • Scottsdale, Arizona 85258  
1-800-423-7675  
A STOCK COMPANY

KR-GL-D-1  
(07/07)

## COMMERCIAL GENERAL LIABILITY - DECLARATIONS

Policy No. KKO0000025677100  
Replacement No. KKO0000024591500

Policy Period: 07/01/21 to 07/01/22 12:01 am Standard Time

### NAMED INSURED AND ADDRESS:

THE NORTH CAROLINA (SEE KR-SP-1)  
DBA: FOLKMOOT USA  
PO BOX 658  
WAYNESVILLE, NC 28786

### FORM OF BUSINESS

- Individual  Limited Liability Company  
 Partnership  Organization, including a Corporation (but not including a Partnership, Joint Venture or Limited Liability Company)  
 Joint Venture

**RETROACTIVE DATE:** (CG 00 02 only) This insurance does not apply to "bodily injury" or "property damage" or "personal injury and advertising injury" which occurs before the following Retroactive Date: \_\_\_\_\_ (Enter date or NONE if no Retroactive Date Applies)

### LIMITS OF INSURANCE

General Aggregate Limit (Other than Products – Completed Operations)	_____	UNLIMITED
Products – Completed Operations Aggregate Limit	_____	\$ 5,000,000
Personal and Advertising Injury Limit	_____	\$ 1,000,000
Each Occurrence Limit	_____	\$ 1,000,000
Damage to Premises Rented to You Limit	_____	\$ 300,000 any one premises
Medical Expense Limit	_____	EXCLUDED any one person

MEDICAL PAYMENTS FOR VOLUNTEERS \$ 10,000 Per Volunteer

### SCHEDULE OF LOCATIONS:

0001 112 VIRGINIA AVENUE, WAYNESVILLE, NC 28786  
0002 VARIOUS-AS ON FILE WITH COMPANY

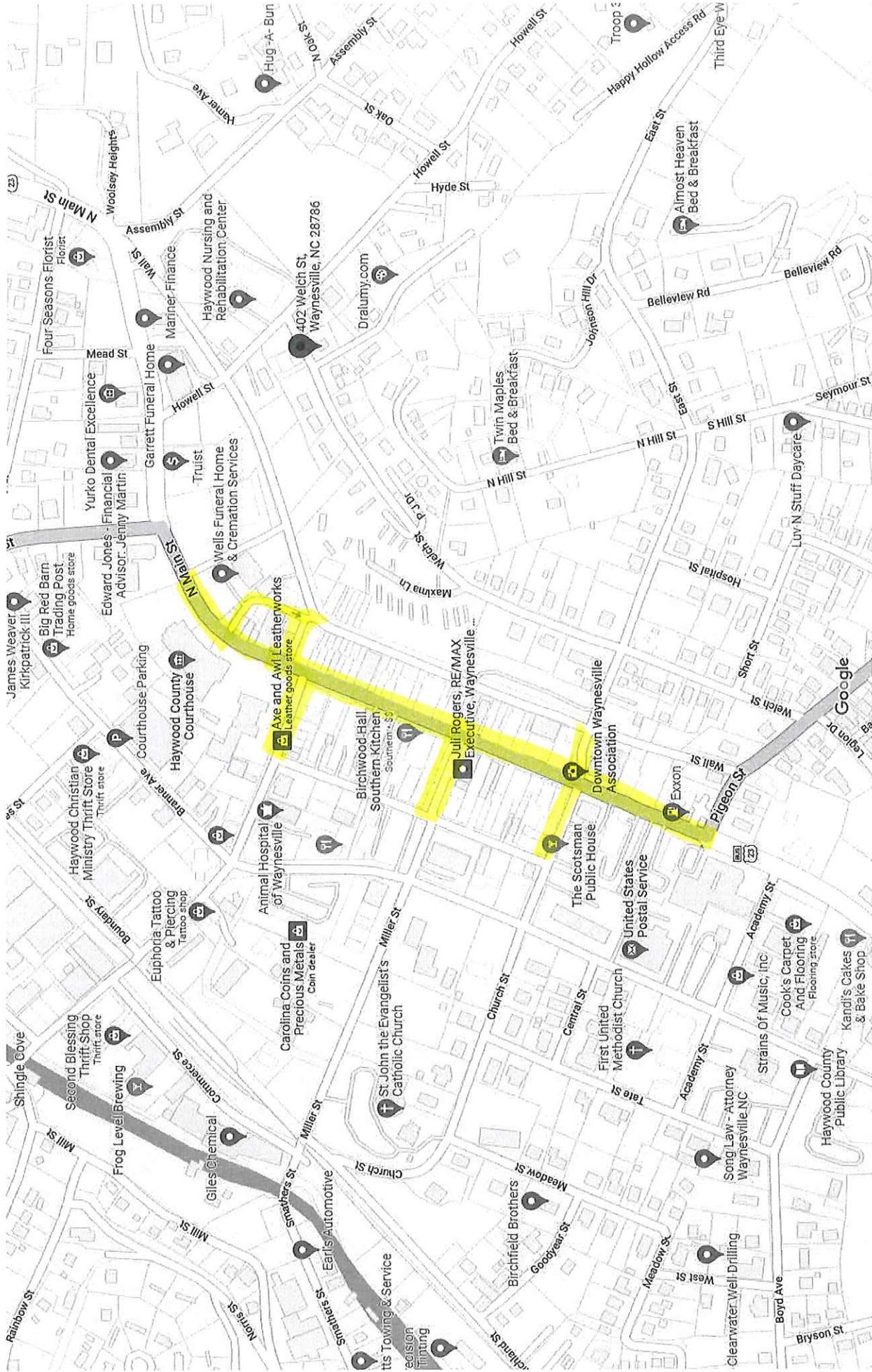
### PREMIUM

Advance Premium for this Coverage Part is \$ 2,507  
Premium above includes \$ 7 for the Terrorism Risk Insurance Act.

### ENDORSEMENTS ATTACHED TO THIS COVERAGE PART:

KR-GL-SP-2(04/14)	KR-GL-SP-1(04/07)	CG0001(04/13)	KR-GL-94(02/15)	KR-GL-43(04/07)
KR-GL-54(04/07)	KR-GL-61(04/07)	KR-GL-19(04/07)	KR-GL-58(04/07)	KR-GL-29(04/07)
KR-GL-65(04/07)	KR-GL-46(04/07)	KR-GL-41(04/07)	GL-58S(12/93)	KR-GL-109(10/17)
KR-GL-136(10/11)	CG2001(04/13)	CG2026(04/13)	CG2034(04/13)	CG2106(05/14)
CG2135(10/01)	CG2147(12/07)	CG2167(12/04)	CG2196(03/05)	CG2407(01/96)
CG2410(07/98)	CG2170(01/15)	CG2176(01/15)		

Google Maps 402 Welch St



Map data ©2022 Google 200 ft



# Application for Special Events Permit

## I. General Information

EVENT NAME: Jane Tenth Freedom Celebration

EVENT DATE(S): June 17<sup>th</sup>

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: FUMC 560 S Haywood St. / Front

IF THIS EVENT IS A PARADE OR ROAD RACE: Please provide a full route description and map Academy

SET-UP TIME (START/END): 3 pm

EVENT HOURS: 4 pm - 7 pm

DISMANTLE HOURS (START/END): 7 pm

ESTIMATED ATTENDANCE: 300

BASIS ON WHICH THIS ESTIMATE IS MADE: readers

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: FUMC Waynesville

ARE YOU A NON PROFIT CORPORATION?  No  Yes  If yes, are you 501c(3)  501c(6)  Place of Worship

APPLICANT NAME: Michael Blackburn TITLE: Dir of Programs and Ministries

ADDRESS: P.O. Box 838 CITY: Waynesville STATE: NC ZIP: 28786

PHONE: \_\_\_\_\_ FAX#: \_\_\_\_\_ EMAIL: mbblackburn@fumc-waynesville.com

ON-SITE CONTACT: Same TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: 4569495 CELL PHONE #: 228-3363 EMAIL: mbblackburn@fumc-waynesville.com

**III. Brief Description of Event**

**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. Academy St. From The Intersection of Academy
- 2. AND TATE TO ACADEMY AND HAYWOOD
- 3.

**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? \_\_\_\_\_

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

Number of Stages: 1 Number of Band(s): 1 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. \_\_\_\_\_

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.

2 inflatables

**VI. Additional Questions**

How will parking be accommodated for this event?

*our Parking lot*

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?

*Self contained*

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

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

**Return to:**  
**Beth Gilmore, Downtown Waynesville Director &**  
**Jesse Fowler, Assistant Town Manager**  
**Town of Waynesville**  
**9 S. Main Street, P.O. Box 100, Waynesville, NC 28786**  
**Telephone: (828) 456-3517**  
**Fax No. : (828) 456-2000**  
**Email Address: [bethgilmore@waynesvillenc.gov](mailto:bethgilmore@waynesvillenc.gov)**  
**[jfowler@waynesvillenc.gov](mailto: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:

Application approved:

Application denied:



# Application for Special Events Permit

## I. General Information

EVENT NAME: Stars & Stripes Kids Parade & Patriotic Concert

EVENT DATE(S): July 4, 2023  
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: N Main Street - Historic Courthouse

IF THIS EVENT IS A PARADE OR ROAD RACE: Please provide a full route description and map

SET-UP TIME (START/END): 8 AM

EVENT HOURS: 10 am – 3 pm

DISMANTLE HOURS (START/END): 3 pm

ESTIMATED ATTENDANCE: \_\_\_\_\_

BASIS ON WHICH THIS ESTIMATE IS MADE: \_\_\_\_\_

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: Downtown Waynesville Commission

ARE YOU A NON PROFIT CORPORATION? No  Yes  If yes, are you  501c(3)  501c(6) Place of Worship \_\_\_\_\_

APPLICANT NAME: Beth Gilmore TITLE: Executive Director

ADDRESS: PO Box 224 CITY: Waynesville STATE: NC ZIP 28786

PHONE: 828-550-8122 FAX#: \_\_\_\_\_ EMAIL: bethgilmore@waynesvillenc.gov

ON-SITE CONTACT: Beth Gilmore TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**III. Brief Description of Event**

**The Stars & Stripes Celebration includes a Kids Parade and Haywood Community Band Concert at the Historic Courthouse. Kids and families gather in front of the Historic Courthouse to prepare for the parade to start at 11 AM (registration begins at 10). Led by police and a member of the Town Council, the parade follows Main Street to First Baptist Church where it ends with an ice cream social. Music and entertainment will be placed on Main Street sidewalks throughout the afternoon. The Haywood Community Band will perform a patriotic concert on the Courthouse Lawn at 2 pm.**

**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. Miller Street stays closed at Main Street (the crosswalk) from 10am-3pm due to high volume of pedestrian traffic.
2. Closures needed at Church/Montgomery, Depot/Montgomery, East/Wall for the duration of the parade (45 minutes – 1 hour)
- 3.

**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? \_\_\_\_\_

Will there be **musical entertainment** at your event? IF "YES" provide the following information:  
Number of Stages: 0 Number of Band(s): 3-5 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: 3 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? NO

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. \_\_\_\_\_

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? NO

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

**VI. Additional Questions**

How will **parking** be accommodated for this event? Public parking on and around Main, Miller, Depot and Wall Streets; Montgomery and Wall Street parking lots; Public Parking Deck

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? Additional trash cans will be provided at the Historic Courthouse during parade prep.

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

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

**Return to:**  
**Beth Gilmore, Downtown Waynesville Director or**  
**Jesse Fowler, Assistant Town Manager**  
**Town of Waynesville**  
**9 S. Main Street, P.O. Box 100, Waynesville, NC 28786**  
**Telephone: (828) 456-3517**  
**Fax No. : (828) 456-2000**  
**Email Address: [bethgilmore@waynesvillenc.gov](mailto:bethgilmore@waynesvillenc.gov)**  
**[jfowler@waynesvillenc.gov](mailto: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:

Application approved:

Application denied:



# Application for Special Events Permit

## I. General Information

EVENT NAME: Christmas Tree Lighting

EVENT DATE(S): December 1, 2023  
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: In front of Town Hall- 9 S. Main Street

IF THIS EVENT IS A PARADE OR ROAD RACE: Please provide a full route description and map

SET-UP TIME (START/END): 3:00 p.m.

EVENT HOURS: 5 – 6 p.m.

DISMANTLE HOURS (START/END): 6:30 p.m.

ESTIMATED ATTENDANCE: 1,200

BASIS ON WHICH THIS ESTIMATE IS MADE: Last year's 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: Downtown Waynesville Commission (DWC)

ARE YOU A NON PROFIT CORPORATION? No  Yes  If yes, are you  501c(3)  501c(6) Place of Worship

APPLICANT NAME: Beth Gilmore TITLE: DWC Exec. Director

ADDRESS: 9 S. Main Street CITY: Waynesville STATE: N.C. ZIP 28721

PHONE: 828-550-8122 FAX#: \_\_\_\_\_ EMAIL: bethgilmore@waynesvillenc.gov

ON-SITE CONTACT: Beth Gilmore TITLE: DAC Exec. Director

ADDRESS: Same as above

PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**III. Brief Description of Event**

**This will be a 1-hour event to kick off the Art After Dark gallery stroll on December 1 and kick off the Christmas season. Voices in the Laurel and Long's Chapel Chime and Bell Choir will provide music for a special tree lighting ceremony.**

**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. One block of Main Street will be closed from the Church/East Street intersection to the Watami parking lot.

2.

3.

**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? \_\_\_\_\_

Will there be **musical entertainment** at your event? IF "YES" provide the following information:  
Number of Stages: \_\_\_\_\_ Number of Band(s): \_\_\_\_\_ 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: \_\_\_\_\_ 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. \_\_\_\_\_

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.

**VI. Additional Questions**

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

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? Public trash receptacles

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

**Apply for this permit at least 60 days prior to your special event. (30 days for a neighborhood street closing)**  
**Return to:**  
**Beth Gilmore, Downtown Waynesville Director or**  
**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:

Application approved:

Application denied:

**TOWN OF WAYNESVILLE TOWN COUNCIL  
REQUEST FOR COUNCIL ACTION  
Meeting Date: May 23, 2023**

**SUBJECT:** Call for a Public Hearing: Social District Implementation Recommendations within the Downtown Municipal Service District

**AGENDA INFORMATION**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Administration  
**Contact:** Beth Gilmore, Downtown Waynesville Director  
**Presenter:** Beth Gilmore, Downtown Waynesville Director

**BRIEF SUMMARY**

In September of 2021, Governor Cooper signed into law House Bill 280 – ABC Omnibus Legislation – giving municipalities the authority to establish “social districts” as designated areas permitting the possession and consumption of alcohol in public spaces, under certain conditions. In July of 2022, House Bill 211 – Social District/Common Area Clarifications – was signed into law providing more detail concerning how social districts should be regulated.

Together, House Bills 890 and 211 allow cities and counties to create (and eliminate) a social district by ordinance. The statutes require that social districts be restricted to clearly defined boundaries and operate under certain conditions, but it affords municipalities the discretion to decide specific details such as boundary lines, hours of operation, and procedural logistics.

The Downtown Waynesville Commission (DWC) has taken several steps to better understand the Municipal Service District’s (MSD) desires to either create or prohibit social districts within the MSD. Social district legislation was first introduced to the MSD during a public forum on May 25, 2022, and at a second public forum on September 15, 2022, where social districts were discussed as a primary agenda item. Since these two initial public forums, the DWC has distributed surveys throughout the MSD in order to hear more direct feedback from individuals who work, live, and own property and businesses within the district and received 100 responses in return. Furthermore, the DWC has gathered anecdotal evidence from Municipalities across North Carolina in order to better understand the positive and negative effects of implementing social districts within their communities.

Based on their findings through 2 public forums, district surveys, and communications with other social district communities, the Downtown Waynesville Commission voted at a special called meeting held on May 22, 2023, to recommend that the Town Council approve the implementation of a social district within the Downtown Municipal Service District along the following parameters:

1. **Time:** The DWC recommends that a social district within the MSD be permitted during the hours of 10:00 a.m. to 10:00 p.m., Monday through Sunday.
2. **Logistics:** The DWC recommends that a social district within the MSD function allowing ABC permit holders to sell alcoholic beverage in their own disposable cups with their establishment clearly identified on the

cup, with the name of the social district clearly designated on the same cup with a sticker that is provided by the Town of Waynesville.

3. Location: The DWC recommends that a social district within the MSD be permitted from the intersection of Pigeon Street and Main Street to the intersection of Walnut Street and Main Street, including Church Street, Miller Street, and Depot Street from their intersections with Main Street to their intersections with Montgomery Street, further including East Street from its intersection with Main Street to its intersection with Wall Street, and further including Wall Street from its intersection with East street to its intersection with Wells Event Way.
4. State statute affords municipalities the ability to either permit or prohibit the consumption of alcohol purchased from one ABC licensed establishment within another separate ABC licensed establishment. The DWC did not vote upon a recommendation for the Town Council on this issue.

Following this recommendation, the Town Council has the authority to approve a social district within the Municipal Service District, approve a social district by amending the DWC's recommended parameters, table the topic of social districts within the Downtown Municipal Service District, or the Council may dismiss the topic. If the Town council chooses to implement a social district, then property owners, and business owners may choose not to participate, and they may choose to prohibit the possession or consumption of alcohol on their property or within their respective establishments.

Upon adoption of a social district, North Carolina Statutes require that the municipality develop a Social District Plan for the district. This document will outline rules for establishments permitted to sell alcoholic beverages, individuals who wish to possess and consume alcohol within the social district, the boundaries of the social district, as well as the legislative history and statutory authority of social districts within the state of North Carolina. This information will be required to exist physically as well as on our website. An example of a similar document developed by Sylva, North Carolina is attached.

### **MOTIONS FOR CONSIDERATION**

Motion to call for a public hearing on June 27, 2023, for the purpose of hearing the Downtown Waynesville Commission's recommendations for a social district within the Municipal Service District.

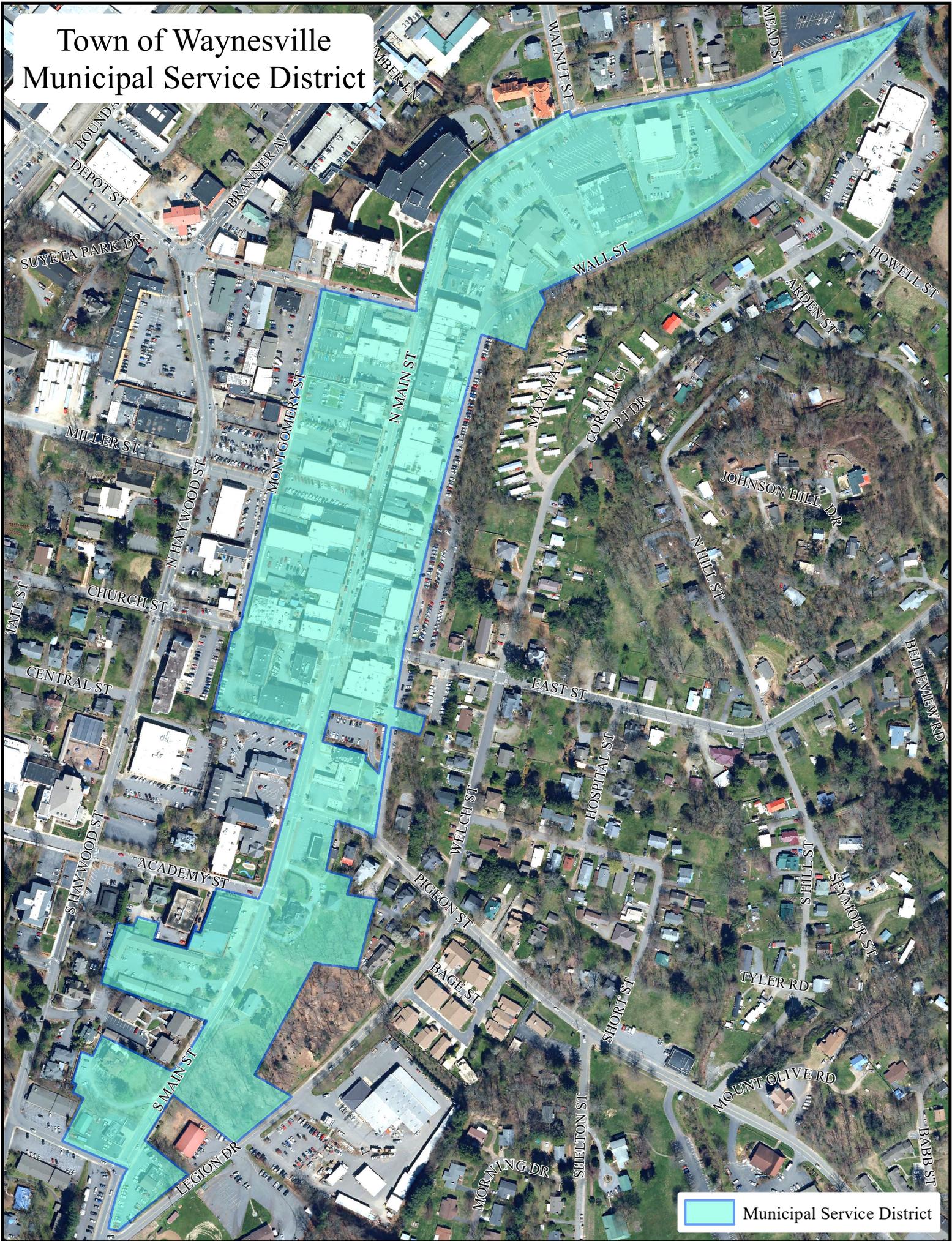
### **FUNDING SOURCE/IMPACT**

### **ATTACHMENTS**

1. Map: Municipal Service District
2. Map: Proposed Social District
3. Map: MSD & Proposed Social District Comparison
4. Events forum Agenda: September 15, 2022
5. Municipal Service District Survey: Example
6. Aggregate MSD Survey Results
7. NC League of Municipalities Social District Legislative Summary
8. Social District Case Studies
9. Sample Social District Plan: Sylva, North Carolina
10. House Bill 890: General Assembly Bill Summary (bill text excluded due to length)
11. House Bill 211: General Assembly Bill Summary (bill text excluded due to length)

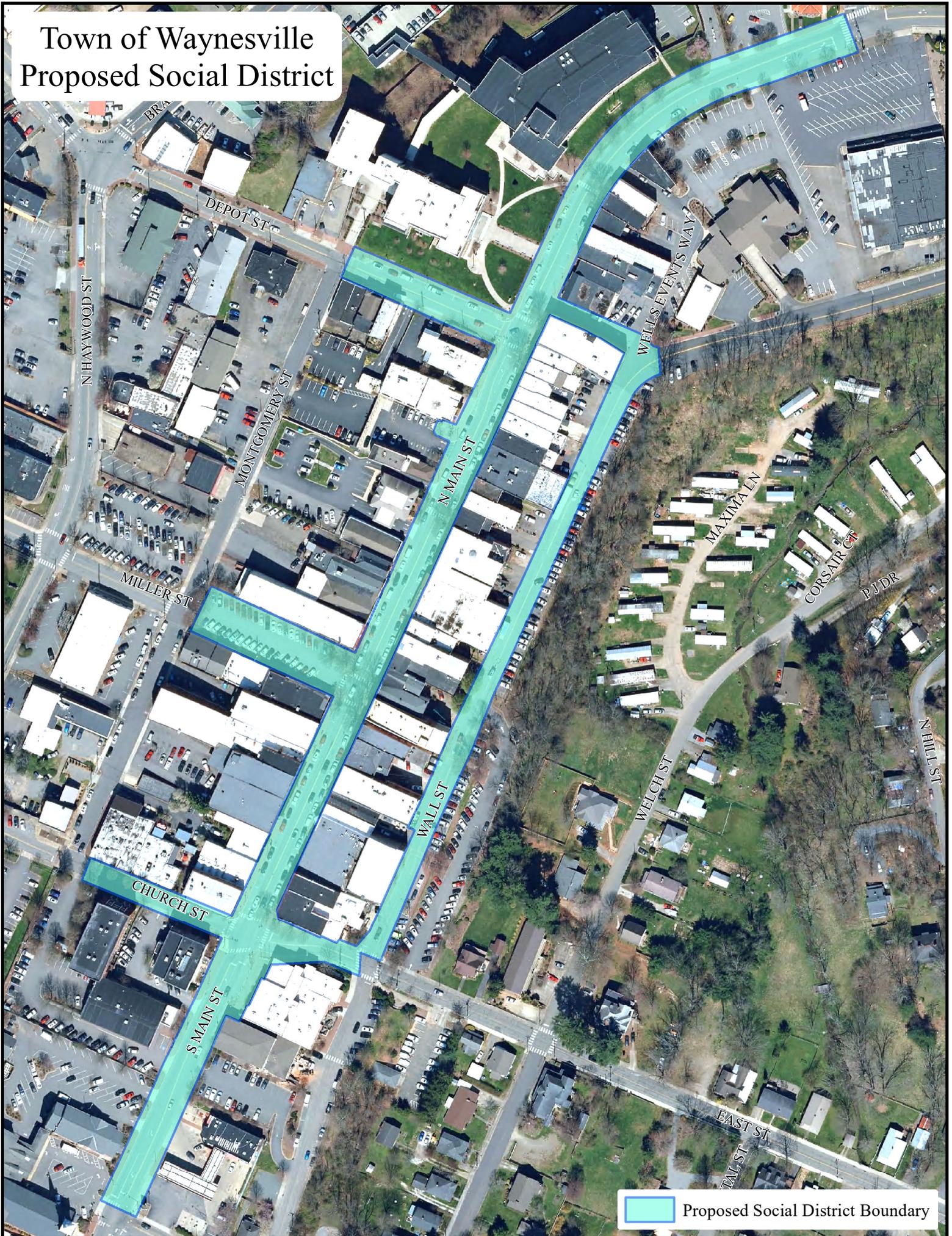
### **MANAGER'S COMMENTS AND RECCOMENDATIONS**

# Town of Waynesville Municipal Service District



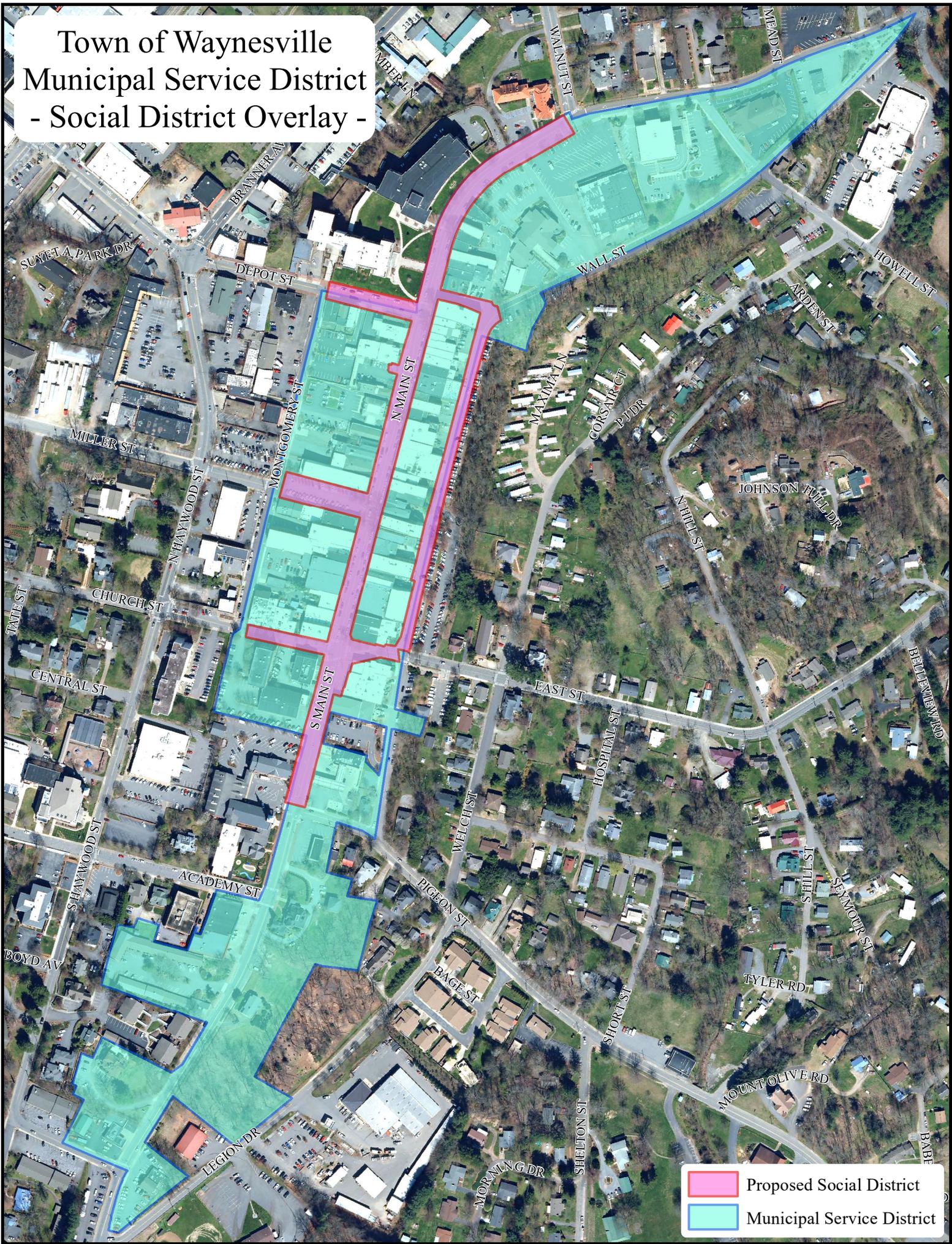
 Municipal Service District

# Town of Waynesville Proposed Social District



Proposed Social District Boundary

Town of Waynesville  
Municipal Service District  
- Social District Overlay -



- Proposed Social District
- Municipal Service District



Downtown Waynesville MSD

# EVENTS FORUM

AGENDA:  
INTRODUCTIONS  
2022 EVENTS  
2023 EVENTS  
SOCIAL DISTRICTS

SEPTEMBER 15, 2022  
TOWN BOARD MEETING ROOM

5:30 TO 7 PM  
9 S. MAIN STREET

hosted by the Downtown Waynesville Advisory Committee

# Municipal Service District Social District Community Survey



The Downtown Waynesville Commission would like your feedback on the prospect of social districts in downtown Waynesville.

Social districts are designated public areas where alcoholic beverages may be consumed, under certain criteria. A law passed by the NC legislature in 2021 largely in response to Covid made it possible for municipalities to establish social districts. The DWC intends to bring the issue before the Waynesville Board of Aldermen in coming months and would like to include in their report feedback from the Municipal Service District community.

NC House Bill 890 gives local governments the authority to create social districts and sets forth the criteria by which they must operate.

The law states that social districts must have clearly defined and well-marked boundaries, operate during designated hours, and requires that drinks be distributed in marked containers by ABC licensed establishments. Businesses within the district who do not wish to participate are free to opt out of this program by prohibiting alcohol and alcohol consumption inside their businesses.

Specific details and logistics including times and boundaries will be decided by the Waynesville Board of Aldermen during a public hearing on the matter. This survey will be used by the DWC to present community feedback and opinion of a social district program to the Board of Aldermen at the public hearing. This public hearing will also be your opportunity to address the Board of Aldermen directly.

Please complete this short survey to let us know how you feel about establishing social districts within Downtown Waynesville.

## 1. How are you associated with the Municipal Service district?

- I am a property owner in Downtown Waynesville.
- I am a business owner in Downtown Waynesville.
- I am not a property owner or business owner but work for a business in Downtown Waynesville.
- I am resident of Downtown Waynesville.

## 2. How do you feel about establishing a social district in Historic Downtown Waynesville?

- I am IN FAVOR of social districts.
- I am NOT IN FAVOR of social districts.
- I am IN FAVOR of social districts, under certain conditions.

## 2. I am in favor of social districts, under the following conditions:

- All the time- whenever the law allows.  
*(7 a.m. to 2 p.m. Monday-Saturday, Noon to 2 a.m. on Sunday)*
- Only during special events.
- Only on certain days. Suggested days: \_\_\_\_\_  
\_\_\_\_\_
- Only during certain hours. Suggested hours: \_\_\_\_\_  
\_\_\_\_\_

<b>TOTAL SURVEYS</b>	100	
	<b>#</b>	<b>%</b>
<b>NOT IN FAVOR</b>	10	10
<b>IN FAVOR</b>	90	90
<b>IN FAVOR- All the time</b>	59	65.5
<b>IN FAVOR- Certain days/times</b>	16	17.7
<b>IN FAVOR- Events only</b>	15	16.6
<b>PARTICIPANTS</b>	<b>#</b>	<b>%</b>
Employees	47	47
Business Owners	25	25
Property/Business Owners	9	9
Property Owners	8	8
Residents	8	8
Resident/Employee	1	1
Property Owner/Resident	3	3
<b>NOT IN FAVOR (10)</b>	<b>#</b>	<b>%</b>
Employees	6	60
Business Owners	3	30
Property & Business Owners	1	10
<b>IN FAVOR ALL THE TIME (59)</b>	<b>#</b>	<b>%</b>
Employees	29	49.1
Business Owners	14	23.7
Property Owners	6	10.1
Property & Business Owners	5	8.4
Residents	5	8.4
<b>IN FAVOR- EVENTS ONLY (15)</b>	<b>#</b>	<b>%</b>
Employees	6	40
Business Owners	4	26.6
Property Owners	2	13.3
Property & Business Owners	2	13.3
Residents	1	6.6
<b>IN FAVOR- CERTAIN DAYS/TIMES (16)</b>	<b>#</b>	<b>%</b>
Employees	6	37
Business Owners	4	25
Property & Business Owner	2	12.5
Property Owner & Resident	2	12.5
Residents	2	12.5
<b>SUGGESTED DAYS/TIMES:</b>		
Thursday & Friday evenings, all day Saturday & Sunday		
12 pm to 10 pm		
Monday to Sunday 10 am to 10 pm		

7 AM to 10 pm		
10 AM to 10 PM Monday to Sunday		
11 AM to 9 PM (3)		
3 pm to midnight x7 days		
11 AM to 9 PM, 7 days a week		
Not on Sunday		
11 AM to 11 PM Monday - Saturday		
5 PM TO 2 AM (2)		
<b>COMMENTS:</b>		
I think this would be a positive think for local and visitors!		
At least once a day a customer will ask if they can take their alcoholic beverage on Main St. It is definitely a desired idea from the tourist.		
A great way to encourage people to walk around town and support local businesses		
I think this would be a positive for our community and aid in tourism		
If hours have to be restricted for regular daily use (e.g., starting at noon Mon-Sun), please consider an exception that allows an earlier start during special events.		
I believe that if persons can take their beverages out of the establishment where they purchased them it will benefit all other businesses on the street. We will all benefit! We've seen from other municipalities that fears of the unknown are almost always overshadowed by the benefits to the town.		
The Social District should include Downtown Waynesville to Frog Level, encompassing all businesses that would benefit from it.		
Recycleable containers. Not in store.		
Would be great for the businesses and civilians to interact with each other after hours.		
In my opinion, it'd make people less inclined to be trashed in public because they could space out their drinks rather than downing as many drinks as they can get at one place. It would also help other small businesses because people can spend less time at one place and they can roam down Main Street.		
On the street only, unless the business allows it. Make sure there is adequate recycling stations.		
Non-glass recyclable containers. Allowed on the street only, not inside other businesses, unless the business allows it.		
I live in Sylva, NC, where a social district has been established for a year +/- . We have seen very little impact from this change. There are now vendors selling beverages during outdoor events. Very nice. There has NOT been additional college traffic, loitering, trash, drunkenness or urination in the streets from this districting. Again, NO ADDED NUSCIENCE to our small, quiet, quaint town,		

I think that this is a great idea for downtown Waynesville, and will be a huge step in modernizing Waynesville.		
This is great and works in plenty of areas.		
I think Downtown Waynesville would benefit greatly from the establishment of an entertainment district. From a casual night out on the town to a town wide arts, music and food festival, Waynesville downtown areas is accomodating for all. Citizens of this fine community have already displayed great responsibility with alcohol consumption in public and thoughtfully obeys pedestrian traffic right of ways and laws. Upgrading Main Street and beyond to an entertainment district can only enhance tourism and commerce creating a happier, vibrant community. DO IT NOW!		
We need more public restrooms and parking for visitors/locals. Provide more public trash cans.		
With Waynesville being a tourist town, so many people are on vacation. They want to enjoy a local beer while they walk down Main Street. They want to be outside, enjoying our town. It seems like a great fit to allow for adults to enjoy a beer or a wine while they walk around town. I listed a suggested time of 10:00pm for the cutoff b/c I don't see a need for people to be walking around town when it's mostly closed. I do feel that would just be a handful of drunk people going between bars. The day time and evening hours would allow for relaxing while shopping in our great town!		
The best for the business around town would be for the boundaries should be between Wall St and Commerce St, and Depot St and Church St. That would include all existing restaurants and future options.		
I love this idea, during hours that aren't typically considered family time. After 5 pm. Will need more public trash cans along Main Street		
I do not think this is a good idea at all for downtown Waynesville.		
Events and special occasions - otherwise could get out of hand and unable to police.		
I prefer not to have alcohol in my two retail stores and do not want to have another thing to police. If we do social districts, I would like them to be during special events. Let's keep our town family friendly.		
It sounds like having a social district has already been decided whether we want it or not -the BOA just need to decide what days/hours. There are so many other things that need to be adopted in this little town. Like encouraging building owners to clean up their buildings. Some of these places are an embarrassment. How about trying to bring a farmer's market to Wall Street every weekend? Something that would actually encourage local people to come downtown. I just don't see how allowing people to walk around with a beer is doing anything to encourage actual business for the merchants.		

<p>Not in favor at all. We see enough of people that are loud, rude and obnoxious from too much to drink on Art After Dark nights. We do not wish to see that time expanded. If this is going to happen please consider time limits of no later than 9PM Monday thru Saturday.</p>		
<p>As a God-fearing Christian, I am totally against the idea of having to walk down the street with people who are drinking alcohol. I choose not to go into the establishments where people are drinking alcohol. I will be highly offended if this does go into affect. It is a shame that this question even has been asked. We live in the Bible Belt. It is time for Christians to stand up for what is right!</p>		
<p>Against: 1. City license is another "tax" on small business. Must have to participate, correct? 2. What is liability for Town of Waynesville to enact social district? Liquor liability insurance? 3. Negatively impact businesses who choose not to participate. Down food sales if customer buys drink and leaves. 4. Alcoholic beverages are readily available from many restaurants and we think it encourages/makes it easier to over consume alcohol if you can purchase anywhere and take to the street. 5. Downtown Association work to get a variety of businesses to downtown district which will do more to attract tourists than being able to walk around with a drink in your hand. 6. Foolish decision by elected officials to close businesses and quarantine people is what harmed business and tourism during Covid.</p>		
<p>We are not in favor of the social districts for several reasons: 1. We don't feel this would benefit Main Street as a whole. Restaurants will benefit but will the retailers? If teh retailer doesn't want drinks in their store it puts them in the difficult position of having to exclude that customer that wants to come in with drink in hand. As it is not the customer can have drinks in a restaurant then shop wherever they want with no restriction. 2. Is this the type of message we want to send to visitors with young children or teenagers? Waynesville is considered a quanit destination in the mountains. We need to be careful to maintain that image. 3. Who is going to police this? Will ther be a need for additional police coverage during those hours? 4. Progress is a great thing but it needs to be positive for all concerned- not just a few.</p>		



## North Carolina's Updated Laws on Social Districts

In September 2021, Governor Roy Cooper signed into law House Bill 890 (HB 890) – ABC Omnibus Legislation – which passed both the House and Senate with bi-partisan support. Included in HB 890 was a provision allowing local governments to create social districts in North Carolina. The North Carolina Retail Merchants Association (NCRMA) was the major interest group pushing for the passage of this important legislation to drive foot traffic to downtown businesses and level the playing field for brick-and-mortar businesses with ABC permits. In a little less than a year since the enactment of HB 890, nearly twenty municipalities have successfully created social districts in towns as small as Norwood to cities as big as Greensboro. Numerous other cities are investigating the creation of social districts based on how successful the social districts have become with customers and businesses alike.

The passage of legislation creating social districts also resulted in some legal questions posed to the North Carolina Alcoholic Control Commission, Alcohol Law Enforcement, and local city attorneys.

In June 2022, House Bill 211 (HB 211) – Social District/Common Area Clarifications - passed both the House and Senate with bi-partisan support and was subsequently signed into law by the Governor on July 7, 2022. This legislation provides some much-needed clarity to the original social district legislation and includes more detail on the inter-workings of social districts.

The sections of the North Carolina General Statutes regulating social districts contained in HB 890 were repealed and replaced with a brand-new section of Chapter 18B to regulate social districts. However, any social districts created in 2021 remain in place. The information detailed below provides context on North Carolina's initial law allowing for the creation of social districts and clarifications to this law established via the recent passage of HB 211.

### What is a Social District?

A social district is a defined area in which a person may consume alcoholic beverages sold by an ABC permittee located within the social district. A social district may include both indoor and outdoor areas of businesses within or contiguous to the defined area during the days and hours set by the local government in creating the social district. A social district may include privately owned property, including permittees and non-permittee businesses, and multi-tenant establishments, as well as public streets, crosswalks, or parking areas whether the streets or parking areas are closed to vehicle traffic.

This revised definition clears up any confusion as to whether a social district can cross a public street or road and whether a social district may be created in a privately owned area of a local government jurisdiction, such as a shopping center. It also clarifies that a social district may include both indoor and outdoor areas of businesses within, or contiguous to, the defined area during the days and hours set by the local government. It should be noted that it is the sole decision of a business located within the geographic area of a social district whether to participate in the activities of the social district.

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Information in this publication may not be reproduced or otherwise disseminated by non-NCRMA members without prior consent. Please note that while this document is intended to help you comply with North Carolina law, it is in no way intended to serve as legal advice. Please consult a licensed attorney to address more specific questions that may arise concerning this issue.

## Who Can Designate a Social District?

Neither HB 890 nor HB 211 created a statewide social district, but instead allows cities and counties to “opt-in” to social districts via an ordinance.

- A city may adopt an ordinance designating an area within the municipal limits as a social district under G.S. 160A-205.4.
- A county may adopt an ordinance designating a social district from an area located outside a municipal boundary under G.S. 153A-145.9.
- Once created, a local government may also eliminate a social district by ordinance.
- HB 211 did clarify that a local government may create more than one social district within its jurisdiction.

## What are the Requirements for a City or County to Create a Social District?

- Social districts must be clearly defined, and signage must be posted in conspicuous locations indicating:
  - The geographic area included in the social district.
  - The days and hours during which alcoholic beverages can be consumed in the social district.
  - The telephone number for the ALE Division and Local Law Enforcement with jurisdiction over the social district.
  - A clear statement that an alcoholic beverage purchased for consumption in a social district shall:
    - only be consumed within the social district and
    - be disposed of before the person possessing the alcoholic beverage exits the social district unless the person is reentering the licensed ABC premises where the alcoholic beverage was purchased.
- Social districts are only allowed to operate during hours defined under G.S. 18B-1004:
  - From 7:00 am until 2:00 am Monday – Saturday; and
  - From Noon until 2:00 am on Sunday
    - If the local government has allowed for earlier Sunday Sales, a social district may operate beginning at 10:00 am on Sunday
- A local government creating a social district is required to establish management and maintenance plans for the social district and post these plans, along with a drawing of the boundaries and the applicable days and hours of the social district, on the local government’s website. A social district must be maintained in a manner that protects the health and safety of the general public.
  - Under HB 211, a local government is now authorized to delegate the management and maintenance of the social district to a private entity, such as a downtown development organization, local chamber of commerce or owner of a shopping center.
  - A local government may also establish guidelines in their social district allowing for suspension of regular days and hours of alcohol consumption in all or part of a social district during events requiring special events ABC permits.
- Before a social district can become operational, a local government must submit to the North Carolina Alcoholic Beverage Control (ABC) Commission a detailed map of the social district with the boundaries clearly marked and the days and hours during which alcoholic beverages can be consumed (G.S. 18B-904.1(c)(3)).
  - The ABC Commission has created a specific form for a local government to submit this documentation and can be found here:
    - [NC ABC Commission Social District Registration Link](#)
  - A local government is only required to submit a revised map to the ABC Commission if the local government changes the geographic area of a social district. It should be noted that a local government is not required to identify the businesses or ABC permittees located within the social district or if there is a change in businesses located within the social districts that are participating in the social district.

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- A local government is required to develop or approve uniform signs indicating that a non-permittee business is included in the social district and allows alcoholic beverages on its premises when the social district is active and distribute the signs to non-permittee businesses that are included in the social district.
  - The signs may be in the form of a sticker, placard, or other format as deemed appropriate by the local government.
  - A non-permittee participating in the social district and allowing alcohol on their premises is required to always display the uniform sign during the times when the social district is active.
  - A customer may not bring an alcoholic beverage into a non-permittee business that does not display the uniform sign.
  - A local government may now delegate the designing of signage, cups, and window clings to a private entity such as a downtown development authority, local chamber or property management group with the local government maintaining ultimate decision-making on these items.

### **Who Can Sell Alcohol in a Social District?**

A business holding any of the following ABC permits may sell alcohol to be consumed in a social district:

- 1) An on-premises malt beverage permit issued pursuant to G.S. 18B-1001(1).
- 2) An on-premises unfortified wine permit issued pursuant to G.S. 18B-1001(3).
- 3) An on-premises fortified wine permit issued pursuant to G.S. 18B-1001(5).
- 4) A mixed beverages permit issued pursuant to G.S. 18B-1001(10).
- 5) A distillery permit issued pursuant to G.S. 18B-1001(5).
- 6) A wine shop permittee issued pursuant to G.S. 18B-1001(16).

Special one-time permits: The ABC Commission may issue special one-time permits pursuant to G.S. 18B-1002(a)(2) or (a)(5) for events occurring on premises located partially or entirely within the boundaries of a social district. This was an important clarification to the social district law contained in HB 211 because some local governments questioned whether they could create social district in an area where the local government conducted annual festivals where alcohol was sold.

### **What Additional Rules Do ABC Permittees Have to Follow to Sell Alcohol Within a Social District?**

An ABC permittee must be located in or contiguous to the social district in which it is selling alcohol to be consumed.

The ABC permittee is only allowed to sell and serve alcoholic beverages on its licensed premises. In other words, the ABC permittee cannot sell alcoholic beverages in the street or down the street from its licensed premises just because the ABC permittee is located in, or contiguous to a social district.

Alcoholic beverages that are being sold to be consumed in a social district can only be sold in a container that meets all the following requirements:

- 1) The container clearly identifies the ABC permittee from which the alcoholic beverage was purchased.
- 2) The container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed.
- 3) The container is not made of glass.
- 4) The container displays, in no less than 12-point font, the statement, “Drink Responsibly – Be 21.”
- 5) The container cannot hold more than sixteen fluid ounces.

A local government may now create its social district ordinance so an ABC permittee or non-permittee business may allow a customer to possess and consume on the business's premises alcoholic beverages purchased from any ABC permittee located in or contiguous to the social district.

- This is a major change from HB 890 enacted in 2021 which prohibited a customer who had purchased an alcoholic beverage from one ABC permittee to enter the premises of another ABC permittee located in the social district.

In summary, an ABC permittee in a social district is no longer prohibited from allowing a patron to enter their premises with an alcoholic beverage purchased at a different ABC permittee located within the social district if the local government chooses to write its social district ordinance to allow for this activity.

Another major policy change contained in HB 211 allows ABC permittee and non-permittee businesses in multi-tenant establishments to be included and participate in a social district. This allows for a social district to be created in an area that is privately-owned such as in a mixed-used shopping center which contains residential units as well as businesses that sell or do not sell alcohol.

### **If I am a Business in the Social District, but I Do Not Want Customers Coming into My Store with Alcoholic Beverages, Do I Have to Participate?**

No, any business without an ABC permit located in, or contiguous to, the designated social district has the option to participate, or not, in allowing customers with beverages to enter their premises. For example, Printers' Books may remain open during designated social district hours but decide to post a sign that alcoholic beverages (or any beverages) are not allowed in their store even if they are located inside of the social district.

Likewise, a business with an ABC permit located in, or contiguous to, the social district may decide to participate or not participate in allowing customers to leave their premises with an open container.

HB 211 contained several clarifying changes concerning this question, including:

- A participating non-permittee business is now required to always display the uniform sign during the times when the social district is active as to whether the business allows for patrons to enter their business with alcohol.
- All non-permittee businesses that are part of a social district and allow customers to bring alcoholic beverages onto their premises are required to clearly post signage on any exits that do not open to the social district indicating that alcoholic beverages may not be taken past that point.
  - As example, if a non-ABC permittee has two points of ingress and egress with one point entering and exiting into the social district and one entering and exiting into an area not in the defined social district the business would have to post signage warning their customers not to exit the business with alcohol into the area not contained in the social district. This is to prevent a patron from unknowingly possessing an open container of alcohol outside of the social district.
- During the days and hours when the social district is active, a non-permittee business that allows customers to bring alcoholic beverages onto its premises is required to allow law enforcement officers access to the areas of the premises accessible by customers.
- In a major policy change from HB 890, HB 211 allows an ABC permittee or a non-permittee to possess and consume on the business' premises alcoholic beverages purchased from any permittee located in the social district. HB 890 previously prohibited a local government from creating a social district that allowed an ABC permittee to allow a customer to bring an alcoholic beverage from a different ABC permittee onto their premises. G.S. 18B-300.1(f) allows an ABC permittee to allow a person to bring an alcoholic beverage purchased at a different ABC permittee onto their premises. Again, while this activity is allowed, the decision on whether to allow for this activity within a social district is up to the local government and how the local government determines to write their ordinance creating a social district.

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## **What Requirements Do Customers Have to Follow Within a Social District?**

A person can only possess and consume alcoholic beverages purchased from an ABC permittee located in, or contiguous to, the social district. A person cannot bring their own personal beer or wine into the social district for consumption.

A person, including a customer who is in possession of an open container of an alcoholic beverage, may possess alcoholic beverages in closed containers in a social district to the extent allowed by law (ex: a person can buy a beer to drink in the required social district cup and take a four-pack to consume at home from a bottle shop).

Any alcoholic beverages consumed in the social district must be consumed from the required container described above. In other words, a person cannot pour their wine or beer into a personal solo cup or any type of container other than the one meeting all the requirements for social districts.

Alcoholic beverages shall only be possessed and consumed in the social district during the days and hours set by the city or county. If a city designates an area as a social district from 9:00 pm until midnight on Friday and Saturday, a person cannot consume alcohol in the social district at 9:00 pm on Wednesday.

The sale and delivery of alcohol in a social district is subject to the same limitations for sales and deliveries of alcohol in North Carolina:

- No more than two malt beverages or wine drinks at one time to a single patron
- No more than one mixed beverage or spiritous liquor drink at one time to a single patron

A person is required to dispose of any alcoholic beverage in the person's possession prior to exiting the social district. In other words, if a person is leaving the social district area, they must pour out or throw away their alcohol.

## **Can Common Area Entertainment (CAE) Permits and Social Districts Co-Exist?**

In 2019, prior to the enactment of social district authorizing legislation, the General Assembly passed SB 290 – ABC Regulatory Reform Bill – that created a Common Area Entertainment (CAE) Permit. While individual tenants in multi-tenant establishments, like food halls, were already allowed to serve alcohol within their defined premises – the multi-tenant establishment did not have its own permit to allow customers to flow within the “common area” itself.

This new CAE permit allowed the property owner or property owner's association of a “multi-tenant establishment” with two or more alcohol-permitted businesses to have a designated consumption area on the property where individuals could purchase alcohol at establishments and take the open containers of this alcohol (including beer, wine, and spirituous liquor) in specially-designated cups off the designated premises of those businesses into a designated consumption area, or back onto the premises of a business, with permission of the business owner.

Fast-forward to the 2021 legislative session, when the legislature passed HB 890 authorizing local governments to pass ordinances to designate social districts whereby customers of businesses located contiguous to the social district could take open containers of alcohol (including beer, wine, and spirituous liquor) in specially-designated cups off the premises of an ABC permitted establishment and into any areas designated as part of the social district.

During the 2022 legislative session, HB 211 included clarifying provisions to answer questions that arose on the interaction of CAE permits and social districts such as:

- Could CAEs be issued to mixed-use developments that had private streets open to vehicular traffic?
- Can local governments pass ordinances designating social districts in mixed-use developments and/or privately-owned property?
- Can a social district and a special event permit work in tandem?

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HB 211 makes the following clarifications to the existing CAE and social district laws to address those questions:

- A mixed-use development may obtain a CAE that encompasses the development, including privately owned streets, sidewalks, and courtyards and does not have to restrict or close these areas through the delineation of vertical boundaries.
- A city or county may pass a social district ordinance that encompasses a mixed-use development and/or private property and may delegate management of that social district to the property owner or property owner's association.
- Various types of special event permits may act in conjunction with social districts, and cities/counties have flexibility to implement this process. For example, street festivals in a downtown area can operate in conjunction with a social district.
- Property owners and cities/counties have flexibility to implement management and maintenance plans, which include limiting hours of consumption, creating signage, and providing security.

The CAE permit will continue to be issued to the owner or property owners' association of a multi-tenant establishment, but a common area would be defined as "an indoor or outdoor portion of a multi-tenant establishment that is open to the public" and the permit holder can designate common areas to be "designated consumption areas" where consumption of alcoholic beverages is allowed.

The designated consumption area may include:

- Any indoor or outdoor area of a permittee business that is contiguous to a designated common area or
- Any indoor or outdoor area of a non-permittee business that is contiguous to the designated common area and that chooses to allow customers to bring open containers of alcoholic beverages onto its premises.

Additional requirements and clarifications involving a CAE Permit:

- A permittee can be included in the designated consumption area even if it chooses to exclude open containers of alcoholic beverages purchased from other permittees.
- Non-permittee businesses are not responsible for enforcing the alcohol laws but must allow law enforcement officers access to the areas of the premises accessible by customers.
- The designated consumption areas must be submitted to and approved by the ABC Commission and be marked in a way that clearly indicates to customers where the boundaries of the designated consumption area are located.
- Open containers sold by a permittee for consumption in a designated consumption area must be in a container meeting several criteria, and the possession of closed containers would be allowed to the extent otherwise allowed by law.

# North Carolina Social District Case Studies

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Here's how a few other Main Street cities are operating social districts:

## SYLVA (Bernadette Peters)-

Retail outfitter orders reusable aluminum souvenir cups in bulk with just the social district logo, selling sleeves of them to participating permit holders for \$8- they in turn sell them to customers for \$10 in order to reduce waste, encourage re-use, deter neighboring college students from participating in the social district. Permit holders are responsible for their own 1"x 1x" stickers. Permit holders starting to buy their own cups. Town purchased 48 hybrid thermal coffee/social district cups branded with the logo and the 25<sup>th</sup> Greening Up the Mtns festival logo- paid \$15 and sold them for \$25.

District boundary signs and ground decals, social district logo design, merchant signage for \$3,500. Ground decals are replaced yearly.

## NEWTON (Mary Yount)-

Since January 2022. City provided boundary signs and window clings for participants who register and add their info to the city website. The Town's public info office created a district logo and the specific registered business logo. Logo was provided for businesses to print their own labels on white 2" x 4" letter labels. Each business can use a cup per state guidelines. Most local restaurants and breweries have received donated cups from vendors/distributors I.E. Miller. Currently the labels are being placed over to the side of the beer logo. Some are using red solo cups. As of May 10, no additional costs incurred and no complaining. PD will not allow labels added to cans.

## MOORESVILLE (Kim Atkins)-

The MDC (non-profit) paid for boundary signage, window clings to say if participating or not, a printed do's and don'ts and a web page.

Participating businesses are paying for cups- some purchased cups printed with social district logo (provided by the town) so one side of the cup is SD logo and one side is business logo. Some businesses are purchasing stickers to place on their own cups. Only stipulation is that they use clear cups and clear stickers so that they all look the same.

## PILOT MOUNTAIN (Jenny Kindy)-

Adopted the Downtown Social District in Aug 2022, developed the district logo and signage with Canva.

The Town has paid for:

- Street signage – 8 street signs (the signs of handicap parking upright rights aluminum) \$40 each
- A-frame Boards & Custom Signs to be placed out for events (boards were about \$100 each, signs were \$30 each)
- ground stencils – (these did not work the way I wanted them to and so I ended up not using them) \$20 each
- About \$30-40 each for 8 anti-slip ground decals for the boundary
- Window decals for the businesses (participating, not participating, sold here) - \$.25 each I ordered extras for these so I could have on hand
- an order of imprinted cups - 100 16 oz clear cups aug 2022– in my opinion it was expensive for what it was it came out to about \$175
- an order of stickers – 1,000 stickers 3 inch diameter (circle logo) – they were \$.33 each and ordered them in Dec 2022. Stickers had the social district logo & the required 12pt font “must be 21- drink responsibly” – **we then recommended that the businesses get stickers of their logo for their cups & for them to provide the cups within the legal requirements**

# North Carolina Social District Case Studies

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- a note about the stickers- I did individual cut stickers- my businesses asked for them to be in roll or sheet form next time to make it easier to peel and stick – that should also reduce the cost of the stickers

Since that order we have added two more businesses to our “sold here” list and have just ran out of the 1000 this past weekend (because it is now event season!)

We moved our signs and had the district extended to include those businesses

- an order of stickers - 4000 at \$.22 each ordered May 2023

If I order stickers again I will likely use PrintRunner.com they can do stickers on that quantity for about \$.14 each

We still need to order new vinyl decals to go over the aluminum parking signs because we have changed the days and times of the district.

We also want to print table cards with a QR Code linking back to the town website.

## **STATESVILLE (Brittany Marlow)-**

Downtown Statesville Development Corporation provided the first 1,000 stickers to each of the ABC permitted businesses that opted in. After the first 1,000 stickers- cost is on them. Stickers designed by local print shop. Each business gets the same standard sticker (“The Ville”) with their own logo inserted. Sticker orders are run through the print shop (same sticker, customized with name of respective businesses).

Decided to go with stickers so that businesses could choose their own container, within parameters of state law (under 16 oz. and not glass). This allowed businesses who sell beer in cans to put the sticker on the can or to pour into a smaller plastic cup for wine or cocktails. It also gives more flexibility in them budgeting what quality of cups they want to use.

## **MOUNT AIRY (Lizzie Morrison)-**

Main St program does not provide cups. One brewery invested in reusable plastic cups and ask patrons to return the cups to the bar at the end of the night. Not all do, but it helps with their sustainable brand and with the cost of the cups. Philosophy of MAD board is not to invest in the cups themselves, but to invest in the district with capital improvements and programming. This looked like advocating for a streetscape project, paying for added amenities like murals, sculptures, sitting walls, landscaping, furniture, etc. and programming the district with cultural events, artists, food trucks, live music, etc.

## **WASHINGTON (Meg Howdy)-**

Participants buy their own cups. Currently, using souvenir cups that can be recycled. Downtown alliance paid for signs and business stickers. Spent almost \$2,000 to get started, included logo creation. Has requested donations from participating businesses but has not received any.

## Social District Info. for the Town of Sylva

### Permit Holders Participating On Day 1

- Innovation Brewing
- Balsam Falls Brewing
- The Paper Mill Lounge
- City Lights Café
- White Moon/Dark Moon
- Nantahala Brewing (maybe)
- Lazy Hiker

### RULES FOR PERMIT-HOLDERS

1. **Serve only within the DISTRICT HOURS for outside consumption.** For the test period, they are Friday & Saturday, 8am-9pm, Sundays, 1pm-9pm.

***Participating permit-holders can also decide to NOT serve for consumption within the district on certain days/times for any reason. The decision is up to the business.***

2. **Serve in a Sylva Social District Souvenir Cup** that permit-holders sell to the patron for \$10, or that a patron provides that he/she has already purchased. This will be a 16 oz. aluminum cup with the required verbiage printed on it.

*(For festivals – Greening Up the Mountains – they may use a disposable plastic cup if the patron does not want to purchase a souvenir cup – just make sure it has the social district sticker on it at the bottom and your sticker on it near the top)*

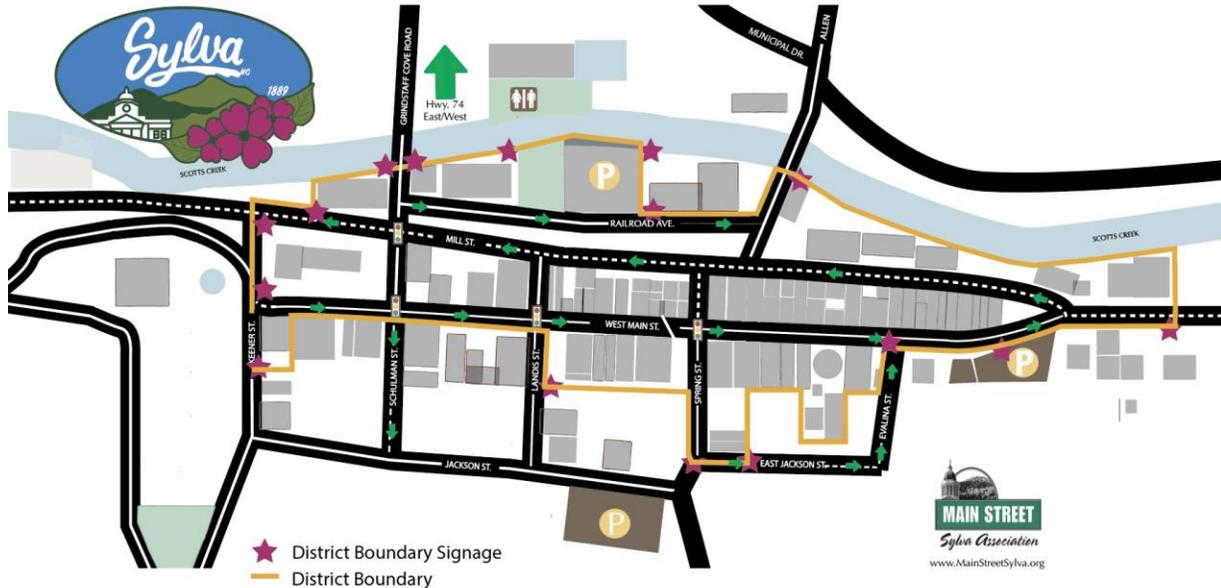
3. **Permit-holders must Afix 1” business sticker** near the top of the cup before filling.

4. **Social District Rules:**

- a. No one may enter a permit-holder establishment with an alcoholic beverage unless it is purchased from their establishment.
- b. Patrons may walk within the district boundaries with their beverage. They may ONLY enter retail establishments that allow Social District beverages.
- c. The district runs along Scott’s Creek at Bridge Park, and from Nantahala Brewing to Innovation Brewing.
- d. All info. can be found at [www.MainStreetSylva.org/socialdistrict](http://www.MainStreetSylva.org/socialdistrict)
- e. All other ABC/ALE rules still apply.



## SOCIAL DISTRICT FOR THE TOWN OF SYLVA



**North Carolina HB890 Rules:** ABC permitted establishments must ensure they meet all legal requirements for carding and limiting consumption of alcoholic beverages. The establishment can only serve two beers/wine drinks, or one liquor drink, to one patron at a time. Alcoholic beverages that are sold for consumption in the District may only be sold in a container that meets all the following requirements:

- The container clearly identifies the ABC permittee from which the alcoholic beverage was purchased.
- The container clearly displays the Sylva Social District logo.
- The container is not made of glass.
- The container displays, in no less than 12-point font, the statement, "Drink Responsibly – Be 21."
- The container cannot hold more than 16 fluid ounces.

**Background:** House Bill 890 was passed by the NC House and Senate on Wednesday, September 8, 2021 and signed by the Governor on September 10. Included in House Bill 890 is a provision that allows the creation of social districts in North Carolina. The North Carolina Retail Merchants Association was the major interest group pushing for the passage of this legislation to drive foot traffic to downtown businesses and level the playing field for brick-and-mortar businesses without ABC permits.

### What is a Social District?

A defined outdoor area in which a person may consume alcoholic beverages sold by an ABC permittee.

### Who Can Designate a Social District?

House Bill 890 did not create a statewide social district, but instead allows cities and counties to “opt-in” to social districts via an ordinance. A city may adopt an ordinance designating an area within the municipal limits as a social district under G.S. 160A-205.4.

## **What are the requirements for a City to Create a Social District?**

1. Social districts must be clearly defined and post **signage** in conspicuous locations indicating:
  - a. The area included in the social district
  - b. The days and hours during which alcoholic beverages can be consumed in the social district and
  - c. The telephone number for the ALE division and local law enforcement jurisdiction over the social district.
  - d. A clear statement that an alcoholic beverage purchased for consumption in a social district shall:
    - i. Only be consumed within the social district and
    - ii. Be disposed of before the person possessing the alcoholic beverage exits the social districts, unless the person is reentering the licensed ABC premises where the alcoholic beverage was purchases (G.S. 18B-904.1(c)(1)).
2. Social districts are only allowed to operate during the hours defined under G.S. 18B-1004: from 7am until 2 am Monday-Saturday and 10am-2am on Sundays because the Town of Sylva has allowed for earlier Sunday Sales. (G.S. 18B-904.1(c)(1)).
3. A city designating a social district is required to establish management and maintenance plans for the social district and post these plans along with a drawing of the boundaries and the applicable days and hours of the social district on the city's website. A social district must be maintained in a manner that protects the health and safety of the general public. (G.S. 18B-904.1(c)(2)).
4. Before a social district can become operational, a city must submit to the North Carolina ABC a detailed map of the social district with the boundaries clearly marked and the days and hours during which alcoholic beverages can be consumed. (G.S. 18B-904.1(c)(3)).

## **Who Can Sell Alcohol in a Social District?**

Under G.S. 18B-904.1(a)(1), a business holding any of the following ABC Permits may sell alcohol to be consumed in a social district:

1. An on-premises malt beverage permit issued pursuant to G.S. 18B-1001(1)
2. An on-premises unfortified wine permit issued pursuant to G.S. 18B-1001(3)
3. An on-premises fortified wine permit issued pursuant to G.S. 18B-1001(5)
4. A mixed beverages permit issued pursuant to G.S. 18B-1001(10)
5. A distillery permit issued pursuant to G.S. 18B-1100(5)

## **What additional rules do ABC permittees have to follow to sell alcohol within a social district? (G.S. 18B-904.1(d))**

First, an ABC permittee must be located in or contiguous to the social district in which it is selling alcohol to be consumed.

Secondly, the ABC Permittee is only allowed to sell and serve alcoholic beverages ON its licensed premises. In other words, the ABC Permittee cannot sell alcoholic beverages in the street or down the street from its licensed premises just because they are located in, or are contiguous to the social district.

Third, alcoholic beverages that are being sold to be consumed in a social district can only be sold in a container that meets the following requirements:

1. The container clearly identifies the ABC permittee from which the alcoholic beverage was purchased.
2. The container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed.
3. The container is NOT made of glass.
4. The container displays, in no less that 12-point font, the statement “Drink Responsibly – Be 21.”
5. The container cannot hold more than 16 fluid ounces.

Finally, the ABC permittee must prohibit a person from entering or reentering its licensed premises with an alcoholic beverage not sold by the ABC permittee as is the current law. A an example XYZ restaurant sells John Smith a cup of wine. John Smith cannot reenter XYZ Restaurant with a cup of beer he bought at Acme Brewing located within the same social district. John Smith also cannot enter XYZ restaurant for the first time with the cup of beer John Smith bough at Acme Brewing. They can, however, re-enter the same location where they purchased the alcohol that they are still consuming.

#### **Businesses Who Wish to Opt Out.**

- Signage will indicate that retail customers can not enter with alcohol (or food & drink if that is the policy).
- Signage can indicate that a bar or restaurant customer may not remove alcohol from the facility.

#### **Customer Requirements:**

First, a person can only possess and consume alcoholic beverages purchased from an ABC permittee located in or contiguous to the social district on a designated social district container.

Second, any alcoholic beverages consumed in the social district must be consumed from the required social district container. In other words, a person cannot pour their wine, beer or liquor into a solo cup or any type of container other than the one meeting all the requirements for social districts.

Third, alcoholic beverages shall only be possessed and consumer IN the social district during the days and hours set by the city.

The sale and delivery of alcohol in a social district is subject to the same limitations for sales and deliveries of alcohol in North Carolina:

- No more than two malt beverage or wine drinks at one time to a single patron
- No more than one mixed beverage or spiritous liquor drink at one time to a single patron

Finally, a person is required to dispose of any alcoholic beverage in the person’s possession prior to exiting the social district unless the person is reentering the licensed ABC premises where the alcoholic beverage was purchased. In other words, if a person is leaving the social district area, they must pour out or throw away their alcohol. They also cannot take it with them into any other business that sells alcohol or has opted out of the social district. They may ONLY take their alcoholic drink into the establishment where they bought it or a participating business that does not sell alcohol.

## **Sylva Social District Background:**

The structure for the proposed Social District in Downtown Sylva was based on input from the following:

### **Research**

- A live webinar in which 3 Town Managers discussed their experiences with their Social Districts: Mobile, AL, Huntsville, AL and Grand Rapids, MI.
- A Visit to the first and only social district town in Kannapolis, NC - [https://library.municode.com/nc/kannapolis/codes/code\\_of\\_ordinances?nodeId=PTIICO\\_CH12PARE\\_ARTVSODI\\_S12-72SODI](https://library.municode.com/nc/kannapolis/codes/code_of_ordinances?nodeId=PTIICO_CH12PARE_ARTVSODI_S12-72SODI) - (Greensboro just passed one, but has not yet implemented it)
- A Visit to Fayetteville AR (college town) and Bentonville AR Social Districts.
- Discussions with Permit Holders and Non-Permit Holders within the district, as well as downtown residents.
- Discussion with the Chief and Assistant Chief of Police to hear their concerns.
- Conversation with the ABC legal team in Raleigh about liability scenarios.
- A Law Enforcement Meeting with a local ALE agent, Sylva Police, Nicole Dexter (Innovation Brewing), Eric Ridenour (Town Attorney), and Paige Dowling (Town Manager) to discuss liability scenarios.
- 8 Hours of Merchant Input Meetings
- A Task Force of Community Members to Craft the Plan Details

### **Social District Background Research – Webinar**

**Selling Points:** Great for economic development, especially during a pandemic to encourage shoppers and diners to move around outside and patronize retailers. So many festivals did not happen – losses are still significant for businesses. In other towns, it has proven to increase business traffic and property occupancy rates.

**Signage Requirements:** Where the district boundaries are, hours of the social district and who to call for help.

**Cups:** - must be non-glass and branded with the permittee who is selling, and required verbiage. It can be a sticker from the town's district, plus a sticker from the permittee.

### **Social District Specifics:**

- Opt-In or Opt-Out for both alcohol sales permit holders and those who don't. All other laws for permittees will still be in place.
- Social districts CAN include NCDOT roads with proper signage.
- The town will need to pass an ordinance.
- The town can define the hours and days of the week
- The town should be comfortable with maintaining and policing the district
- The town will need to submit a plan to ABC for filing, but not for approval

### **Events:**

- A patron could not take a drink into a festival that has an alcohol permit, just like they couldn't take it into another permittee's business. However, you could allow festival participants to take purchased alcohol outside of the event venue following the same social district rules. This encourages festival participants to walk around town and patronize retailers. For Bridge Park,

alcohol purchased from a district seller could be taken into the park provided, there is not an alcohol selling festival going on. If there is (Hook, Line & Drinker, Greening Up the Mountains, etc.), alcohol sold there can be taken OUT of the park within the district.

- We got around this by making a baby beer jail at Bridge Park that they would enter to purchase and exit to be in the festival.

**Enforcement:**

- No big issues with any of the towns who have it. Most exempted parking lots and decks to discourage people from refilling their cups.

## Example Towns with Social Districts

**Kannapolis, NC**- active since October 2021

<https://www.kannapolisnc.gov/Community/News/ID/1916/Kannapolis-Designates-Social-District>

- Bern personally visited the district and spoke with some merchants
- First and only to pass Social District in NC since the state passed the bill
- West Avenue District near ballfield in old mill community
- Economic Development impact: increased building occupancy and visitor traffic
- Mon-Sat 10am-12 midnight, Sundays 12 pm-midnight
- Did not see many boundary signs
- Relies heavily on permit holders to adhere to their permit requirements with signage and permit enforcement. Patios have “No Glass Beyond this Point” signs, and “No Outside Alcohol” signs on the doors. The flagship brewery has a sandwich board sign with info. and a photo of the district boundaries.
- Assuming all the retailers have opted in since there were no signs that indicate “No Alcohol” or “No Food or Drink” – entered two retailers and asked if we could bring in alcohol and they said yes.
- Town provides a district sticker to permit-holders. Permit-holders must provide the appropriate cup and branded sticker for their business.
- Ordinance -

[https://library.municode.com/nc/kannapolis/codes/code\\_of\\_ordinances?nodeId=PTIICO\\_CH12PARE\\_ARTVSO DI](https://library.municode.com/nc/kannapolis/codes/code_of_ordinances?nodeId=PTIICO_CH12PARE_ARTVSO DI)



Brewery Patio



Brewery Patio/District



Permit Holder



Inside Brewery



District Boundary Signage



Non-Permit Holder Location.



Outdoors in District Boundary

### **Huntsville AL** – active since 2013

<https://www.huntsvilleal.gov/development/building-construction/planning/zoning/arts-entertainment-districts/>

- 5 districts connected via greenways and paths
- Removed government buildings and parking garages from the district maps
- Started Thursday-Saturday evenings, tested the effectiveness and tracked issues
  - o Then 12-11pm Th-Sun
  - o Then 12-11pm 7 days a week
- They have stenciled painted signs on the sidewalks rather than signs. This enabled them to be more flexible with the district and not clutter up the streets with more signage.
- They changed their boundaries more than 40 times to include new businesses
- Businesses buy the purple plastic cups, but the town subsidizes cups for events. The town also used the cup as a marketing strategy and has named events with purple cup in them.
- Ordinance -  
[https://library.municode.com/al/huntsville/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH3ALBE\\_ARTIUNACOF\\_S3-28PRENDI](https://library.municode.com/al/huntsville/codes/code_of_ordinances?nodeId=COOR_CH3ALBE_ARTIUNACOF_S3-28PRENDI)

### **Mobile, AL** – active since 2013

<https://www.al.com/news/mobile/2019/05/more-room-to-roam-with-drinks-as-mobile-expands-entertainment-districts.html>

- Mobile has no closing hours for sales of alcohol, however, they also took a conservative approach to the social district. They did a trial period and re-evaluated it before doing it permanently.
- They go from 12 noon – midnight and have an enhanced penalty for underage drinking.
- Businesses buy paper cups from the town at cost. They do this so it wouldn't conflict with their environmental initiatives, and deter people from refilling them with their own alcohol since they are not as durable.
- Parks are not included in the district.
- Ordinance -  
[https://library.municode.com/al/mobile/codes/code\\_of\\_ordinances?nodeId=CICO\\_CH30INLI\\_ARTIIN GE\\_S30-13ENDI](https://library.municode.com/al/mobile/codes/code_of_ordinances?nodeId=CICO_CH30INLI_ARTIIN GE_S30-13ENDI)

### **Grand Rapids, MI** – active since August 2020

<https://www.experiencegr.com/things-to-do/refreshment-areas/>

<https://www.grandrapidsmi.gov/Government/Departments/Development-Center/Outdoor-Space-Activation-and-Social-Zones>

- Largest social district in the state – 870 acres, 100-150 blocks (all of their downtown)
- Started with 3 districts but consolidated for ease of connectedness and policing.
- They launched it August 2020 quickly and it helped small businesses do well.
- They use large sidewalk stickers and signs, but there is nothing appealing behind the border of their district anyway so people tend to stay in it.
- 7am-10pm M-Th, 7am-Midnight on Weekends



# HOUSE BILL 890: ABC Omnibus Legislation.

2021-2022 General Assembly

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<b>Committee:</b>		<b>Date:</b>	February 23, 2022
<b>Introduced by:</b>		<b>Prepared by:</b>	Chris Saunders Staff Attorney
<b>Analysis of:</b>	S.L. 2021-150		

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**OVERVIEW:** *House Bill 890 makes several changes to the laws concerning ABC stores, distilleries, and other alcohol-related statutes, with varying effective dates, as explained in the full summary.*

## BILL ANALYSIS AND EFFECTIVE DATES:

### PART I. ALLOW ONLINE ORDERS FROM ABC STORES

**Part 1** of S.L. 2021-150 allows ABC stores to accept online orders, including payment, for alcoholic beverages sold in the store. These orders must be picked up in person at the ABC store by the individual who placed the order, who must be a individual who is at least 21 years old and otherwise lawfully entitled to purchase alcoholic beverages. An employee of the ABC store must confirm that the order is picked up in person by the individual who placed the order by verifying that the individual's identification matches identifying information in the online order.

This section also directs the ABC Commission to adopt rules to determine how long the product will be set aside without being picked up before the product is returned to inventory and the customer refunded.

This Part became effective October 1, 2021, and applies to sales on or after that date.

### PART II. ALLOW PERSONALIZED LABEL ON SPIRITUOUS LIQUOR PURCHASE

**Part 2** of S.L. 2021-150 allows bottles of spirituous liquor on the special item list approved by the ABC Commission (Commission) sold at an ABC store, or bottles of spirituous liquor sold at a distillery, to be affixed with personalized labeling that is approved by the ABC Commission and complies with any other labeling requirements set by law. The personalized labeling may not cover any portion of the manufacturer's original label. "Personalized labeling" means the inclusion of the name of the purchaser on the label.

Cooperative advertising, meaning a joint effort between a retailer and an industry member to advertise alcoholic beverages, the retailer's business, or any promotion or event, is prohibited by 14B NCAC 15B .1005. Other prohibited statements on spirituous liquor labeling are provided at 14B NCAC 15B .1003.

This section became effective October 1, 2021, and applies to spirituous liquor sold on or after that date.

### PART III. MIXED BEVERAGE PERMIT FOR CERTAIN EVENT CENTERS

**Part 3** of S.L. 2021-150 allows mixed beverage and mixed beverage catering permits to be issued, without approval at an election, to qualified eating, hotel, and restaurant establishments if all the following requirements are met:

Jeffrey Hudson  
Director



Legislative Analysis  
Division  
919-733-2578

# House Bill 890

Page 2

- The establishment is located in a county that has more than two man-made lakes.
- The establishment is located in a county that has approved the sale of malt beverages and unfortified wine, but not mixed beverages.
- The establishment is open to the public and includes on its premises a hotel with accommodations for 20 or more overnight guests, agritourism activities, and firearm sports.

This Part became effective September 10, 2021.

## **PART IV. ELIMINATE THE REQUIREMENT ON THE TOWN OF CARY TO ISSUE ALCOHOLIC BEVERAGE LICENSES**

Article 2C of Chapter 105 requires all ABC permittees to obtain the corresponding local license for the type of permit held in the location where the establishment is located. Unless specifically provided otherwise, both cities and counties must issue local licenses to ABC permittees.

**Part 4** of S.L. 2021-150 allows the Town of Cary to choose to not require ABC permittees to obtain a local license from the Town of Cary.

This Part became effective October 1, 2021.

## **PART V. ESTABLISH NORTH CAROLINA SPIRITUOUS LIQUOR COUNCIL**

**Part 5** of S.L. 2021-150 directs the Commissioner of Agriculture to appoint a North Carolina Spirituous Liquor Advisory Council (Council), comprised of individuals who have education or experience in the spirituous liquor industry or in the field of tourism. The Council is directed to, among other duties: identify and implement methods for improving North Carolina's rank as a spirituous liquor producing State, assure orderly growth and development of North Carolina's spirituous liquor industry, and increase public awareness of the quality of North Carolina spirituous liquor. The Council also advises the Commissioner of Agriculture and provides recommendations regarding its powers and duties.

This Part became effective October 1, 2021.

## **PART VI. WINERY AND DISTILLERY LAW REVISIONS**

**Section 6.1** of S.L. 2021-150 clarifies that the sale of spirituous liquor in closed containers at distilleries may occur between the hours of 9:00 A.M. and 9:00 P.M. on Monday through Saturday of each week, from 12:00 Noon to 9:00 P.M. on Sundays, and from 9:00 A.M. to 9:00 P.M. on each of the following holidays that do not fall on a Sunday: New Year's Day, Fourth of July, Labor Day, and Thanksgiving Day.

This section became effective October 1, 2021, applies to sales on or after that date.

**Section 6.2** establishes an optional nonresident spirituous liquor vendor permit with a one-time fee of \$100. This permit may be issued to a distiller, a brokerage, or a liquor importer/bottler outside North Carolina who desires to sell, deliver, and ship spirituous liquor into this State. A nonresident spirituous liquor vendor permit allows the holder to sell, deliver, and ship spirituous liquor to the State warehouse. The permit also allows the holder to ship or deliver spirituous liquor to the permittee's permitted vendor representative in an amount necessary for any consumer tasting events scheduled within one calendar month of the shipment or delivery.

# House Bill 890

Page 3

This section also makes changes to the limitations on spirituous liquor tasting events conducted under a spirituous liquor special event permit, and allows the sale of mixed beverages and provision of 50 milliliter mini-bottles of spirituous liquor in conjunction with certain tasting events. Only one mini-bottle per consumer per distillery may be provided at a consumer tasting event.

This section became effective December 9, 2021.

**Section 6.3** adds distilleries and wineries to the list of establishments exempt from the sanitation rules applicable to establishments that prepare or serve food or drink to the public. Under previously existing law, breweries, private bars, and private clubs are exempt from the sanitation rules applicable to establishments that prepare or serve food or drink to the public.

This section became effective October 1, 2021.

**Section 6.4** makes a technical change.

This section became effective September 10, 2021.

## **PART VII. EXPAND ALLOWABLE GROWLER SIZE**

**Part 7** of S.L. 2021-150 directs the ABC Commission to adopt a rule changing the maximum allowable size of a growler from two liters to four liters. The Commission is also directed to implement the rule in this way until the new rule becomes effective.

This Part became effective September 10, 2021.

## **PART VIII. DISTILLERIES/AMEND TOUR REQUIREMENT FOR SALE OF BOTTLE OF SPIRITUOUS LIQUOR FOR OFF-PREMISES CONSUMPTION**

**Part 8** of S.L. 2021-150 provides that with respect to a distillery tour preceding the sale of spirituous liquor distilled or produced at the distillery, the length, content, and other parameters of the tour are the discretion of the distillery. This section also provides that a distillery is not required to maintain records related to tours.

This Part became effective October 1, 2021, and applies to sales made on or after that date.

## **PART IX. CLARIFY LAW ON THE SALE, POSSESSION, AND CONSUMPTION OF SPIRITUOUS LIQUOR AT A DISTILLERY**

**Section 9.1** allows distillery permittees to possess spirituous liquor not distilled or produced at the distillery to be used for the production of spirituous liquor, and makes a conforming change.

This section became effective October 1, 2021, and applies to spirituous liquor possessed on or after that date.

**Section 9.2** clarifies that consumer tastings authorized under a spirituous liquor special event permit may be conducted on any part of the licensed premises of the distillery.

This section became effective October 1, 2021, and applies to consumer tastings held on or after that date.

**Section 9.3** provides that except as otherwise prohibited by federal law or the distillery permittee, an alcoholic beverage authorized to be sold or consumed by a distillery permit may be sold or consumed on any part of the licensed premises of the distillery.

# House Bill 890

Page 4

This section became effective October 1, 2021, and applies to the sale and consumption of alcoholic beverages on or after that date.

## **PART X. ALLOW ABC AGE VERIFICATION WITH SPECIAL IDENTIFICATION CARDS FROM OTHER STATES.**

Under prior law, only the following forms of identification were allowed by statute as acceptable for purposes of determining the age of a person consuming or possessing alcoholic beverages on a licensed premises:

- Driver's license.
- Special identification card issued by the North Carolina Division of Motor Vehicles.
- Military identification card.
- Passport.

**Part 10** allows special identification cards issued by any state to be used for purposes of age verification. This Part became effective December 1, 2021, and applies to offenses committed on or after that date.

## **PART XI. ALLOW SALE AND DELIVERY OF MORE THAN ONE ALCOHOLIC BEVERAGE DRINK AT COLLEGE OR UNIVERSITY STADIUM, ATHLETIC FACILITY, ARENA, OR SPORTING EVENT**

Under prior law, an ABC permittee could deliver two alcoholic beverage drinks to a single patron at one time if the drinks are malt beverages, unfortified wine, or fortified wine. However, this was not allowed at a stadium, athletic facility, or arena on the campus or property of a public college or university or during a sports event sponsored by a public college or university.

**Part 11** of S.L. 2021-150 repeals the prohibition on delivering two drinks at a time to a patron at a stadium, athletic facility, or arena on the campus or property of a public college or university or during a sports event sponsored by a public college or university.

This Part became effective September 10, 2021, and applies to the sale and delivery of alcoholic beverages on or after that date.

## **PART XII. TIME OF SALE TECHNICAL CORRECTION**

**Part 12** of S.L. 2021-150 clarifies that mixed beverage sales conducted at a distillery under the distillery permit are limited to the same hours of sale restrictions applicable to other permittees.

This Part became effective September 10, 2021.

## **PART XIII. MIXED BEVERAGE ELECTION AMENDMENT**

**Part 13** of S.L. 2021-150 amends the mixed beverage election statute to provide that if a jurisdiction has voted to allow the sale of mixed beverages, then qualifying establishments in the jurisdiction may also obtain on-premises malt beverage and on-premises unfortified wine permits. This applies to jurisdictions that have previously voted to approve mixed beverage sales, unless the governing body of that jurisdiction

# House Bill 890

Page 5

adopted a resolution no later than February 7, 2022 requesting an election be held on the questions of on-premises sales of malt beverages and unfortified wine.

This Part became effective December 9, 2021.

## **PART XIV. AMEND THE REQUIREMENTS THAT MUST BE MET BEFORE CERTAIN SMALL TOWNS MAY HOLD A MIXED BEVERAGE ELECTION**

Under prior law, a town or city with fewer than 500 registered voters could hold a mixed beverage election only if all of the following criteria are met:

- The city has at least 200 registered voters.
- The city is located in a county bordering the Neuse River and Pamlico Sound that has not approved the sale of mixed beverages.
- The city is located in a county that has only one city that has approved the sale of mixed beverages.

**Part 14** of S.L. 2021-150 authorizes a small town to hold a mixed beverage election if all the following criteria are met:

- The town has at least 200 registered voters.
- The town has a total area of less than one square mile.
- The town operates an ABC store.
- The town is located in a county that has at least three cities that have approved the sale of mixed beverages.

## **PART XV. ALLOW ABC STORES TO SELL REFRIGERATED BEVERAGES**

**Part 15** of S.L. 2021-150 explicitly allows ABC stores to sell alcoholic beverages authorized for sale in the ABC store in a refrigerated unit.

This Part became effective October 1, 2021, and applies to sales on or after that date.

## **PART XVI. ALTERNATING BREWERY PROPRIETORSHIP CLARIFICATION**

Prior existing law allowed alternating brewery proprietorships only in which the holder of a brewery permit leased or otherwise made available its facility to another holder of a brewery permit.

**Part 16** of S.L. 2021-150 clarifies that an alternating brewery proprietorship is allowed if the host brewery also holds, at the same facility, an unfortified winery, fortified winery, or distillery permit.

## **PART XVII. CLARIFY RESTAURANT DEFINITION**

Under prior existing law, for purposes of qualifying for certain ABC permits, a restaurant is defined in relevant part as "An establishment substantially engaged in the business of preparing and serving meals. To qualify as a restaurant, an establishment's gross receipts from food and nonalcoholic beverages shall be not less than thirty percent (30%) of the total gross receipts from food, nonalcoholic beverages, and alcoholic beverages."

# House Bill 890

Page 6

Executive Order 183 allowed delivery and to-go sales of mixed beverages by restaurants, hotels, private clubs, private bars, and distillery permittees, and Executive Order 210 extended that through June 1, 2021.

**Part 17** of S.L. 2021-150 clarifies that to qualify as a restaurant, an establishment's gross receipts from food and nonalcoholic beverages must be not less than 30% of the total gross receipts from food, nonalcoholic beverages, and alcoholic beverages *sold for on-premises consumption*.

This Part became effective September 10, 2021.

## **PART XVIII. ALLOW MIXED BEVERAGE SALES AT CERTAIN DISTILLERIES**

**Part 18** of S.L. 2021-150 allows a distillery located on a property used for bona fide farm purposes to sell mixed beverages containing only spirituous liquor produced at the distillery for consumption on the premises, regardless of the results of any local mixed beverage election.

This Part became effective September 10, 2021.

## **PART XIX. OFF-SITE AIRPORT PERMITTEE STORAGE**

**Part 19** of S.L. 2021-150 establishes an airport central storage permit costing \$400, which may be issued to the owner of a bonded storage warehouse that meets the federal Transportation Security Administration (TSA) security standards. The permit allows the permittee to contract with retail permittees holding retail permits at airports to store the retail permittee's alcoholic beverages at a central receiving facility within five miles of the airport, and to transport alcoholic beverages from the central receiving facility to the retail permittee's premises or support locations within the airport terminal.

This Part became effective December 9, 2021.

## **PART XX. AUTHORIZATION OF SOCIAL DISTRICTS**

**Part 20** of S.L. 2021-150 allows local governments to adopt an ordinance designating a "social district," which is a defined outdoor area in which a person may consume alcoholic beverages sold by a permittee. A social district must be clearly defined with conspicuously posted signs.

The local government must establish and post management and maintenance plans for the social district, along with a rendering of the boundaries of the social district and times during which alcoholic beverages may be consumed in the social district, on the local government's website. The local government must submit to the ABC Commission a detailed map of the social district with the boundaries of the social district clearly marked, and the times during which alcoholic beverages may be consumed in the social district.

A permittee located in or contiguous to a social district may sell alcoholic beverages for consumption within the social district. There are requirements on the type of container used and where the beverages may be consumed.

This Part became effective September 10, 2021.

## **PART XXI. MAKE PERMANENT THE EXPANSION OF LICENSED PREMISES FOR PURPOSES OF OUTDOOR SEATING**

# House Bill 890

Page 7

Executive Order 169 originally allowed On-Premise ABC permit holders to include additional outdoor seating as part of their licensed premises if that space is approved by the appropriate local government entity in order to maximize social distancing during the COVID-19 pandemic.

**Part 21** of S.L. 2021-150 permanently allows local governments to adopt an ordinance authorizing ABC permittees to utilize an area that is not part of the permittee's licensed premises for the outdoor possession and consumption of alcoholic beverages sold by the permittee under certain requirements.

This Part became effective September 10, 2021.

## **PART XXII. SPECIFY THAT ALE AUTHORITY TO INSPECT PREMISES INCLUDES SOCIAL DISTRICTS AND EXTENDED AREAS**

**Part 22** of S.L. 2021-150 explicitly provides that the Alcohol Law Enforcement Division of the Department of Public Safety has jurisdiction to enforce the alcohol laws in social districts and extended premises authorized by Parts 20 and 21 of this act.

This Part became effective September 10, 2021.

## **PART XXIII. ALLOW TRADE OR EXCHANGE OF SPIRITUOUS LIQUOR**

**Part 23** of S.L. 2021-150 authorizes the trade or exchange of lawfully purchased spirituous liquor between individuals, for personal use and not for resale.

This Part became effective October 1, 2021, and applies to trades or exchanges made on or after that date.

## **PART XXIV. DISTRIBUTE ALCOHOL WITHOUT DISCRIMINATION**

**Part 24** of S.L. 2021-150 adds additional requirements and prohibitions in the operation of the State warehouse for distribution of spirituous liquor to local ABC boards as follows:

- Requires the Commission to make a good-faith effort, without discrimination, to make all spirituous liquor available to all local boards. The Commission may suspend distribution to a local board of any limited product required to be recorded for a violation of any rule concerning the ordering of the limited product.
- Prohibits the warehouse management contractor from directly or indirectly providing information to a local board that gives them an advantage over another board in product selection or availability. Violation of this provision is grounds to terminate the contract.
- Requires the Commission to maintain a record of how, to which board, and in what quantity all limited distribution or allocated distribution products are distributed. The record must be updated at least monthly.

This Part became effective January 1, 2022, and applies to all spirituous liquor received or distributed on or after that date.

## **PART XXV. ALCOHOLIC BEVERAGE MANUFACTURE SALES TAX EXEMPTION**

# House Bill 890

Page 8

**Part 25** of S.L. 2021-150 adds machinery, equipment, parts, accessories, supplies, and ingredients that are purchased to be used in the manufacturing process by the following ABC permit holders to the list of tax-exempt items in G.S. 105-164.33 (Retail sales and use tax):

- Unfortified winery permit.
- Fortified winery permit.
- Brewer permit.
- Distillery permit.

This Part became effective October 1, 2021, and applies to sales made on or after that date.

## **PART XXVI. CLARIFY DELIVERY SERVICE PERMIT**

**Part 26** of S.L. 2021-150 clarifies that certain retail permittees are not required to obtain a delivery service permit in order for their employees to deliver malt beverages, unfortified wine, or fortified wine. However, the deliveries must still be done in accordance with the same requirements of the delivery service permit.

This Part became effective September 10, 2021.

## **PART XXVII. REGULATE ALCOHOL CONSUMABLES**

**Part 27** of S.L. 2021-150 regulates alcohol in manufactured and packaged ice cream, ice pop, gum-based, or gelatin-based food product containing at least one-half of one percent (0.5%) alcohol by volume in the same manner as the type of alcohol contained in the product.

This Part became effective December 1, 2021, and applies to offenses committed and spirituous liquor sold on or after that date.

## **PART XXVIII. COMMON CARRIER ABC PERMIT**

**Part 28** of S.L. 2021-150 establishes a "common carrier vehicle permit," which could be issued to a business primarily engaged in North Carolina in the intrastate operation of common carriers of passengers and operating under a certificate of authority issued by the Utilities Commission, such as a bus company. The permit authorizes the sale or service of malt beverages, unfortified wine, fortified wine, and mixed beverages to passengers during journeys of 75 miles or longer that do not terminate within 10 miles of the origin of the journey.

This Part became effective December 9, 2021.

## **PART XXX. DIRECT LOCAL BOARDS TO PROVIDE DELIVERY SERVICE TO MIXED BEVERAGE PERMITTEES**

Under prior existing law, local ABC boards had the option to provide delivery service to mixed beverage permittees but were not required to.

**Part 30** of S.L. 2021-150 directs local ABC boards to offer delivery service to mixed beverage permittees. In providing delivery to mixed beverage permittees, the local board may either use its employees or contract with one or more independent contractors. The local board is also authorized to charge a fee to

# House Bill 890

Page 9

the permittee. A local board in a Tier 1 or Tier 2 county may request an exemption from the ABC Commission, which the Commission must grant if the local board can show evidence of unreasonable hardship or difficulty incurred by implementing delivery service.

This Part becomes effective July 1, 2022.

## **PART XXXI. TOUR BOAT AMENDMENT**

**Part 31** of S.L. 2021-150 amends the criteria under which the ABC Commission could issue permits to tour boats. A tour boat would be required to offer food and non-alcoholic beverages for sale on each tour, and a boat's gross receipts from sales of alcoholic beverages must be no more than 25% of its total gross receipts.

This Part became effective October 1, 2021, and applied to boat tours conducted on or after that date.

## **PART XXXII. GAME NIGHTS/RESIDENTIAL CENTERS**

**Part 32** of S.L. 2021-150 allows tax-exempt organizations that operate a specialized community residential center for individuals with developmental disabilities to conduct game nights at a location other than a qualified facility if the organization meets all of the following conditions:

- Is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code.
- Operates a specialized community residential center for individuals with developmental disabilities licensed pursuant to G.S. 122C-23.
- Has been issued a special one-time permit under G.S. 18B-1002(a)(5).

This Part became effective October 1, 2021, and applies to game nights conducted on or after that date.

*\*Susan Sitze, Staff Attorney, substantially contributed to this summary.*



# HOUSE BILL 211: Social District/Common Area Clarifications.

2021-2022 General Assembly

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<b>Committee:</b>		<b>Date:</b>	July 14, 2022
<b>Introduced by:</b>		<b>Prepared by:</b>	Chris Saunders
<b>Analysis of:</b>	S.L. 2022-49		Staff Attorney

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**OVERVIEW:** *S.L. 2022-49 recodifies and revises the statutes related to common area entertainment permits and social districts to make them more uniform and clarifies (i) the areas that can be included under a common area entertainment permit or a social district and (ii) the activities that may occur within a designated consumption area under a common area entertainment permit or a social district.*

*This act became effective July 7, 2022.*

## CURRENT LAW:

In 2019, the General Assembly created a "common area entertainment permit" that may be issued to the owner of a multi-tenant establishment with at least two tenants who are ABC permittees. Under current law, a "common area" includes "portions of a building or structure and outdoor areas that are used jointly by multiple businesses on a property or within a planned development project, whether such areas are under common ownership or are subject to cross access easements for use by multiple businesses." A shopping mall is deemed not to be a multi-tenant establishment if more than 50% of the shopping mall's common areas, measured in acreage or square footage, are enclosed and air conditioned. The permit allows customers of tenants holding ABC permits to take alcoholic beverages sold in a specific container off the tenants' premises into a common area in the multi-tenant establishment that is designated for consumption of alcoholic beverages during specific days and hours set by the owner of the multi-tenant establishment.

In 2021, the General Assembly authorized local governments to adopt ordinances to create "social districts," which are defined under current law as "a defined outdoor area in which a person may consume alcoholic beverages sold by a permittee. This term does not include the permittee's licensed premises or an extended area allowed under G.S. 18B-904(h)." A social district is active during days and hours specified in the ordinance adopted by the local government. Like the common area entertainment permit, the designation of a social district allows customers of ABC permittees contiguous to the social district to take alcoholic beverages sold in a specific container off the permittees' premises into the social district.

## BILL ANALYSIS:

**Section 1** of S.L. 2022-49 makes a technical change to clarify that a person may possess an open container of fortified wine or spirituous liquor in a social district or in a designated consumption area under a common area entertainment permit.

Jeffrey Hudson  
Director



Legislative Analysis  
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919-733-2578

# House Bill 211

Page 2

**Section 2** repeals the existing common area entertainment permit statutes and recodify the permit to clarify what the permit authorizes. This permit does not limit the possession or consumption of alcoholic beverages otherwise authorized by law.

The permit continues to be issued to the owner or property owners' association of a multi-tenant establishment, but a common area is now defined as "an indoor or outdoor portion of a multi-tenant establishment that is open to the public" and the permit holder may designate common areas to be "designated consumption areas" where consumption of alcoholic beverages is allowed. The designated consumption area may include (i) any indoor or outdoor area of a permittee business that is contiguous to a designated common area or (ii) any indoor or outdoor area of a non-permittee business that is contiguous to the designated common area and that chooses to allow customers to bring open containers of alcoholic beverages onto its premises. A permittee may be included in the designated consumption area even if it chooses to exclude open containers of alcoholic beverages purchased from other permittees. Non-permittee businesses are not be responsible for enforcing the alcohol laws but must allow law enforcement officers access to the areas of the premises accessible by customers.

The designated consumption areas must be submitted to and approved by the ABC Commission and must be marked in a way that clearly indicates to customers where the boundaries of the designated consumption area are located. Open containers sold by a permittee for consumption in a designated consumption area must be in a container meeting several criteria, and the possession of closed containers is allowed to the extent otherwise allowed by law.

**Section 3** repeals the existing social district statute in Chapter 18B and recodify it to clarify what is authorized in a social district. The designation of a social district does not limit the possession or consumption of alcoholic beverages otherwise authorized by law.

A local government is authorized to adopt an ordinance to designate one or more defined areas to be social districts, which may include both indoor and outdoor areas of permittee and non-permittee businesses within or contiguous to the defined area during the days and hours set by the local government. A permittee may be included in the social district even if it chooses to exclude open containers of alcoholic beverages purchased from other permittees in the social district. Non-permittee businesses are not required to allow customers to bring open containers of alcoholic beverages onto their premises, but are not responsible for enforcing the alcohol laws if they chose to do so. However, they must allow law enforcement officers access to the areas of the premises accessible by customers.

The local government must submit maps of the social districts to the ABC Commission and must mark the social districts in a way that clearly indicates to customers where the boundaries of the social district are located. Open containers sold by a permittee for consumption in a social district must be in a container meeting several criteria, and the possession of closed containers is allowed to the extent otherwise allowed by law. Tenants of a multi-tenant establishment located within or contiguous to a social district may participate in the social district regardless of whether the multi-tenant establishment has a common area entertainment permit.

This section also clarifies that the ABC Commission may issue special one-time permits for qualifying applicants for events taking place fully or partially inside a social district. The permittee is required to notify the Commission that the event is to occur in a social district during times when the social district is active. This section also allows the holder of a winery special event permit, malt beverage special event permit, or spirituous liquor special event permit to sell and serve products at special events taking place inside a social district, and allows the holder of a mixed beverages catering permit to serve spirituous liquor to guests at events taking place inside a social district.

# House Bill 211

*Page 3*

**Section 4** provides that if a social district directly borders a designated consumption area established by the holder of a common area entertainment permit, the multi-tenant establishment and the local government that established the social district may enter into a memorandum of understanding that allows open containers approved for consumption in either the social district or designated consumption area to be possessed and consumed in both the social district and the designated consumption area during times when both the social district and designated consumption area are active.

**EFFECTIVE DATE:** This act became effective July 7, 2022.

**TOWN OF WAYNESVILLE TOWN COUNCIL  
REQUEST FOR TOWN COUNCIL ACTION  
Meeting Date: June 13, 2023**

**SUBJECT:**

Call for a Public Hearing to be held on June 27, 2023, to consider an Application for Text Amendment to Land Development Standards Section 5.10.2, Mixed-Use/Commercial Building Design Guidelines, Façade Materials

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Development Services  
**Contact:** Byron Hickox  
**Presenter:** Byron Hickox

**BRIEF SUMMARY:**

The Land Development Standards Section 5.10.2 states the following regarding façade materials for mixed-use and commercial buildings:

*Commercial building walls visible from a public street or civic space shall be primarily standard brick, stacked stone, stone or stone masonry units, wood clapboard, cementitious fiber board, or exposed heavy timber. Glass curtain walls may be approved subject to Design Review to ensure the styling and details are appropriate for the context. Decorative concrete masonry units (CMU) and exterior insulation finishing systems (EIFS) may be used on facades not facing a public street or civic space or as a secondary building material only (less than 25% of the wall area) on primary frontage facades.*

The applicant has proposed a text amendment to this section of the Land Development Standards to add the phrase “*metal panels and siding*” to this list of permitted materials. The applicant asserts that the quality and appearance of metal siding has significantly improved since the adoption of the Land Development Standards and is now widely used in high quality applications and settings.

At its meeting on May 15, 2023, the Planning Board voted unanimously that the proposed amendment is reasonable and in the public interest and voted unanimously to recommend approval of the text amendment as presented to the Town Council.

**MOTIONS FOR CONSIDERATION:**

1. Motion to Call for a Public Hearing to be held on June 27, 2023, to consider an Application for a Text Amendment to Land Development Standards Section 5.10.2, Mixed-Use/Commercial Building Design Guidelines, Façade Materials.

**FUNDING SOURCE/IMPACT:**

N/A

**MANAGER’S COMMENTS AND RECOMMENDATIONS:**

## **Town Council Staff Report**

Subject: Proposed Text Amendment to the Land Development Standards  
Ordinance Section: LDS Section 5.10.2, Mixed-Use/Commercial Building  
Design Guidelines, Façade Materials  
Applicant: Michael Villazon  
Public Hearing Date: June 27, 2023

### **Background**

The applicant purchased the property at 494 Pigeon Street and is renovating and planning an addition to the former gas station located there. The applicant's architect, Steve Coffey, has designed a structure that incorporates a significant amount of metal siding on the facades of the building. However, regarding façade materials on mixed-use and commercial buildings, the Land Development Standards Section 5.10.2 states the following:

*Commercial building walls visible from a public street or civic space shall be primarily standard brick, stacked stone, stone or stone masonry units, wood clapboard, cementitious fiber board, or exposed heavy timber. Glass curtain walls may be approved subject to Design Review to ensure the styling and details are appropriate for the context. Decorative concrete masonry units (CMU) and exterior insulation finishing systems (EIFS) may be used on facades not facing a public street or civic space or as a secondary building material only (less than 25% of the wall area) on primary frontage facades.*

Absent from this section is any allowance for metal as a siding material. Therefore, the applicant has proposed an amendment to this section of the Land Development Standards to add the phrase “*metal panels and siding*” to this list of permitted materials. The applicant asserts that the quality and appearance of metal siding has significantly improved since the adoption of the Land Development Standards and is now widely used in high quality applications and settings.

In addition to the text amendment application in question, Development Services staff has consulted with architects to advise on a possible update to the Land Development Standards building design guidelines. This update would likely apply all categories of building type: civic/monument, house/townhouse/apartment, manufactured housing, mixed-use/commercial, and industrial. Consequently, staff-initiated amendments regarding the building design guidelines will be forthcoming.

In a public hearing held on May 15, 2023, the Planning Board voted unanimously that the proposed amendment is consistent with the 2035 Comprehensive Land Use Plan, and is reasonable and in the public interest. It also voted unanimously to recommend approval of the text amendment as presented to the Town Council.

### **Consistency with the 2035 Comprehensive Land Use Plan**

Chapter 2 of the Comprehensive Plan lays out several goals and objectives to provide guidance for implementing the overall plan. The following goals and objectives apply to this application:

- 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.

Goal 5: Create opportunities for a sustainable economy.

- Promote the growth of existing local businesses and Waynesville’s “maker economy.”
- Encourage creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors.

### **Staff Recommendation**

The use of metal siding has been prohibited for mixed-use and commercial buildings since the adoption of the original Land Development Standards in 2005. It is fair to say that metal siding was and still is associated with large-scale commercial and industrial uses, and has been considered a less aesthetically pleasing material. However, changes in contemporary building styles and improvements to metal siding materials have led to an increase in the use of metal siding, even in upscale settings.

The Town Council can approach this decision from a variety of angles and considerations:

1. Reject the addition of metal siding as an acceptable façade material for mixed-use and commercial buildings, and maintain the current list of acceptable materials.
2. Approve the addition of metal siding as an acceptable façade material for mixed-use and commercial buildings as proposed by the applicant.
3. Approve the addition of metal siding as an acceptable façade material for mixed-use and commercial buildings with some restrictions and conditions, which might include:
  - a. Limiting the percentage of metal siding permitted on facades.
  - b. Allowing specific types of metal siding based on current architectural or industry standards.
  - c. Prohibiting metal siding with a high gloss finish.
  - d. Requiring that use of metal siding within Historic Districts require a Certificate of Appropriateness from the Historic Preservation Commission.

Limitations on the percentage of metal as a façade material would be similar to existing limitations on decorative concrete masonry units (CMU) and exterior insulation finishing systems (EIFS), which are currently found in LDS Section 5.10.2.

### **Requested Action**

1. Motion to find that the proposed text amendment is consistent or inconsistent with the 2035 Comprehensive Plan.
2. Motion to approve or deny the proposed text amendment (as presented or modified).

## Planning Board Report

To: Town Council, Town of Waynesville  
From: Byron Hickox, Land Use Administrator  
PB Meeting Date: May 15, 2023  
Description: Amendments to LDS Section 5.10.2  
Mixed-Use/Commercial Building Design Guidelines, Façade Materials  
Applicant: Michael Villazon

The Planning Board hereby adopts and recommends to the Town Council the following statement(s):

1. A motion was made by Planning Board Chair Susan Smith and seconded by Board Member Michael Blackburn that the proposed text amendment **is consistent with the 2035 Comprehensive Land Use Plan, and it is reasonable and in the public interest** because it is consistent with the following Comprehensive Plan goals:

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.

Goal 5: Create opportunities for a sustainable economy.

- Promote the growth of existing local businesses and Waynesville's "maker economy."
- Encourage creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors.

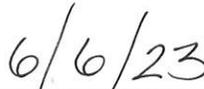
The motion passed unanimously.

2. A motion was made by Planning Board Vice-Chair Ginger Hain and seconded by Board Member Stuart Bass to **recommend adoption of the proposed amendment to LDS Section 5.10.2 Mixed-Use/Commercial Building Design Guidelines, Façade Materials to the Town Council** as presented.

The motion passed unanimously.



Susan Teas Smith, Planning Board Chair



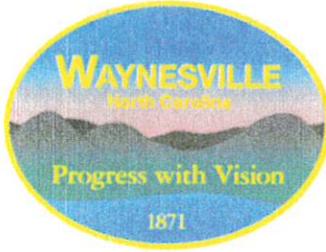
Date



Esther Coulter, Administrative Assistant



Date



TOWN OF WAYNESVILLE  
 Development Services Department  
 PO Box 100  
 9 South Main Street  
 Waynesville, NC 28786  
 one (828) 456-8647 • Fax (828) 452-1492  
[www.waynesvillenc.gov](http://www.waynesvillenc.gov)

**Application for Land Development Standards Text Amendment**

Application is hereby made on April 21, 2023 to the Town of Waynesville for the following amendment:

Designate the specific section(s) of the Land Development Standards being requested for change:  
Section 5.10.2

Description of the requested amendment, (attach additional sheets if necessary): \_\_\_\_\_

**Requesting the words "Metal panels and siding" be added to approved materials.** \_\_\_\_\_

The reasons for the requested amendments and how the request is consistent with the Town of Waynesville's adopted 2035 Comprehensive Plan (attach additional sheets if necessary): I believe metal panels and siding have matured in the design and fabrication industry since the Comprehensive Plan was adopted. While I don't pretend to know the specific objectives of the Plan writers, typically such Plans are meant to develop a visual continuity of structures within the area in order to maintain property values. Divergent materials of an inferior or cheaper value often diminish the established valuation. I am submitting examples of buildings in multiple retail and commercial setting throughout the country from notable clients using quality metal products in a contemporary manner which are far from the stereotype warehouse vertical siding. If believe this structure with the variety of siding textures and contrasting wood & glass materials will be a valuable visual and economic contribution to the neighborhood.

**Applicant Contact Information**

Name (Printed): Michael Villazon  
 Mailing Address: 53 County Road, Waynesville North Carolina 28785  
 Phone(s): 828-734-1279  
 Email: villazonplumbing@bellsouth.net

TOWN OF WAYNESVILLE  
280 GEORGIA AVENUE  
WAYNESVILLE NC 28786

PG: 1

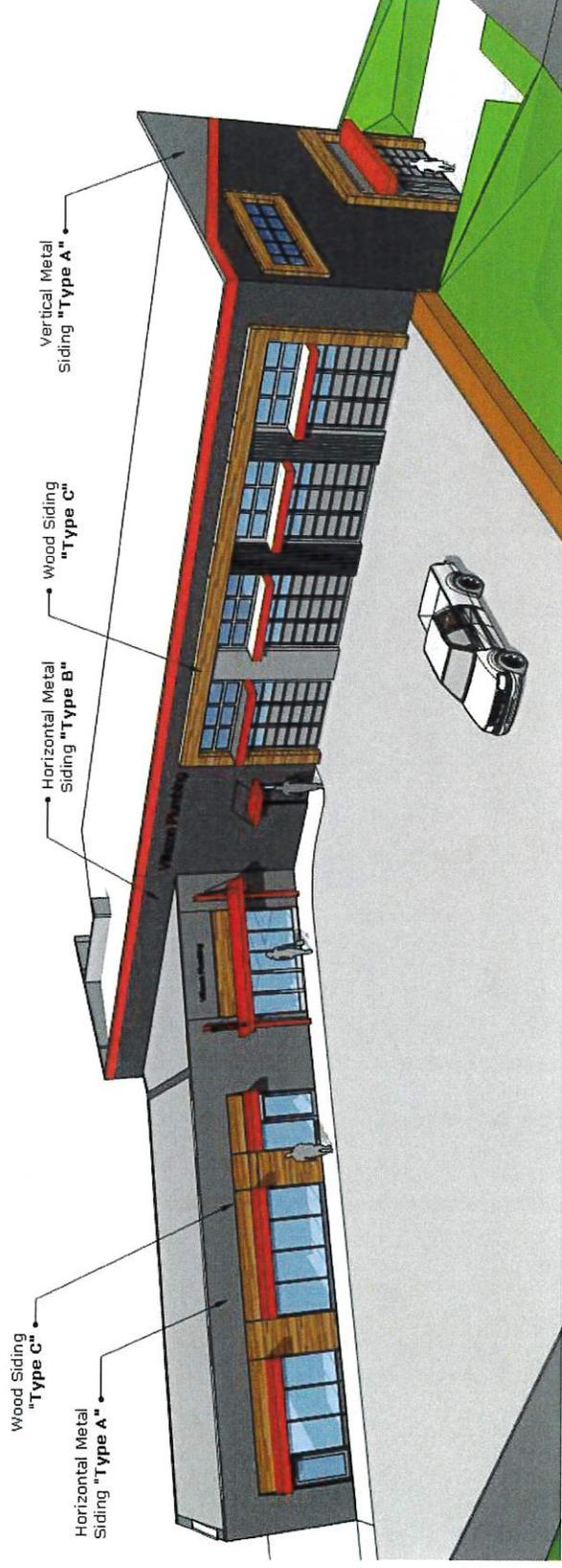
MISC RECEIPT 2903534  
REFERENCE Text Amend  
DATE/TIME 04/24/23 12:18  
CLERK 2044ecou  
CUSTOMER Villazon Plumbing, Inc  
EFF. DATE 04/24/2023  
DEPT

01

TOTAL: 500.00  
500.00

PMT TYPE	QTY	REF
CHECK	1	25542

AMOUNT  
500.00

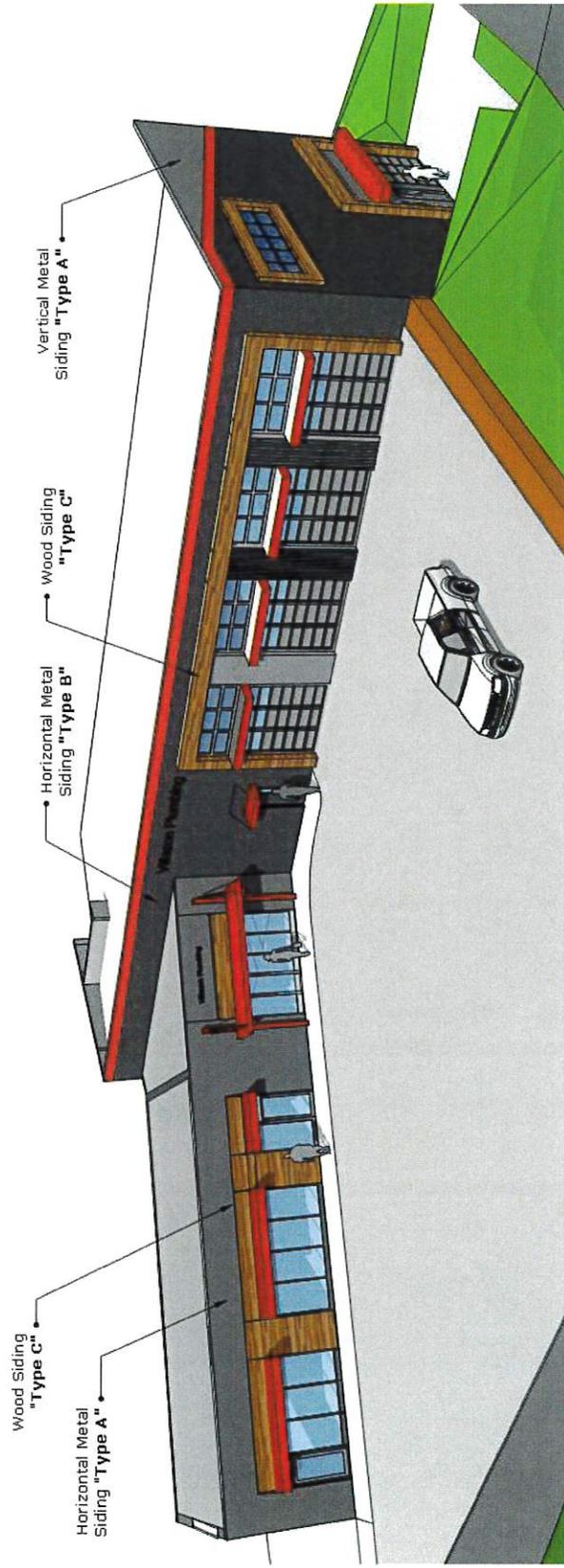


Request Modification to Section 5.10.2  
Add the words "Metal panels and siding" to approved materials

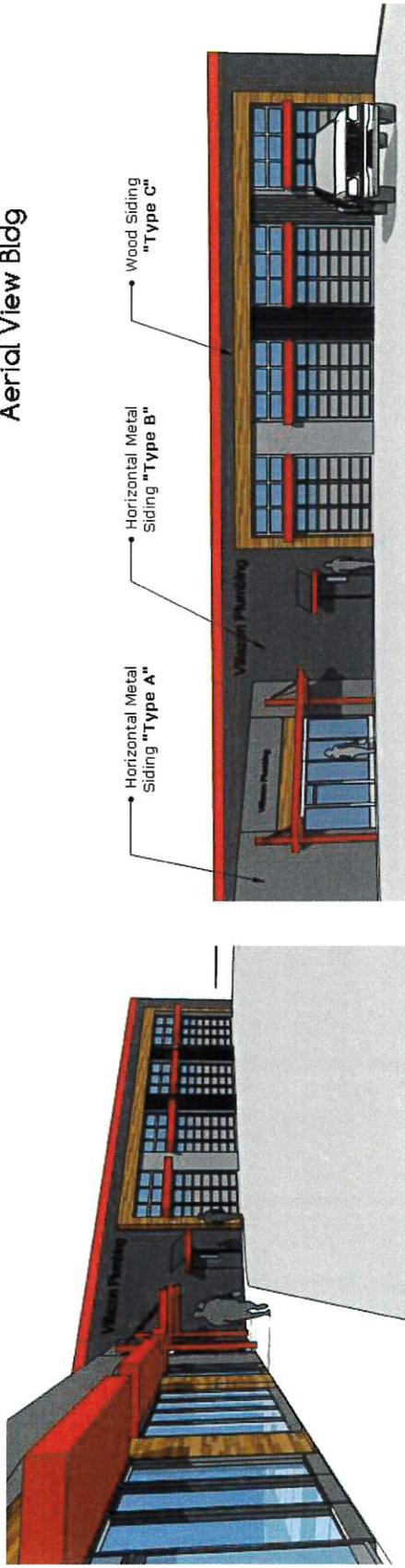


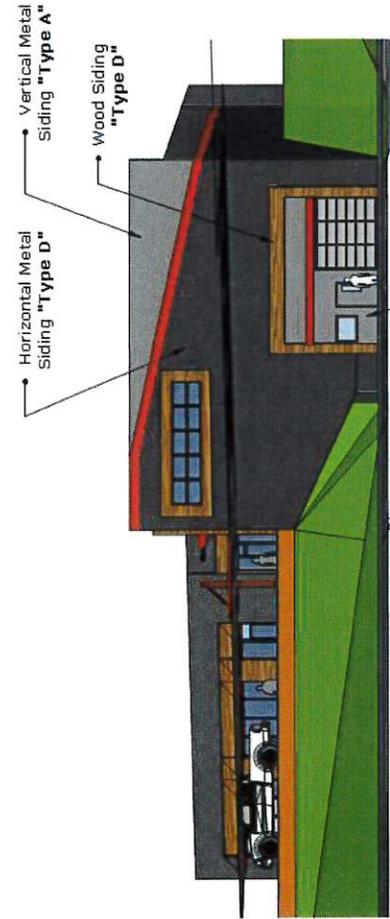
A  
A1

Site Plan

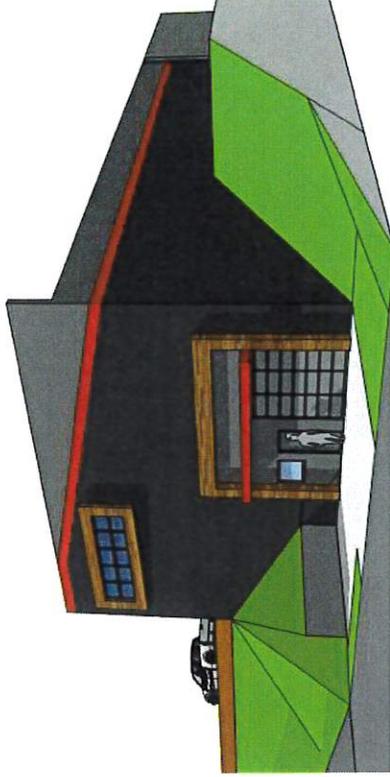


Aerial View Bldg

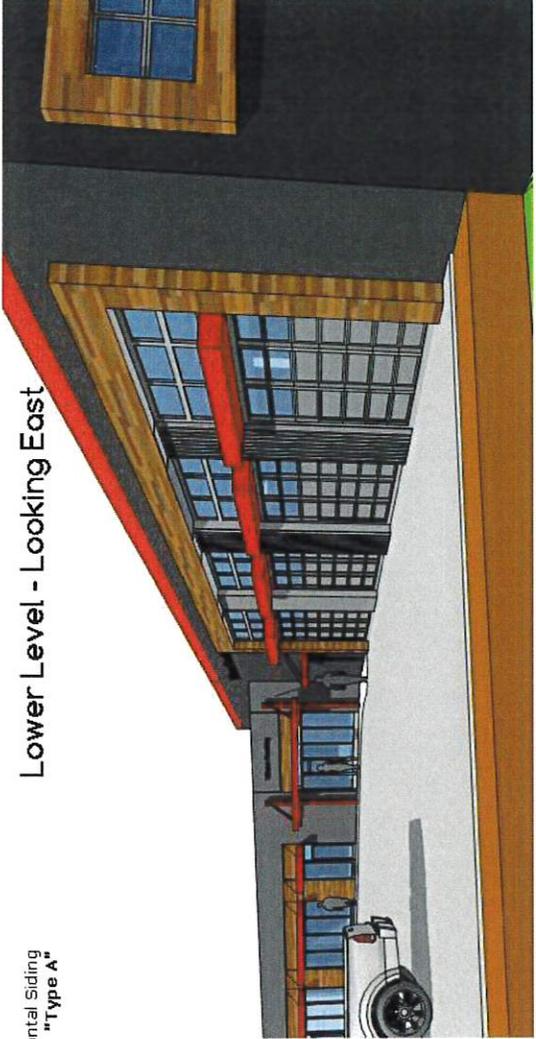




Lower Level - Looking East



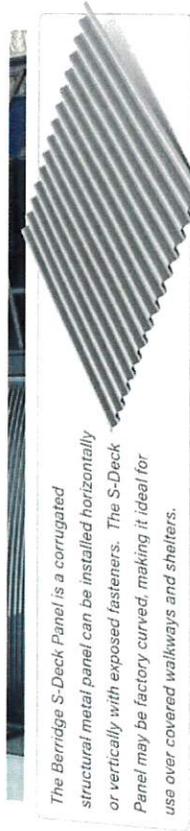
Lower Level - Looking East



Upper Level - Looking East

# Proposed Panels

## METAL PANEL TYPE "A"



The Berridge S-Deck Panel is a corrugated structural metal panel that can be installed horizontally or vertically with exposed fasteners. The S-Deck Panel may be factory curved, making it ideal for use over covered walkways and shelters.

### Materials

24 and 22 Gauge Steel  
6032 and 6040 Aluminum

### Specifications

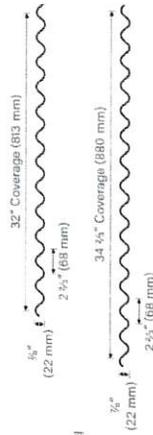
Uses: Roof, Wall, Soffit, Ceiling, Fascia, Sheathing, Screen Wall

Coverage: 32" and 34 1/2"

Finish(es): Smooth

Fasteners: Exposed

Applications: Vertical\* or horizontal\*\* over open framing or



## METAL PANEL TYPE "B"



The Berridge HR-4 Accent Wall Panel and the HR-16 Metal Wall panels are versatile and maintenance-free panels that can be installed horizontally or vertically. Both panels interlock with the HC-16, BR-12, HS-8, HS-12, and Reveal Series panel profiles.

### Materials

24 and 22 Gauge Steel  
6032 Aluminum

### Specifications

Uses: Wall, Fascia, Screen Wall, Berridge Fencing System

Coverage: HR-4: 4"; HR-16: 16"

Finish(es): Smooth

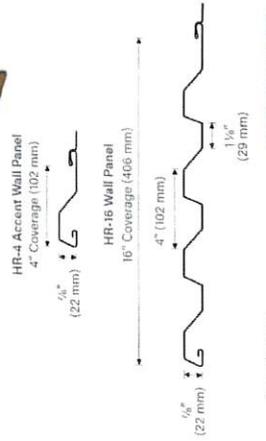
Fasteners: Concealed

Applications: Vertical on fencing, horizontal or vertical over

open framing or solid sheathing (see page 42 for fencing

information)

Profile: 1/2" height and 4" on center nb



### ASTM Tests

\* ASTM E-1592 wind resistance tested\*

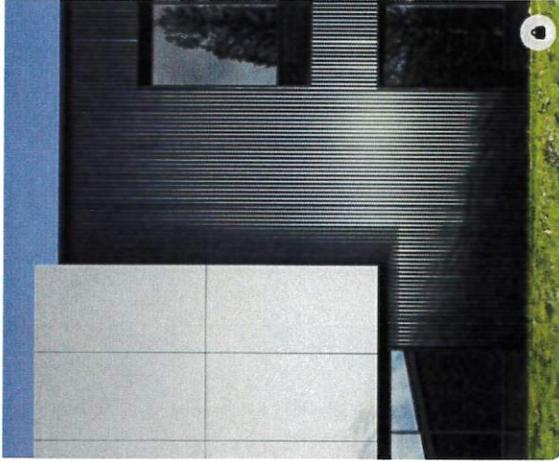
\*\* Wind and water resistance listed

## WOOD PANEL TYPE "C"



Caramel Bamboo / NATURFLOOR-W

Combination of Flat & Ribbed Metal Panels



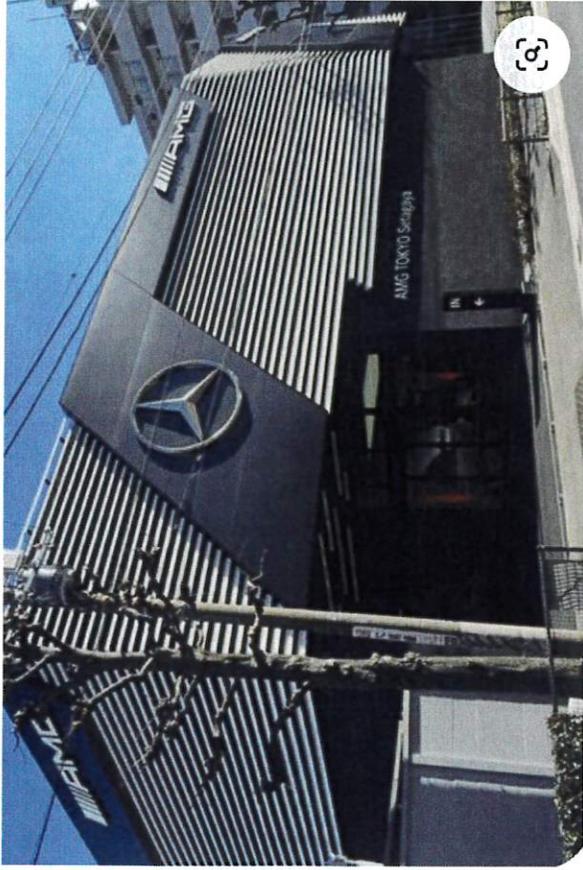
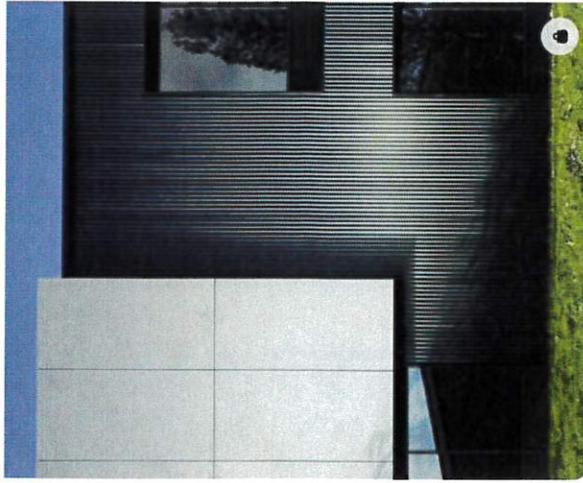
Coffey Design Group – Architect  
Lake Junaluska, North Carolina

Villazon Commercial Development  
494 Pigeon Rd -Waynesville, NC

Commercial & Retail Installations of Metal Panels



Combination of Various Colors - Texture - Direction of Siding Pattern



Coffey Design Group – Architect  
Lake Junaluska, North Carolina

Villazon Commercial Development  
494 Pigeon Rd -Waynesville, NC

REI Retail - Asheville



# Overhead Doors - Color Dark Grey w/ Frosted Vision Panels

## High Speed Exterior Full-View Metal Door – 999



### RapidView® 999

Sleek and sophisticated RapidView® Model 999 is a full view door featuring scratch-resistant polycarbonate panels with opening speeds up to 80" per second. Engineered for high cycles and easy operation, RapidView® Model 999 has been independently tested and is capable of wind load up to 50 psf\*. The simple install and low maintenance add to the attractiveness of the door and features completely hinged guides, fully assembled curtains and pre-wired motor connection. RapidView® Model 999 is perfect for high traffic applications requiring aesthetic appeal and visibility.

[Contact a Specialist](#)



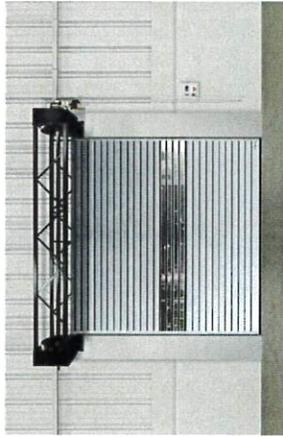
Aluminum Glass Door model 521 is a sectional aluminum door appropriate for environments where maximum light infiltration and/or visual access is required. Designed to fit openings up to 26'2" (7976 mm) wide and 20'1" (6121 mm) high, the Model 521 features a wide, 2-11/16" (68 mm) center stile, 3-3/4" (95 mm) or 4-1/2" (114 mm) bottom rail, based on door size.

[Aluminum Glass Doors](#)

[Where to Buy](#)



## High Speed Exterior Metal Door – 998



### RapidShield® 998

RapidShield® Model 998 is a heavy-duty exterior door that features a solid aluminum curtain with opening speeds up to 80" per second. Engineered for high cycles and easy operation, RapidShield® Model 998 has been independently tested and is capable of withstanding wind load of up to 100 psf\*. With a focus on safety, RapidShield® Model 998 also features patent-pending integrated curtain-monitoring device, a safety light curtain, and a monitored wireless reversing edge. This door is perfect for applications where security and privacy are a priority.

[Contact a Specialist](#)



## Thermacore® Sectional Steel Doors 592

The Thermacore® Model 592 offers superior thermal efficiency for heavy-duty applications. It is an ideal choice for applications that demand the highest levels of thermal efficiency, air infiltration, and wind load resistance.

With an R-value of 175 (3.09 W/m<sup>2</sup>) a U-value of .057 (324 m<sup>2</sup>/W), and one of the best overall air infiltration ratings in the industry, the Thermacore® Model 592 is one of the most thermally efficient door system in its class.

The Thermacore® product line features steel-polyurethane-steel panel construction which provides a thermal barrier that withstands extremely hot or cold climates and the most demanding environmental requirements.

The Model 592 has 2" (51 mm) thick, extra heavy-duty sections that are available in standard sizes up to 40'2" and 32'1" (12,243 mm and 9,775 mm) to fit the broadest range of applications.

# Villazon Plumbing Commercial Development— 494 Pigeon Street

# B-1

Michael Villazon -Owner      County Road Waynesville NC

Feb. 18, 2023

## Fiberon Cladding - Siding "Type D"



Stunningly beautiful. Remarkably durable. **50 YEARS** WILLOWOOD® COMPOSITE CLADDING PROFILES

Formed with advanced extrusion technology, Willowood® composite cladding profiles are available in a variety of styles, colors and finishes. Available in a variety of styles, colors and finishes. Available in a variety of styles, colors and finishes.

Inspired by nature. Perfected by science.

At Willowood, we combine the best of nature with the best of science to create a composite cladding profile that is as beautiful as it is durable. Our advanced extrusion technology creates a composite cladding profile that is as beautiful as it is durable. Our advanced extrusion technology creates a composite cladding profile that is as beautiful as it is durable.

## Trex Cladding - Alternate Siding "Type D"

**Trex Transcend**  
 Board dimensions: Available in 3 premium lengths:  
 12 ft, 16 ft and 20 ft (365 cm, 487 cm / 609 cm)  
 24 in x 5.5 in (610 mm x 140 mm)

Available in a wide range of colors and finishes. See [www.trex.com](#) for more information. **Order it Simple**

Multiple colors available

FEATURES GALLERY HIGHLIGHTS RESOURCES [Shop Now](#)



## Villazon Plumbing Commercial Development— 494 Pigeon Street

Michael Villazon -Owner County Road Waynesville NC

B-2

Feb. 18, 2023



**ORDINANCE NO. O-31-23**

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

**WHEREAS**, the Town of Waynesville has the authority, pursuant to Part 3 of Article 19 of Chapter 160A, now 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, 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 Town Council; and

**WHEREAS**, the Town Council finds this Ordinance is consistent with the Town’s 2035 Comprehensive Plan and that it is reasonable and in the public interest, specifically meeting the following Comprehensive Plan goals;

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.

Goal 5: Create opportunities for a sustainable economy.

- Promote the growth of existing local businesses and Waynesville’s “maker economy.”
- Encourage creatively designed, mixed-use, walkable centers and commercial districts that appeal to residents and visitors.

and;

**WHEREAS**, after notice duly given, a public hearing was held on May 15, 2023, at a regular meeting of the Waynesville Planning Board, and on June 27, 2023, at a regular meeting of the Town Council.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WAYNESVILLE, MEETING IN REGULAR SESSION ON June 27, 2023, AND WITH A MAJORITY OF THE COUNCIL MEMBERS VOTING IN THE AFFIRMATIVE, THE FOLLOWING:**

1. That the Land Development Standards Section 5.10.2 – Mixed Use/Commercial Building Design Guidelines, Façade Materials be amended as follows (*changes in red italics*):

**Materials:** Commercial building walls visible from a public street or civic space shall be primarily standard brick, stacked stone, stone or stone masonry units, wood clapboard, cementitious fiber board, *metal panels and siding*, or exposed heavy timber. Glass curtain walls may be approved subject to Design Review to ensure the styling and details are appropriate for the context. Decorative concrete masonry units (CMU) and exterior insulation finishing systems (EIFS) may be used on facades not facing a public street or

civic space or as a secondary building material only (less than 25% of the wall area) on primary frontage facades.

**ADOPTED** this 27th Day of June, 2023

TOWN OF WAYNESVILLE

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J. Gary Caldwell, Mayor

ATTEST:

---

Candace Poolton, Town Clerk

APPROVED AS TO FORM:

---

Martha Bradley, Town Attorney

**TOWN OF WAYNESVILLE TOWN COUNCIL  
REQUEST FOR COUNCIL ACTION  
Meeting Date: June 13, 2023**

**SUBJECT:** 2023-2024 Annual Budget

**AGENDA INFORMATION:**

**Agenda Location:** Old Business  
**Item Number:**  
**Department:** Finance  
**Contact:** Rob Hites, Town Manager  
Misty Hagood, Finance Director  
**Presenter:** Rob Hites, Town Manager

**BRIEF SUMMARY:** The proposed 2023-2024 budget is attached. The parking lot that you all requested be added is included.

**MOTION FOR CONSIDERATION:**

1. Motion to adopt the 2023-2024 Budget Ordinance as presented
2. Motion to approve the Resolution for the Garage Internal Service Fund Financial Operating Plan for 2023-2024
3. Motion to approve the amended ARP Grant Project Ordinance.

**FUNDING SOURCE/IMPACT:**

**MANAGER'S COMMENTS AND RECOMMENDATIONS:**



## **Town of Waynesville**

### **Proposed Annual Budget**

**2023—2024**



# BUDGET MESSAGE

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## 2023-2024

May 9, 2023

The Honorable Mayor and Members of the Town Council

In accordance with the provisions of the North Carolina General Statutes, your staff presents the proposed Municipal Operating and Capital Budget for Fiscal Year 2023-24.

### **INTRODUCTION**

The FY 2023-24 proposed budget is influenced by significant increases in the cost of materials and supplies, a need to provide a cost-of-living increase to employees and a lack of significant revenue growth across all funds. While the Town has approved a number of commercial and residential developments, the majority have not broken ground. We estimate that the Town will only experience an increase of \$102,900 in ad valorem tax revenue over last year's estimate. We estimate the Town will experience a \$280,000 increase in sales taxes and \$195,500 in investment income. The increase in revenue is offset by a \$955,989 decrease in appropriated General Fund Balance (savings account). The Local Government Commission requires that the Town to retain 45% of its General Fund Operating Budget in reserve. The Town may not receive approval for a loan to fund Fire Station #2 should the LGC note that the Town has reduced its General Fund Balance below the average for municipalities of 10,000-50,000.

After all adjustments to revenue, we estimate that the General Fund will only increase by \$366,061 over last year. There is a \$400,000 stormwater grant in the budget so if it is taken out of the equation, there is a decrease of \$33,939 from the current year budget. The result of this small decrease in General Fund growth is a proposed General Fund budget that is almost totally devoted to the "Operating Budget". Only two Capital Items are recommended to be funded with General Fund revenue, a new roof for the Armory and replacement of HVAC units.

The Town is very fortunate to have received \$3,231,911 million dollars in American Rescue Plan (ARP) funds. We have been able to fund a number of Capital Requests

over the past two years. Last year we retained \$553,238.78 in ARP funds to help fund our 2023-24 capital needs. Since the Town must encumber the remaining ARP funds by December of 2024, we recommend the Council encumber the remaining funds in this budget year.

The Cost of Living (CPI) shows an increase of 5.0% and the Employment Cost Index for State and Local Employees shows a 4.6% increase in over the past twelve months. In order to hire and retain employees, we recommend The Council approve a 2% Cost of Living Adjustment (COLA) in addition to the Town's "Career Development Program". We are completing a three-year process of reclassification and market-based pay adjustments for employees. In some cases, the market analysis that we carried out

two years ago, has been negated by demand for skilled employees. We have experienced a 25% turnover rate in Street/Sanitation and Water and Sewer Maintenance over the past twelve months due to salary pressure from the private sector. When the Town loses employees due to pay issues, we study the market and determine if a change in pay-range is in order. If we determine that the Town is in line with the market and we are able to attract qualified applicants, then we consider the pay-range to be within the market.

## **BUDGET SUMMARY**

### **Salaries and Benefits**

Forty-Five percent of the Town's Budget is dedicated to the employment and retention of its workforce. Once hired, it takes between six months and a year to properly train an employee. The nationwide demand for employees is no less critical in Waynesville. We are experiencing a significant loss of line level employees to the private market. Over the past year, we have witnessed a 25% attrition rate in the Streets/Sanitation and Water/Sewer Maintenance Divisions. Regardless of the Town's superb benefits program, the vast majority of employees that have resigned cite pay as the reason for their departure. To attract new employees, we have instituted a bonus program for critical positions, increased the salaries of positions such as lifeguards and provided compensation for police officers who are attending BLET.

In 2020 the Town conducted a pay and classification plan that established a "market rate" for our workforce based on the wage scales for eight Western NC local governments. The plan established higher starting salaries for entry level employees and a pay plan that would place employees at a level of compensation based on their tenure in their current position (not with their entire tenure in local government). In two years, the demand for public employees has increased for many of the positions. In areas where we are experiencing significant resignations, we have studied salary surveys for Western NC local governments to ensure that our salary scales are competitive. The budget proposal that is before you incorporate several market related changes. The budgetary impact of the market related changes and a 2% COLA awarded to all employees amounts to \$273,750 in the General Fund, \$71,198.86 in the Water and Sewer Funds and \$40,000 in the Electric Fund.

## **Career Track**

We recommend that Career Track be funded at 2.5% for all employees except police. We recommend that the Police Department be funded at the same level as the current fiscal year.

## **New and Reclassified Positions**

The proposal includes the addition of an entry level position in the garage. Their principal duties will be to provide routine maintenance such as oil changes and tire rotation. We are requesting the funding of a part-time position in the Downtown department. This position was filled by the non-profit DWA, and we are requesting that it be reinstated as part of the Town's workforce. The budget also funds the Human Resources Director and Grants Manager positions that the Council previously approved.

## **Health Insurance**

Our health insurance rate is tied to the Town's "medical loss ratio", the cost of the claims submitted by the employees and their families. The Town's experience rating and rate increases are evaluated annually. The insurance companies like "medical loss ratios stay less than 70%. Thanks to a healthy workforce our insurance rating is 61.7%. In light of our rating our health insurance carrier is NOT requesting an increase in insurance premiums for the upcoming year.

## **Worker's Compensation Insurance**

The Town's worker's compensation insurance rates are set by the NC Insurance Commission, not by the insurance industry. The Town's worker's compensation claims have been in the acceptable range for the past year however the increases in the salaries of the workforce have caused an increase of \$17,654.

## **Liability Insurance**

We have not received a quote on property and liability insurance. We have budgeted a 2% increase as a projected expense for the upcoming year.

## **FUND SUMMARIES**

### **General Fund**

We recommend a \$17,445,800 General Fund operating budget for FY 2023-24. This represents a 2% increase from the FY 2022-23 budget. A stormwater grant accounts for \$400,000 of the increase. We do not recommend that the Council appropriate funds from the General Fund Balance. This represents a significant departure from previous years. In order to preserve a fund balance that will permit the Town to borrow funds for the Fire Station, it is critical that we remain within the average percentage of General Fund Balance for municipalities of our size (10,00-50,000).

## **Ad Valorem Taxes**

Haywood County provides its municipalities with a tax scroll that lists the value of each taxpayer's real and personal property. The Towns apply their tax rate to those values and calculate the taxes due to the Towns. Haywood County re-assesses its property every four years. We are in year three of an assessment cycle.

The staff recommends no increase in the current ad valorem tax rate of \$.04392 per \$100 in value. The State requires that local governments budget the percentage of taxes collected in the previous year. Waynesville's collection rate was 97.12% in 2021-22. We project the Town will collect \$6,333,900 in current year property tax in 2023-24.

## **General Funds Fees**

The Town operated a commercial sanitation service which generated \$275,000 in revenue per year. The number of customers using the service diminished over the years due to competition from private haulers. In 2020-21, the Town ceased to provide this service due to the cost of replacing two overhead hauler (\$450,000). The Town lost over \$150,000 in General Fund revenue when it ceased providing commercial sanitation service. In order to recover some of the lost revenue from our sanitation operation, we recommend that the Council increase residential fees by \$1.00 per month and commercial service fees by \$1.03 per month. This will generate approximately \$45,000 to help augment the cost of providing the new roll-out service introduced last year.

## **Fire District Tax**

The County Commissioners instituted a \$.06 cent fire district tax for the Town in 1979. Since that time, the Town has been designated to serve nine districts. In 2016, the Town increased its ad valorem tax rate \$.05 per \$100 in order to employ eight additional full time fire fighters. In the past twelve months the Town ordered two fire engines to replace engines that are experiencing frequent mechanical problems. In the near future, the Town will design and construct a new Fire Station to replace the obsolescent Hazelwood Station. Last year Waynesville's Fire Department was reviewed by the State Fire Marshall and received a "4" rating. This rating will provide a reduction in fire insurance premiums for the fire districts served by the Town. The Town Council has requested the Board of County Commissioners to increase the Fire District Tax from \$.06 to \$.08 cents per \$100 valuation in order to aid the Town in funding replacement apparatus and the new fire station. This would mark the first increase in the Fire District tax since 1979. We estimate that the tax will raise \$168,750 in revenue.

## **Downtown Municipal Service District**

The Town established a "Downtown Municipal Service District" in 1986 in order to provide redevelopment and promotion of the Town's traditional central business district. The revenue

derived from the MSD also funds the district's membership in the State and US Mainstreet program. Properties within the district pay an additional ad valorem tax in addition to the ad valorem taxes paid by the rest of the Town.

The current ad valorem tax on the Downtown Municipal Service District is \$.19 per \$100 of valuation. We estimate that the district will yield \$106,400 in 2023-24 for current and past year taxes.

In early 2022 the Board of Alderman reorganized the administration of the district by placing the staff, programming and accounting functions within the Town's organization. The Board created a 13-member committee that serves to advise the staff and Board on programs and policies of the Downtown Service District. The governing and administration of the Downtown Municipal Service District has been a tremendous success. The MSD has retained its certification as a "Mainstreet Community". The proposal that is before you request the funding of a part-time employee to supplement the duties of the Director. This position was previously funded by the non-profit DWA.

### **Water Fund**

The staff recommends a budget of \$3,862,497. This represents a 4.43% decrease from FY 2022-23. The reduction in the overall budget is due to lower capital improvement requests. The majority of the capital improvement projects were funded through the Water Fund Balance. Recommended Fund Balance appropriations have been reduced 31% over the previous year. While capital project spending has been reduced, the cost of chemicals and power have increased significantly. Based on our revenue projections, we are requesting a 7% increase in water rates effective with the August billing cycle. The increase will also be assessed to the base rate which includes 2,000 gallons of consumption.

### **Water Treatment**

We recommend a \$1,263,530 budget to fund the operation of the Water Treatment Plant. This represents a 26% decrease from last year's budget. The decrease is due to a reduction in capital improvement projects as well as the elimination of the Division's contribution to the Asset Services Fund. That contribution will be made in the Water Fund Administration and Finance Division. It is important to note that we are experiencing a considerable increase in chemical and power prices (Water plant is served by Duke Power). These operational increases are driving the request for a rate increase.

### **Water Collection Line Service and Maintenance**

We recommend a \$1,703,735 budget for FY 2023-24. This represents a 4.6% decrease from the previous year. The decrease is due to completion of several capital projects that were funded through operating revenue in the previous year as well as the elimination of a contribution to Asset Services. That contribution will be made in the Water Fund Administration Division. The

Division is experiencing a significant increase in materials, especially pipe, valves and fuel. As with Water Treatment, these costs are driving our request for a rate increase.

### **Water Fund Administration and Finance**

The Water Fund contributes a portion of its revenue to the meter reading, billing, collection and accounting of its operation. The staff estimates the percentage of the Finance Department's operation dedicated to the Water Fund. For the upcoming FY 2023-24 budget year we recommend a \$895,232 budget. This represents an increase of 94% from the previous year. While this appears to be a large increase, it is due to a change in the manner in which we account for payments to asset services. Rather than charge individual departments for asset services we are charging the entire fund.

### **SEWER FUND**

#### **Sewer Plant Financing and Construction**

The staff recommends a 10% increase in Sewer Rates beginning with the August billing cycle. The increase in rates is due to requirement of the State Revolving Loan program that a Town's rate structure be set to pay the interest and principal on the loan at the time of loan closing. We will close the State Revolving Loan in the Spring. In addition to the \$24,545,900 State Revolving Loan, the Town must obtain a \$5,000,000 loan from a private lender to fund the entire \$29,423,000 sewer plant renovation project. The increase will be applied to the "base rate" which includes 2,000 gallons of flow.

The Sewer Fund is made up of two operating divisions. Details of their major budget items are listed below.

#### **Sewer Maintenance**

We recommend a \$1,655,015 operating budget for this Division. The recommended budget represents a 21% increase over FY 2022-23. This increase is mainly due to the purchase of a sewer vac truck.

#### **Sewer Plant**

We recommend that the Town Council appropriate \$1,593,110 for operation and maintenance of the plant. This amounts to a 17% decrease from last year's budget. As with the other utility operating divisions, the move of Asset Services from the individual divisions to the Administrative and Finance Division reduce the budgets while increasing the Asset Services line item in the Administration and Services budget.

Operating expenditures for the sewer plant follow those for the water plant, increases in chemicals and power.

## **Capacity Use Fees**

Capacity Use Fees are based on the premise that users of Waynesville's waste treatment system purchase a portion of the plant's six-million-gallon capacity. The fees are based on a table of projected sewer use adopted by the Council. The fees fall below the "upper limit" of fees the Study indicated could be charged. The schedule of "Capacity Use Fees" the Town adopted represents a "single fee system" that creates one schedule of fees for both In-Town and Out-of-Town users. 'Capacity Use Fees' are calculated on a case-by-case basis. The calculations are based on the State's "NC Wastewater Flow Rates" (15A NCAC 02T .0114).

In 2018-19 the Town adopted a schedule of "Capacity Use Fees" based on a study mandated by the General Assembly (HB 436). A certified engineering firm reviewed the Town's capital expenditures and weighed them against the Town's goal to keep its cost of service affordable.

In order to ensure that user/developers reserve their capacity in the Waste Treatment Plant they must receive approval for their development in accordance with the Town's Comprehensive Plan AND pay the system development fees at the time of approval of the development. Should an owner/developer choose to abandon their project within three years of approval, the Town will refund their "Capacity Use Fees". Failure to pay the fees may result in the user/developer not being guaranteed the capacity necessary to develop their project.

We have not increased the Town's Capacity Use Fees since 2019 and do not recommend an increase for the 2023-24 fiscal year. In 2018-19 the Council capped the Town's "Capacity Use Fees" at \$100,000 for the combined Water and Sewer Fees. This was done to encourage investment in Waynesville after a decade of near zero growth. The Town is starting a \$29,450,000 waste treatment renovation that was not factored into the "Capacity Use Study" carried out in 2018. As we complete the project, it would be appropriate to carry out a new study and establish "Capacity Use Fees" that reflect the cost of that project.

The Town has approximately 2.91 million gallons of capacity in its six-million-gallon waste treatment plant. When the plant is renovated and placed online the Town will, once again, be open to new investment. Until we complete a new "Capacity Use Study" we recommend that the Council increase the cap on combined Capacity Use Fees from \$100,000 to \$150,000. We will recommend that the Council fund a new study during the 2024-25 Fiscal Year.

## **ELECTRIC FUND**

For FY 2023-24 we recommend an Electric Department budget of \$11,402,059. This represents a 13.7% increase in the operating budget. We recommend a 5% increase in electric rates across all rate classes. This increase will also be applied to the base charges. The increase is due to an increase in the base rate for electricity set by the Town's contract with Santee Cooper, "fuel adjustment charges" added to the Town's wholesale power bills, costs associated with moving

the Town's electric infrastructure from the right of way of Russ Avenue and constructing the distribution system in Allison Acres.

In addition to the cost of wholesale power, the Electric Division is facing tremendous increases in the cost of wire and transformers.

The Finance staff is "up to date" on past due accounts created by the Covid pandemic. While we have been very successful in collecting our past due accounts, we will have to write-off approximately \$200,000 in electric charges due to customers moving without forwarding addresses.

### **ASSET MANAGEMENT AND GARAGE FUNDS**

The Asset Management Fund has been eliminated as a separate fund. It will be treated as a division of the Public Services Department. In the past each operating department was charged separately for Asset Services. The proposed budget moves the contribution to the asset services department to the individual funds rather than the operating division.

We are recommending a budget of \$1,117,900 for the Garage Fund. This represents an increase of 27.5% over the current year. The addition of an entry level employee and large increases in gas and tire prices is driving the increase in the garage.

### **CONCLUSION**

The proposal that is before you represents a "program of work" that is experiencing both the positive and negative impact of a growing local economy, inflation, and rapid changes in public employee compensation. These impacts are affecting all areas of the Town's operations, employee recruitment and retention, prices for fuel and supplies and waiting time for orders to be delivered. Ms. Hagood has studied the spending trends in the Town's organization and has produced departmental budgets that reflect the changes in our local economy. While the Town has reached the maximum allotment of sewer capacity permitted under the Special Order of Consent (SOC), only one of the developments approved under the Special Order of Consent has commenced construction. With the price of materials decreasing, we hope that some of these developments will come to fruition. We have requested an increase in our waste treatment allotment justified by the reduction in inflow/infiltration in our system. This request was turned down by the Western Division of DWQ. Their decision effectively shuts down growth in the Waynesville, Lake Junaluska, Junaluska Sanitary District and the Town of Clyde. This will create a "lull" in new development over the next two years. Single family homes may still be tapped into an existing lines located on subdivided lots will not be impacted by this action of DEQ but development requiring the subdivision of land will be restricted until the plant is completed in late 2024.

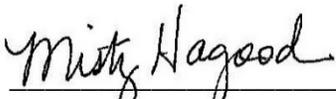
Thanks to the ARP funds, the Town will be able to carry out \$838,044 in capital spending that it would normally rely on use of the fund balances in the four funds or short-term borrowing.

One of the Board's principal goals is to design, fund and construct a new fire station in Hazelwood. Observing the construction bids that public sector projects are receiving, it would be prudent to wait until the construction environment cools down before designing and bidding Fire Station #2. We have recommended that the meeting room in Hazelwood be converted into an ADA compatible bunk room and office space for the Finance Office. Thanks to the new Fire Engine being compatible with the bays in the old station, we will be able to use it longer than we anticipated.

The proposal that is before you represents a detailed analysis of spending patterns in the Town. As Ms. Hagood refines the budget, less funds will be available to increase the Town's savings accounts than in the past. In short, we will not be able to "reach-into" the savings accounts when we have an unbudgeted project. This assures that public that their taxes and revenues are being spent on current expenses, but it forces the Town to budget more carefully.

We look forward to receiving your input on the proposed budget.

Respectfully submitted:

  
Misty Hagood.  
Finance Director

  
Jesse Fowler  
Assistant Town Manager

  
Robert W. Hites Jr.  
Town Manager

# Budget Summary

## Operating Funds

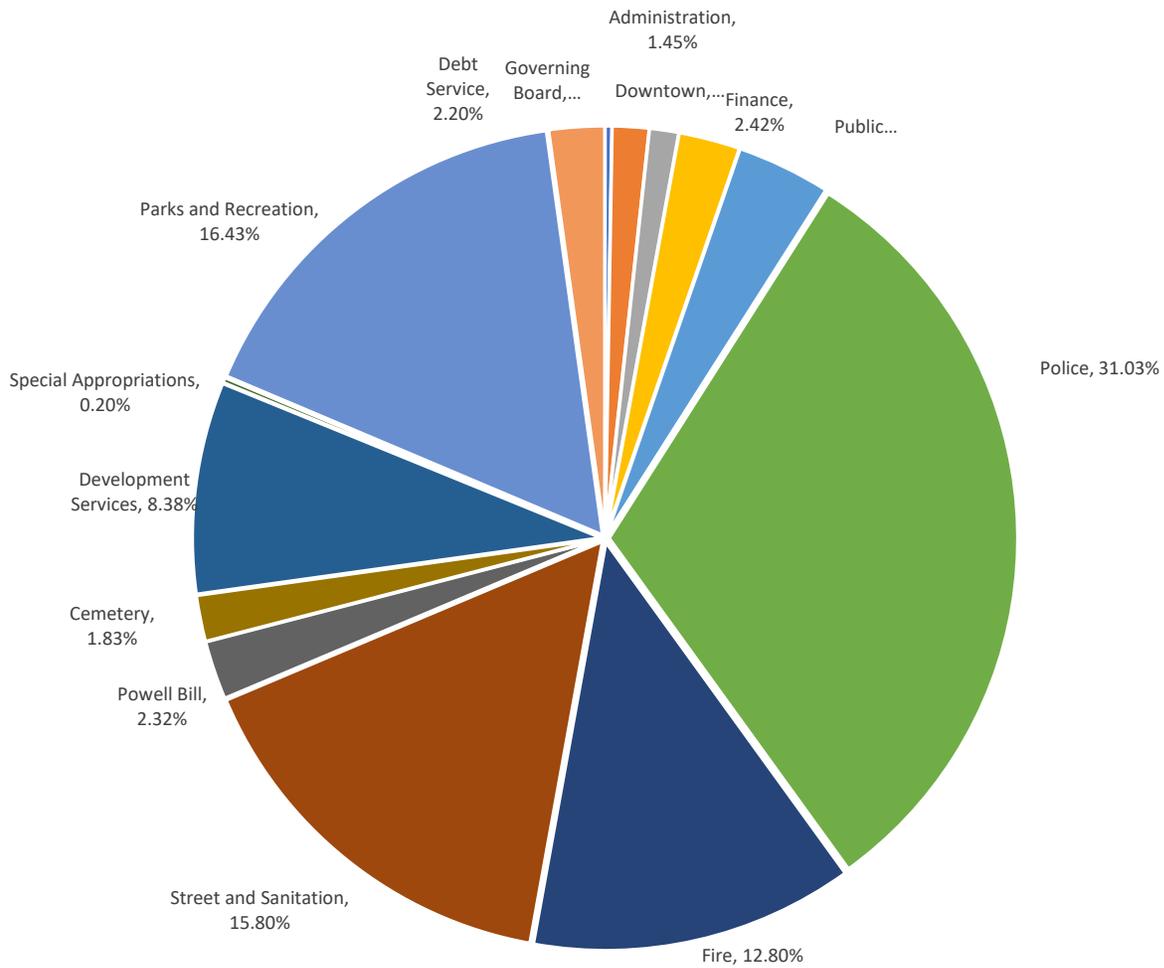
	FY22 Budget	FY23 Budget	FY24 Budget
<b>Revenues</b>			
General Fund	\$ 17,135,053	\$ 17,079,739	\$ 17,452,975
Water Fund	\$ 3,753,200	\$ 4,041,353	\$ 3,862,497
Sewer Fund	\$ 3,981,900	\$ 3,736,565	\$ 4,161,074
Electric Fund	\$ 10,730,854	\$ 10,029,179	\$ 11,402,059
<b>Total</b>	<b>\$ 35,601,007</b>	<b>\$ 34,886,836</b>	<b>\$ 36,878,605</b>
<b>Expenditures</b>			
General Fund	\$ 17,135,053	\$ 17,079,739	\$ 17,452,975
Water Fund	\$ 3,753,200	\$ 4,041,353	\$ 3,862,497
Sewer Fund	\$ 3,981,900	\$ 3,736,565	\$ 4,161,074
Electric Fund	\$ 10,730,854	\$ 10,029,179	\$ 11,402,059
<b>Total</b>	<b>\$ 35,601,007</b>	<b>\$ 34,886,836</b>	<b>\$ 36,878,605</b>

## Internal Service Fund

	FY22 Budget	FY23 Budget	FY24 Budget
<b>Revenues</b>			
Garage	\$ 813,049	\$ 876,612	\$ 1,117,900
<b>Total</b>	<b>\$ 813,049</b>	<b>\$ 876,612</b>	<b>\$ 1,117,900</b>
<b>Expenditures</b>			
Garage	\$ 813,049	\$ 876,612	\$ 1,117,900
<b>Total</b>	<b>\$ 813,049</b>	<b>\$ 876,612</b>	<b>\$ 1,117,900</b>

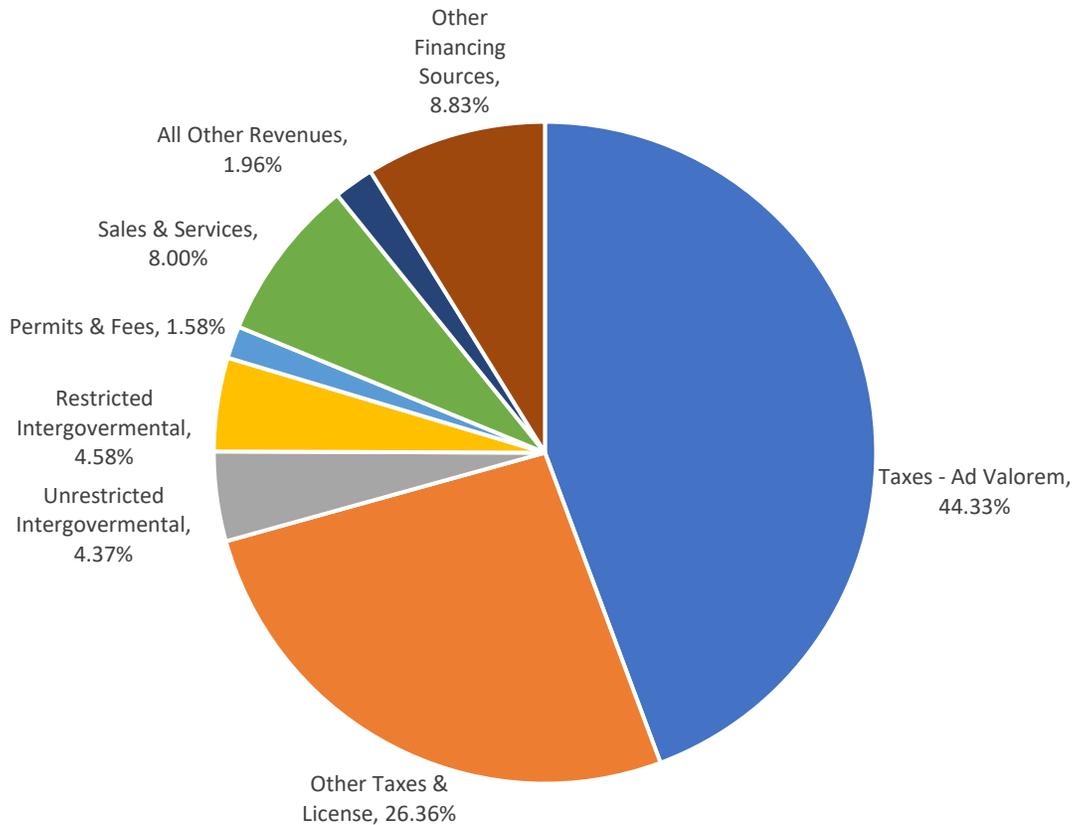
# General Fund

Department	Amount	Percent of Total
Governing Board	\$46,649	0.27%
Administration	\$253,135	1.45%
Downtown	\$201,010	1.15%
Finance	\$422,808	2.42%
Public Works	\$648,608	3.72%
Police	\$5,415,725	31.03%
Fire	\$2,234,620	12.80%
Street and Sanitation	\$2,757,960	15.80%
Powell Bill	\$405,000	2.32%
Cemetery	\$318,640	1.83%
Development Services	\$1,462,025	8.38%
Special Appropriations	\$35,000	0.20%
Parks and Recreation	\$2,868,295	16.43%
Debt Service	\$383,500	2.20%
<b>Total</b>	<b>\$17,452,975</b>	<b>100.00%</b>



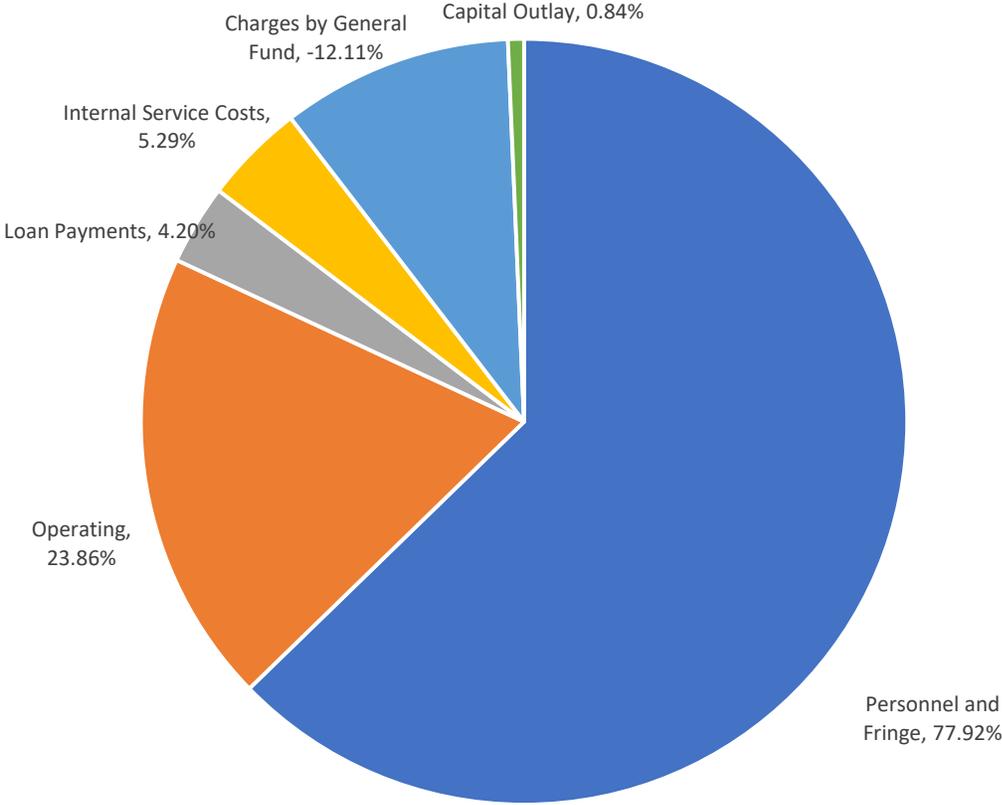
## General Fund Revenues

Revenues	Amount	Percent of Total
Taxes - Ad Valorem	\$7,736,550	44.33%
Other Taxes & License	\$4,600,150	26.36%
Unrestricted Intergovernmental	\$763,500	4.37%
Restricted Intergovernmental	\$798,500	4.58%
Permits & Fees	\$275,150	1.58%
Sales & Services	\$1,395,750	8.00%
All Other Revenues	\$342,100	1.96%
Other Financing Sources	\$1,541,275	8.83%
<b>Grand Total</b>	<b>\$17,452,975</b>	<b>100.00%</b>



# General Fund Expenditures

Expenditure Type	Amount	Percent of Total
<b>Personnel and Fringe</b>	\$13,598,884	77.92%
<b>Operating</b>	\$4,164,669	23.86%
<b>Loan Payments</b>	\$732,965	4.20%
<b>Internal Service Costs</b>	\$923,595	5.29%
<b>Charges by General Fund</b>	(\$2,113,138)	-12.11%
<b>Capital Outlay</b>	\$146,000	0.84%
<b>Grand Total</b>	<b>\$17,452,975</b>	<b>100.00%</b>

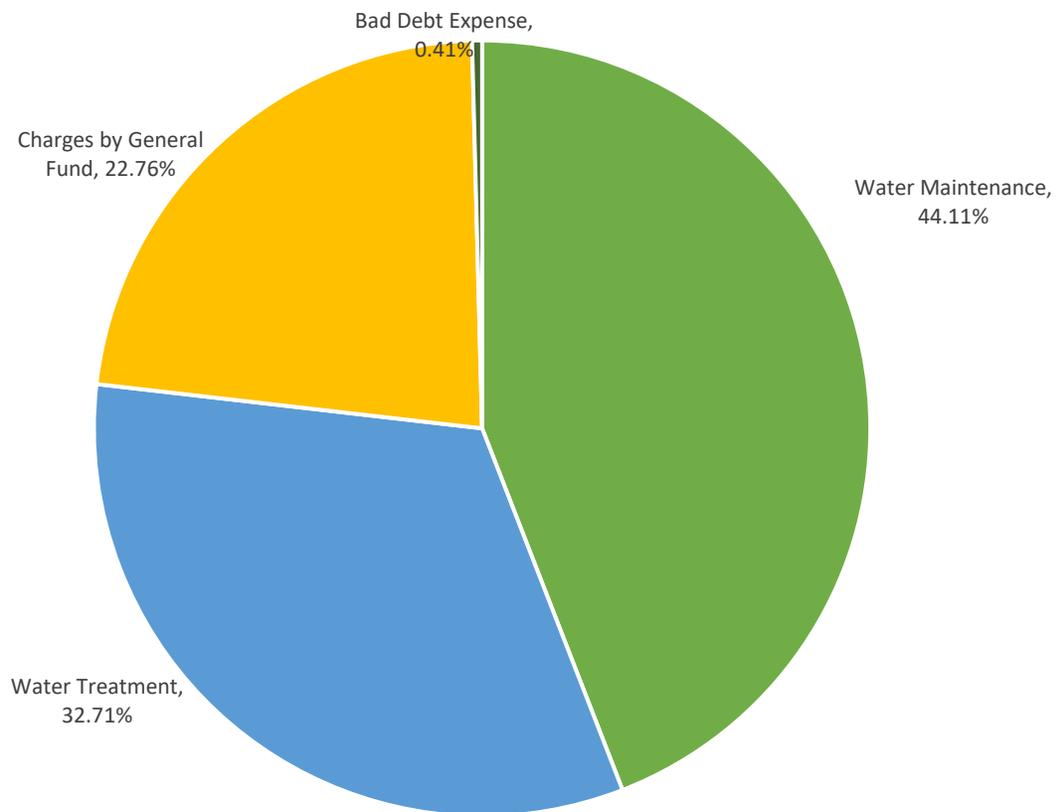


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# Water Fund

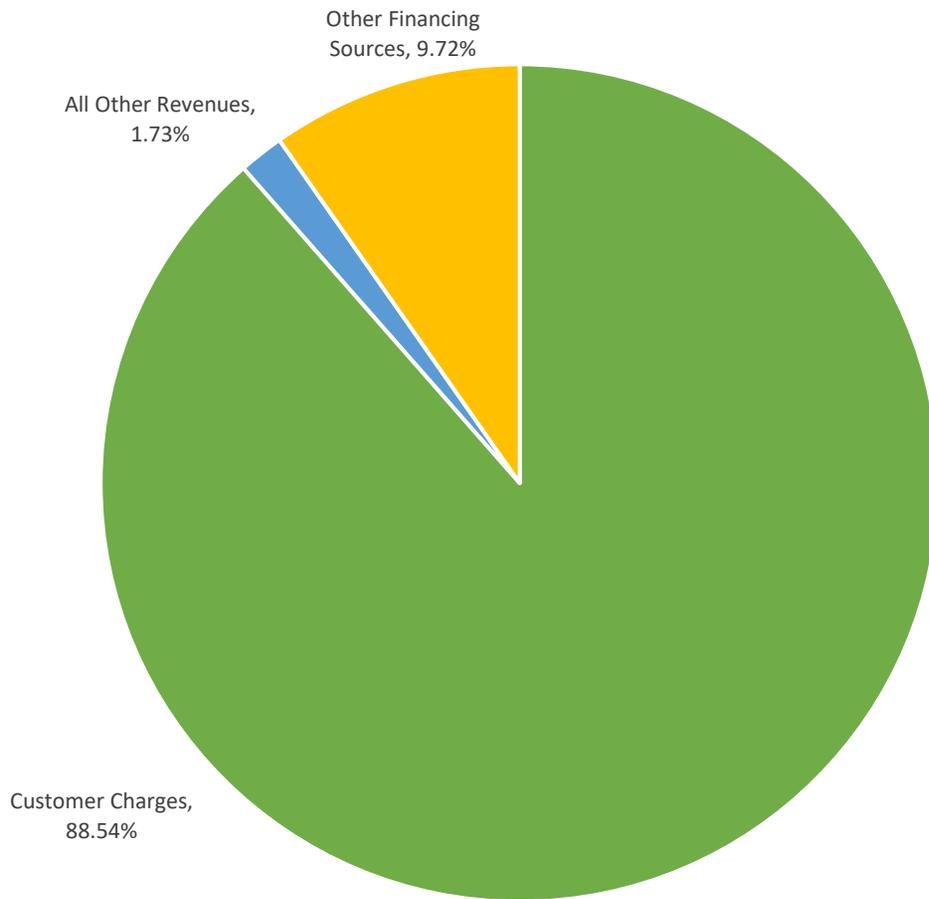
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Department	Amount	Percent of Total
Water Maintenance	\$1,703,735	44.11%
Water Treatment	\$1,263,530	32.71%
Charges by General Fund	\$879,232	22.76%
Bad Debt Expense	\$16,000	0.41%
<b>Total</b>	<b>\$3,862,497</b>	<b>100.00%</b>



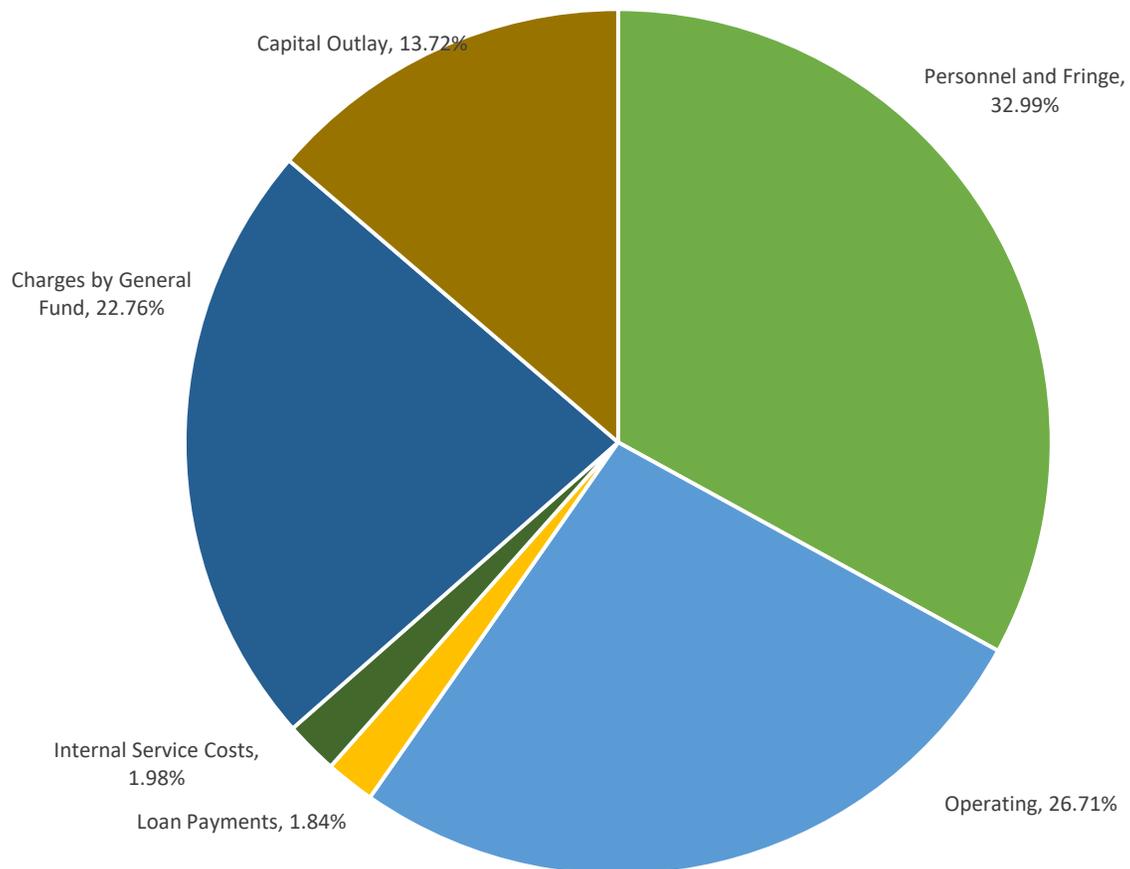
## Water Fund Revenues

Revenues	Amount	Percent of Total
Customer Charges	\$3,420,000	88.54%
All Other Revenues	\$67,000	1.73%
Other Financing Sources	\$375,497	9.72%
<b>Grand Total</b>	<b>\$3,862,497</b>	<b>100.00%</b>



## Water Fund Expenditures

Expenditure Type	Amount	Percent of Total
Personnel and Fringe	\$1,274,280	32.99%
Operating	\$1,031,700	26.71%
Loan Payments	\$71,000	1.84%
Internal Service Costs	\$76,285	1.98%
Charges by General Fund	\$879,232	22.76%
Capital Outlay	\$530,000	13.72%
<b>Grand Total</b>	<b>\$3,862,497</b>	<b>100.00%</b>

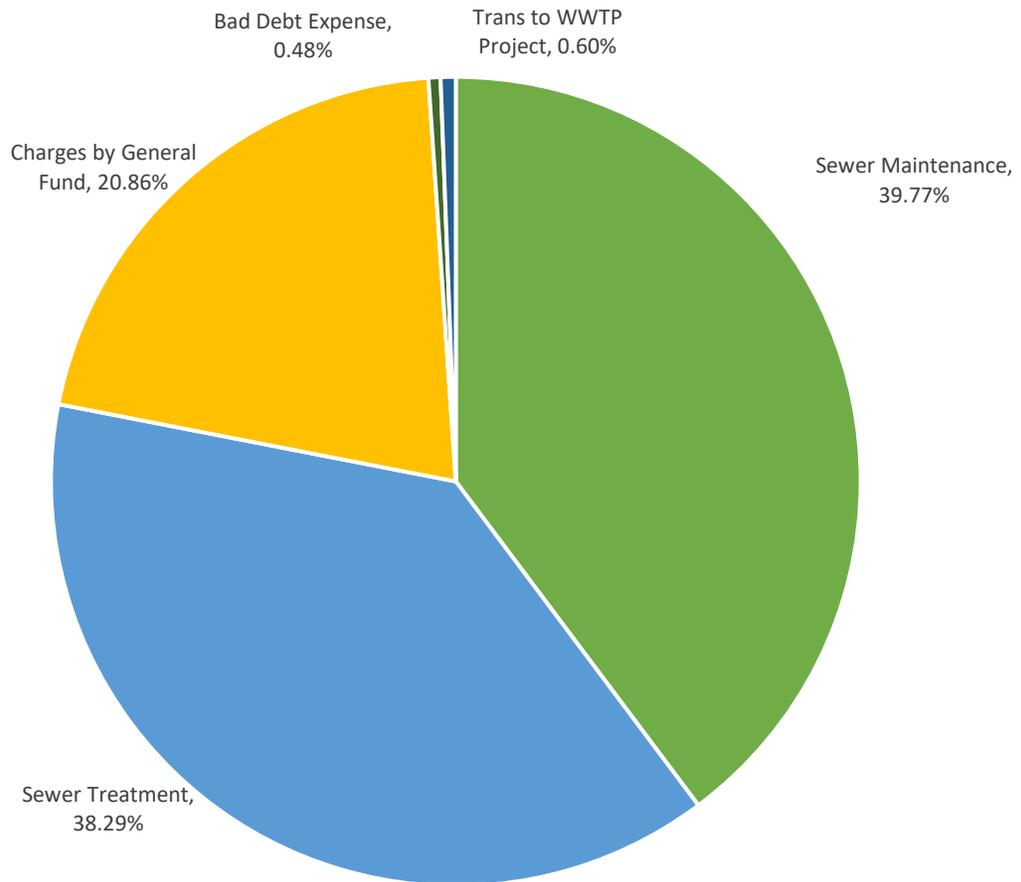


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# Sewer Fund

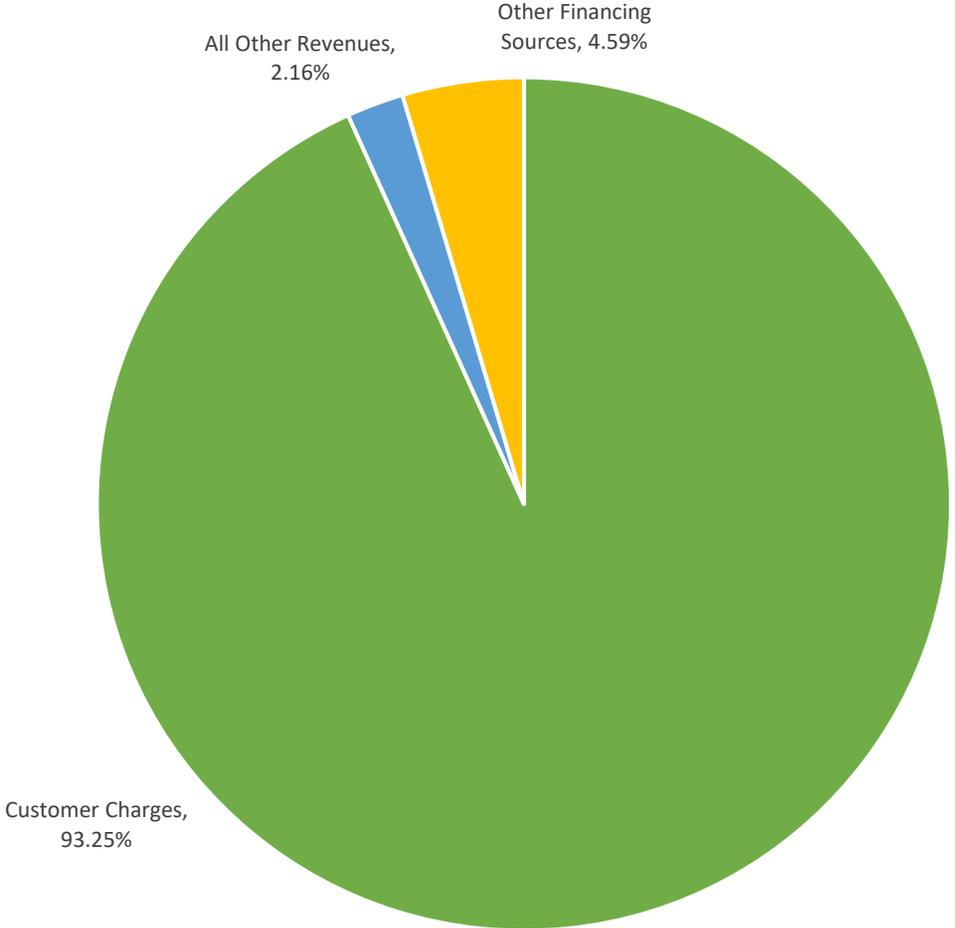
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Department	Amount	Percent of Total
Sewer Maintenance	\$1,655,015	39.77%
Sewer Treatment	\$1,593,110	38.29%
Charges by General Fund	\$867,949	20.86%
Bad Debt Expense	\$20,000	0.48%
Trans to WWTP Project	\$25,000	0.60%
<b>Total</b>	<b>\$4,161,074</b>	<b>100.00%</b>



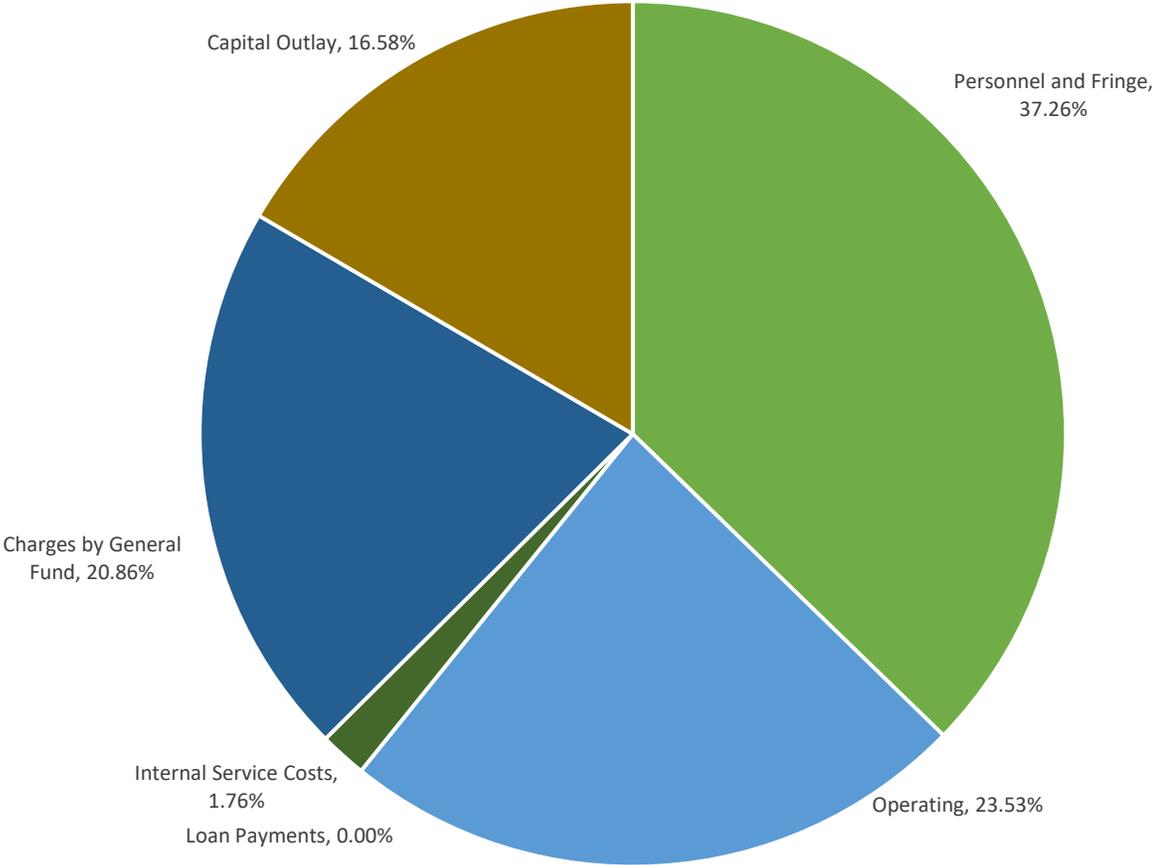
# Sewer Fund Revenues

Revenues	Amount	Percent of Total
Customer Charges	\$3,880,000	93.25%
All Other Revenues	\$90,000	2.16%
Other Financing Sources	\$191,074	4.59%
<b>Grand Total</b>	<b>\$4,161,074</b>	<b>100.00%</b>



# Sewer Fund Expenditures

Expenditure Type	Amount	Percent of Total
Personnel and Fringe	\$1,550,545	37.26%
Operating	\$979,300	23.53%
Loan Payments	\$0	0.00%
Internal Service Costs	\$73,280	1.76%
Charges by General Fund	\$867,949	20.86%
Capital Outlay	\$690,000	16.58%
<b>Grand Total</b>	<b>\$4,161,074</b>	<b>100%</b>

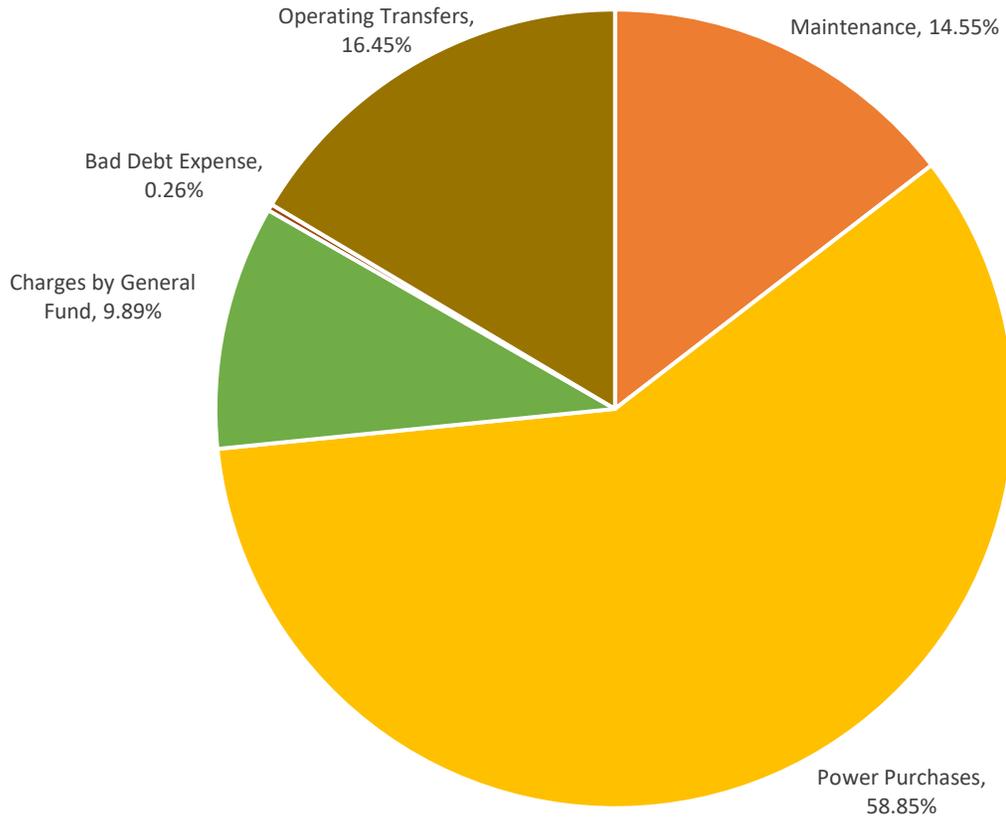


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# Electric Fund

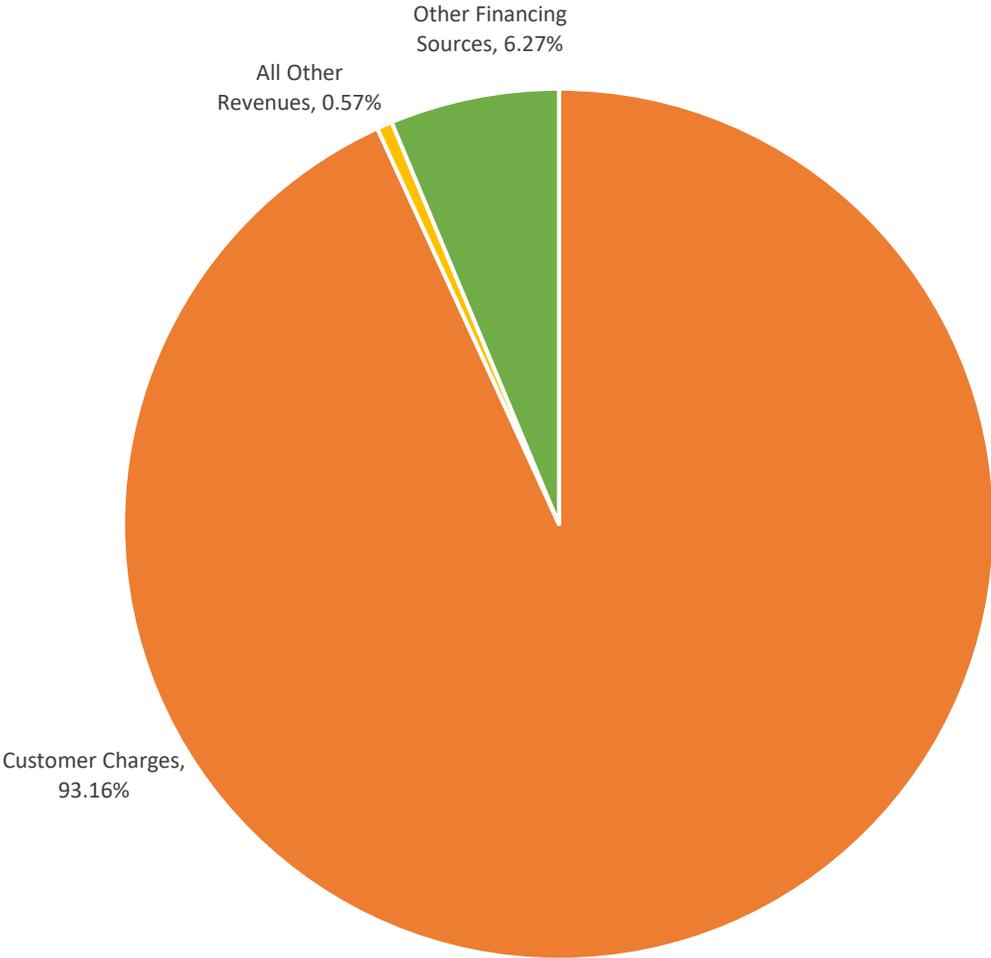
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Department	Amount	Percent of Total
Maintenance	\$1,659,145	14.55%
Power Purchases	\$6,710,000	58.85%
Charges by General Fund	\$1,127,314	9.89%
Bad Debt Expense	\$30,000	0.26%
Operating Transfers	\$1,875,600	16.45%
<b>Total</b>	<b>\$11,402,059</b>	<b>100.00%</b>



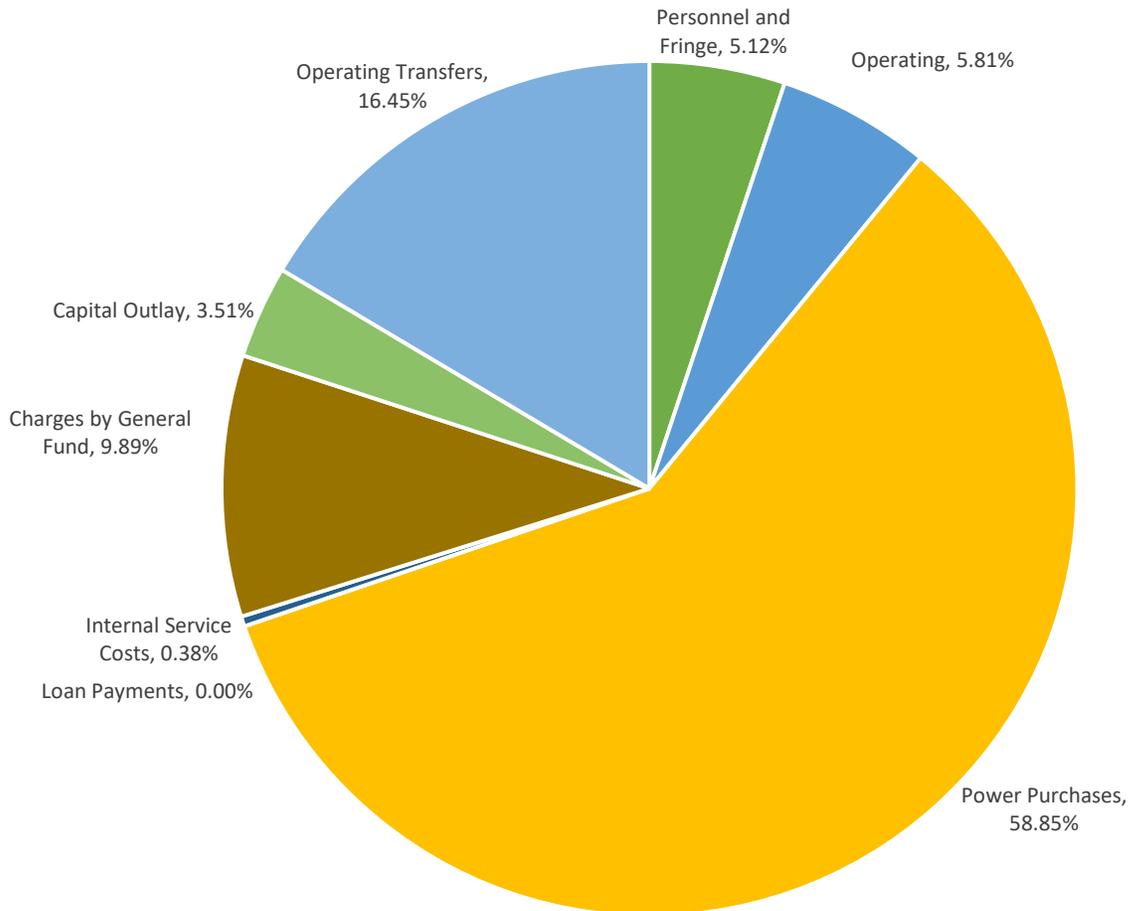
# Electric Fund Revenues

Revenues	Amount	Percent of Total
Customer Charges	\$10,621,800	93.16%
All Other Revenues	\$65,500	0.57%
Other Financing Sources	\$714,759	6.27%
<b>Grand Total</b>	<b>\$11,402,059</b>	<b>100.00%</b>



## Electric Fund Expenditures

Expenditure Type	Amount	Percent of Total
Personnel and Fringe	\$584,135	5.12%
Operating	\$662,150	5.81%
Power Purchases	\$6,710,000	58.85%
Loan Payments	\$0	0.00%
Internal Service Costs	\$42,860	0.38%
Charges by General Fund	\$1,127,314	9.89%
Capital Outlay	\$400,000	3.51%
Operating Transfers	\$1,875,600	16.45%
<b>Grand Total</b>	<b>\$11,402,059</b>	<b>100.00%</b>



# Line Item Budgets

## General Fund - Revenues

Account Description	FY23 Budget	FY24 Recommended
<b>AD VALOREM TAXES</b>		
Ad Valorem Taxes	\$ 6,364,000	\$ 6,426,400
DWA Taxes	106,350	106,400
Motor Vehicle Tax	466,000	500,000
MV Rental Tax	20,000	20,000
Municipal Vehicle Tax	-	-
Fire Tax	467,000	635,750
Ad Valorem Tax Refunds	(3,500)	(3,500)
Penalties And Interest	50,000	50,000
Advertising	1,500	1,500
<b>Total</b>	<b>7,471,350</b>	<b>7,736,550</b>
<b>OTHER TAXES</b>		
Sales Tax	4,220,000	4,500,000
Cable Television Tax	100,000	100,000
Business Registration	150	150
Privilege License Tax	-	0
<b>Total</b>	<b>4,320,150</b>	<b>4,600,150</b>
<b>UNRESTRICTED INTERGOVERNMENTAL</b>		
Beer and Wine Tax	42,000	40,000
Court Facilities Fees	1,500	1,500
Franchise Tax	742,000	722,000
<b>Total</b>	<b>785,500</b>	<b>763,500</b>
<b>RESTRICTED INTERGOVERNMENTAL</b>		
Powell Bill Revenue	325,000	390,000
MUNICIPAL VEHICLE TAX-STREETS	-	-
Other Police Grants	40,000	-
SOLID WASTE DISPOSAL TAX DIST.	7,500	7,500
Investment Earnings-PowellBill	-	1,000
Stormwater Grant	-	400,000
Misc Grant	17,500	-
UNAUTH SUB-TAX DIST. NEW LAW	-	-
<b>Total</b>	<b>390,000</b>	<b>798,500</b>
<b>PERMITS AND FEES</b>		
Building Permits	200,000	175,000
Connect & Reconnect Fees	50,000	50,000
Late Payment Penalties	20,000	30,000
Sign Permits	3,500	4,000
Planning Fees	7,500	10,000
Occupancy Use Fees	3,000	3,000
Clean Up/Demolition Revenue	1,000	1,000

Civil Penalties - Ord 14-10	250	-
Rezoning Fees	1,000	1,000
ABC Inspection	750	750
Fire Inspections	300	300
STREET PERFORMER PERMIT	-	-
TEMPORARY USE - FOOD TRUCKS	300	500
Homeowners Recovery Fund	(400)	(400)
<b>Total</b>	<b>287,200</b>	<b>275,150</b>

#### **SALES & SERVICES**

Adult & Children Programs	80,000	115,000
ADULT AND CHILDREN - ARMORY	10,000	10,000
Cemetery After Hours Call Out	600	500
Cemetery Lot Sales	20,000	22,000
CHILD CARE	-	-
COLUMBARIUM SALES	2,000	2,000
Commercial Sanitation Fees	125,000	115,000
Cremation Open / Close	3,000	1,000
CREMATION SPACE - IN GROUND	1,500	1,750
DAILY PASSES - RECREATION DEPT	70,000	70,000
DWC Revenue	20,000	30,000
FACILITY RENTAL-ARMORY	1,000	1,500
Police Contract Services	105,000	170,000
REC- RESALE - VENDING & OTHER	750	1,500
RECREATION - COMMISSIONS	500	500
RECREATION MEMBERSHIPS	250,000	255,000
RECREATION RENTAL	25,000	25,000
RESIDENTIAL SANITATION	520,000	575,000
<b>Total</b>	<b>1,234,350</b>	<b>1,395,750</b>

#### **OTHER REVENUES**

Bad Check Charges	1,500	2,000
Cash Over (Short)	-	-
Contribution/Donations	-	-
MEMORIAL CONTRIBUTION/DONATION	-	-
Miscellaneous Revenue	30,000	30,000
NOISE ORDINANCE VIOLATION	-	-
Parking Tickets	100	100
PUBLIC ART DONATIONS	7,500	5,000
Rents	80,000	80,000
Sale of Materials/Fixed Assets	30,000	25,000
TOW PUBLIC ART DONATION	-	-
Investment Income	4,500	200,000
<b>Total</b>	<b>153,600</b>	<b>342,100</b>

#### **OTHER FINANCING SOURCES**

ABC Distribution - General	87,000	100,000
ABC Distribution - Law Enf.	36,000	36,000
ABC Distribution - Rehab	28,000	30,000

Fund Balance App. Powell Bill	55,000	15,000
Fund Balance Appropriated	955,989	14,675
Proceeds From Capital Lease	-	-
TRANSFER FROM CEMETERY FUND	-	70,000
Transfer From Electric Fund	1,275,600	1,275,600
<b>Total</b>	<b>2,437,589</b>	<b>1,541,275</b>
<b>General Fund Total</b>	<b>\$ 17,079,739</b>	<b>\$ 17,452,975</b>

## General Fund - Expenditures

ACCOUNT ID	Description	FY23 Budget	FY24 Recommended
<b>Governing Board</b>			
10-4110-00-511210	Regular Pay	\$ 44,218	\$ 44,215
10-4110-00-511810	FICA	\$ 3,382	\$ 3,382
10-4110-00-511830	Hospital Expense	\$ 62,750	\$ 55,000
10-4110-00-511832	Life Insurance Expense	\$ 252	\$ 252
10-4110-00-511833	Dental Insurance	\$ 1,136	\$ 2,400
10-4110-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 9,000	\$ 6,800
10-4110-00-511850	Unemployment Ins. Expense	\$ 100	\$ 50
10-4110-00-511860	Workers Comp. Expense	\$ 1,000	\$ 1,000
10-4110-00-521920	Legal Fees	\$ -	\$ 15,000
10-4110-00-521990	Prof. Services/Consultant Fees	\$ 15,000	\$ 1,500
10-4110-00-532920	Materials And Supplies	\$ 8,000	\$ 8,000
10-4110-00-533180	Travel And Training	\$ 2,000	\$ 2,000
10-4110-00-533210	Telephone	\$ 110	\$ -
10-4110-00-533990	Election Services Contract	\$ -	\$ 15,000
10-4110-00-534510	Property And Gen. Liab. Ins.	\$ 3,652	\$ 6,000
10-4110-00-534580	Other Insurance Costs	\$ -	\$ -
10-4110-00-534910	Dues Memberships And Subscript	\$ 24,000	\$ 26,000
10-4110-00-548000	Charges to other funds	\$ (130,950)	\$ (139,950)
10-4110-00-548100	Internal Service Costs	\$ 7,893	
	<b>Governing Board Total</b>	<b>\$ 51,543</b>	<b>\$ 46,649</b>
<b>Administration</b>			
10-4120-00-511210	Regular Pay	\$ 330,800	\$ 440,400
10-4120-00-511220	Overtime Pay	\$ -	\$ -
10-4120-00-511230	Temporary And Part Time Pay	\$ 2,000	\$ 2,000
10-4120-00-511810	FICA	\$ 25,459	\$ 33,850
10-4120-00-511820	Retirement Expense	\$ 40,225	\$ 53,545
10-4120-00-511825	401K EXPENSE-ADMINISTRATION	\$ 16,540	\$ 22,025
10-4120-00-511830	Hospital Expense	\$ 63,250	\$ 60,000
10-4120-00-511831	Retired Employee Ins. Exp	\$ 7,370	\$ 16,200
10-4120-00-511832	Life Insurance Expense	\$ 420	\$ 750
10-4120-00-511833	Dental Insurance	\$ 758	\$ 2,500
10-4120-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 9,090	\$ 6,800
10-4120-00-511841	HEALTH REIMBURS EXP - RET	\$ 1,280	\$ 2,725
10-4120-00-511845	HEALTH AND WELLNESS	\$ 15,000	\$ 10,000
10-4120-00-511850	Unemployment Ins. Expense	\$ 500	\$ 500
10-4120-00-511860	Workers Comp. Expense	\$ 6,400	\$ 6,500
10-4120-00-521920	Legal Fees	\$ 45,000	\$ 30,000
10-4120-00-521930	Deductibles & Medical Fees	\$ 35,000	\$ 30,000
10-4120-00-521990	Prof. Services/Consultant Fees	\$ 25,000	\$ 40,000
10-4120-00-532120	Uniform Expense	\$ -	\$ 1,500
10-4120-00-532510	Gas	\$ 900	\$ 1,050
10-4120-00-532520	Tires	\$ 170	\$ 230
10-4120-00-532530	Vehicle Repairs/Maintenance	\$ 1,100	\$ 1,460
10-4120-00-532920	Materials And Supplies	\$ 15,000	\$ 15,000
10-4120-00-532930	Data Processing Supplies	\$ 15,000	\$ 15,000
10-4120-00-533180	Travel And Training	\$ 15,000	\$ 20,000
10-4120-00-533210	Telephone	\$ 5,000	\$ 14,500

10-4120-00-533250	Postage	\$ 50,000	\$ 55,000
10-4120-00-533520	Equipment Repairs/Maintenance	\$ 20,000	\$ 15,000
10-4120-00-533700	Other Advertising	\$ 9,000	\$ 5,000
10-4120-00-533910	Legal Notice	\$ 4,500	\$ 4,000
10-4120-00-534390	Equipment Rentals	\$ 1,500	\$ 1,600
10-4120-00-534490	Other Contractual Service	\$ 40,000	\$ 25,000
10-4120-00-534510	Property And Gen. Liab. Ins.	\$ 2,954	\$ 5,000
10-4120-00-534520	Vehicle Insurance	\$ 1,110	\$ 500
10-4120-00-534910	Dues Memberships And Subscript	\$ 5,000	\$ 10,000
10-4120-00-534990	Miscellaneous	\$ 10,000	\$ 10,000
10-4120-00-545400	Vehicles	\$ -	\$ -
10-4120-00-545500	Equipment	\$ -	\$ -
10-4120-00-545900	Capital Improvements	\$ -	\$ -
10-4120-00-546000	LOAN PAYMENTS	\$ -	\$ -
10-4120-00-548000	Charges to other funds	\$ (622,390)	\$ (704,500)
10-4120-00-548100	Internal Service Costs	\$ 37,503	\$ -
	<b>Administration Total</b>	<b>\$ 235,439</b>	<b>\$ 253,135</b>
<b>Downtown</b>			
10-4125-00-511210	Regular Pay	\$ 51,600	\$ 55,000
10-4125-00-511230	Temporary And Part Time Pay	\$ -	\$ 16,000
10-4125-00-511810	FICA	\$ 3,947	\$ 5,450
10-4125-00-511820	Retirement Expense	\$ 6,244	\$ 6,690
10-4125-00-511825	401K Expense	\$ 2,580	\$ 2,750
10-4125-00-511830	Hospital Expense	\$ 8,100	\$ 8,100
10-4125-00-511831	Retired Employee Ins. Exp	\$ -	\$ -
10-4125-00-511832	Life Insurance Expense	\$ 120	\$ 170
10-4125-00-511833	Dental Insurance	\$ -	\$ 650
10-4125-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ -	\$ 1,400
10-4125-00-511841	HEALTH REIMBURS EXP - RET	\$ -	\$ -
10-4125-00-511850	Unemployment Ins. Expense	\$ 250	\$ 100
10-4125-00-511860	Workers Comp. Expense	\$ 250	\$ 200
10-4125-00-521920	Legal Fees	\$ -	\$ 1,500
10-4125-00-521990	Prof. Services/Consultant Fees	\$ 15,000	\$ 27,000
10-4125-00-532120	Uniform Expense		\$ 400
10-4125-00-532920	Materials And Supplies	\$ 15,000	\$ 18,000
10-4125-00-533180	Travel And Training	\$ 10,000	\$ 10,000
10-4125-00-533210	Telephone	\$ -	\$ 1,600
10-4125-00-533520	Equipment Repairs/Maintenance	\$ -	\$ -
10-4125-00-533700	Other Advertising	\$ 15,000	\$ 20,000
10-4125-00-534390	Equipment Rentals	\$ 5,000	\$ 8,000
10-4125-00-534490	Other Contractual Service	\$ 15,000	\$ 15,000
10-4125-00-534910	Dues Memberships And Subscript	\$ 20,000	\$ 2,000
10-4125-00-534990	Miscellaneous	\$ 3,589	\$ 1,000
10-4125-00-545400	Vehicles	\$ -	\$ -
10-4125-00-545500	Equipment	\$ -	\$ -
10-4125-00-545900	Capital Improvements	\$ 17,500	\$ -
	<b>Downtown Total</b>	<b>\$ 189,180</b>	<b>\$ 201,010</b>
<b>Finance</b>			
10-4130-00-511210	Regular Pay	\$ 532,000	\$ 789,570
10-4130-00-511220	Overtime Pay	\$ 6,500	\$ 13,000
10-4130-00-511230	Temporary And Part Time Pay	\$ 20,000	\$ 33,000

10-4130-00-511810	FICA	\$ 42,725	\$ 63,925
10-4130-00-511820	Retirement Expense	\$ 65,482	\$ 96,010
10-4130-00-511825	401K EXPENSE-FINANCE	\$ 26,925	\$ 39,480
10-4130-00-511830	Hospital Expense	\$ 111,000	\$ 170,000
10-4130-00-511831	Retired Employee Ins. Exp	\$ 21,050	\$ 16,200
10-4130-00-511832	Life Insurance Expense	\$ 1,260	\$ 1,500
10-4130-00-511833	Dental Insurance	\$ 3,030	\$ 5,200
10-4130-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 24,320	\$ 23,100
10-4130-00-511841	HEALTH REIMBURS EXP - RET	\$ 1,280	\$ 2,725
10-4130-00-511850	Unemployment Ins. Expense	\$ 800	\$ 1,000
10-4130-00-511860	Workers Comp. Expense	\$ 12,000	\$ 14,000
10-4130-00-521910	Accounting	\$ 65,000	\$ 65,000
10-4130-00-521940	County Tax Collection Fees	\$ 17,800	\$ 18,000
10-4130-00-521990	Prof. Services/Consultant Fees	\$ 18,000	\$ 20,000
10-4130-00-532120	Uniform Expense	\$ 3,000	\$ 7,400
10-4130-00-532510	Gas	\$ 6,150	\$ 7,175
10-4130-00-532520	Tires	\$ 1,360	\$ 1,900
10-4130-00-532530	Vehicle Repairs/Maintenance	\$ 9,080	\$ 12,000
10-4130-00-532920	Materials And Supplies	\$ 24,000	\$ 44,700
10-4130-00-533180	Travel And Training	\$ 10,000	\$ 17,400
10-4130-00-533210	Telephone	\$ 5,700	\$ 8,600
10-4130-00-533310	Electricity	\$ -	\$ 12,000
10-4130-00-533330	Propane Gas	\$ -	\$ 10,000
10-4130-00-533340	Water	\$ -	\$ 500
10-4130-00-533350	Sewer	\$ -	\$ 600
10-4130-00-533410	Printing	\$ 30,000	\$ 30,000
10-4130-00-533510	Building Repairs & Maintenance	\$ -	\$ 4,500
10-4130-00-533520	Equipment Repairs/Maintenance	\$ 110,950	\$ 127,500
10-4130-00-533700	Other Advertising	\$ 3,800	\$ 4,000
10-4130-00-534390	Equipment Rentals	\$ -	\$ 1,500
10-4130-00-534510	Property And Gen. Liab. Ins.	\$ 8,030	\$ 16,200
10-4130-00-534520	Vehicle Insurance	\$ 740	\$ 1,811
10-4130-00-534530	Bonds	\$ 1,500	\$ 6,000
10-4130-00-534910	Dues Memberships And Subscript	\$ 800	\$ 1,000
10-4130-00-534920	Bad Debt Expense	\$ 4,000	\$ 5,000
10-4130-00-545400	Vehicles	\$ -	\$ -
10-4130-00-545500	Equipment	\$ -	\$ -
10-4130-00-546000	LOAN PAYMENTS		\$ -
10-4130-00-548000	Charges to other funds	\$ (940,520)	\$ (1,268,688)
10-4130-00-548100	Internal Service Costs	\$ 53,055	\$ -
	<b>Finance Total</b>	<b>\$ 300,817</b>	<b>\$ 422,808</b>
<b>Public Works</b>			
10-4260-00-511210	Regular Pay	\$ -	\$ 411,700
10-4260-00-511220	Overtime Pay	\$ -	\$ 3,500
10-4260-00-511230	Temporary And Part Time Pay	\$ -	\$ 1,000
10-4260-00-511810	FICA	\$ -	\$ 31,850
10-4260-00-511820	Retirement Expense	\$ -	\$ 50,055
10-4260-00-511825	401K-EXPENSE-PUBLIC BUILDINGS	\$ -	\$ 20,600
10-4260-00-511830	Hospital Expense	\$ -	\$ 84,000
10-4260-00-511831	Retired Employee Ins. Exp	\$ -	\$ 8,100
10-4260-00-511832	Life Insurance Expense	\$ -	\$ 1,000

10-4260-00-511833	Dental Insurance	\$ -	\$ 2,000
10-4260-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ -	\$ 9,500
10-4260-00-511841	HEALTH REIMBURS EXP - RET	\$ -	\$ 1,400
10-4260-00-511850	Unemployment Ins. Expense	\$ -	\$ 750
10-4260-00-511860	Workers Comp. Expense	\$ -	\$ 9,000
10-4260-00-521920	Legal Fees	\$ -	\$ 5,000
10-4260-00-521990	Prof. Services/Consultant Fees	\$ -	\$ 19,000
10-4260-00-532120	Uniform Expense	\$ -	\$ 8,000
10-4260-00-532510	Gas	\$ -	\$ 7,000
10-4260-00-532520	Tires	\$ -	\$ 2,120
10-4260-00-532530	Vehicle Repairs/Maintenance	\$ -	\$ 13,390
10-4260-00-532920	Materials And Supplies	\$ -	\$ 70,000
10-4260-00-533180	Travel And Training	\$ -	\$ 11,500
10-4260-00-533210	Telephone	\$ -	\$ 12,000
10-4260-00-533310	Electricity	\$ -	\$ 65,000
10-4260-00-533330	Propane Gas	\$ -	\$ -
10-4260-00-533340	Water	\$ -	\$ 1,000
10-4260-00-533350	SEWER	\$ -	\$ 1,100
10-4260-00-533360	COMMERCIAL FEE/OR DUMPSTE	\$ -	\$ -
10-4260-00-533510	Building Repairs & Maintenance	\$ -	\$ 35,000
10-4260-00-533520	Equipment Repairs/Maintenance	\$ -	\$ 10,500
10-4260-00-534110	Lease Parking	\$ -	\$ 26,000
10-4260-00-534120	Lease Bldg.	\$ -	\$ -
10-4260-00-534490	Other Contractual Service	\$ -	\$ 335,000
10-4260-00-534510	Property And Gen. Liab. Ins.	\$ -	\$ 5,000
10-4260-00-534520	Vehicle Insurance	\$ -	\$ 2,500
10-4260-00-534910	Dues Memberships And Subscript	\$ -	\$ 12,600
10-4260-00-545400	Vehicles	\$ -	\$ -
10-4260-00-545900	Capital Improvements	\$ -	\$ 25,000
10-4260-00-546000	LOAN PAYMENTS	\$ -	\$ 108,800
10-4260-00-548000	Charges to other funds	\$ -	\$ (761,357)
	<b>Public Works Total</b>	<b>\$ -</b>	<b>\$ 648,608</b>
<b>Police Dept</b>			
10-4310-00-511210	Regular Pay	\$ 2,340,000	\$ 2,594,000
10-4310-00-511220	Overtime Pay	\$ 150,000	\$ 175,000
10-4310-00-511230	Temporary And Part Time Pay	\$ 105,000	\$ 125,000
10-4310-00-511280	Separation Pay - Police	\$ 111,000	\$ 97,000
10-4310-00-511290	Police Contract Service Exp.	\$ -	\$ -
10-4310-00-511810	FICA	\$ 207,009	\$ 228,800
10-4310-00-511820	Retirement Expense	\$ 326,190	\$ 338,260
10-4310-00-511825	401K Expense-Police	\$ 124,500	\$ 129,700
10-4310-00-511830	Hospital Expense	\$ 655,000	\$ 600,000
10-4310-00-511831	Retired Employee Ins. Exp	\$ 80,990	\$ 105,280
10-4310-00-511832	Life Insurance Expense	\$ 4,452	\$ 6,500
10-4310-00-511833	Dental Insurance	\$ 8,712	\$ 14,000
10-4310-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 100,500	\$ 67,800
10-4310-00-511841	HEALTH REIMBURS EXP - RET	\$ 14,020	\$ 17,650
10-4310-00-511850	Unemployment Ins. Expense	\$ 3,600	\$ 3,500
10-4310-00-511860	Workers Comp. Expense	\$ 50,000	\$ 60,000
10-4310-00-513920	Laundry & Cleaning Allowance	\$ 14,500	\$ 14,500
10-4310-00-521990	Prof. Services/Consultant Fees	\$ 16,000	\$ 20,000

10-4310-00-532120	Uniform Expense	\$ 46,600	\$ 46,000
10-4310-00-532510	Gas	\$ 102,000	\$ 119,000
10-4310-00-532520	Tires	\$ 24,670	\$ 34,530
10-4310-00-532530	Vehicle Repairs/Maintenance	\$ 164,980	\$ 218,030
10-4310-00-532920	Materials And Supplies	\$ 130,000	\$ 130,000
10-4310-00-532940	PD Civilian Volunteers	\$ -	\$ 4,000
10-4310-00-533180	Travel And Training	\$ 30,000	\$ 36,000
10-4310-00-533210	Telephone	\$ 34,700	\$ 34,000
10-4310-00-533310	Electricity	\$ 1,500	\$ 1,500
10-4310-00-533520	Equipment Repairs/Maintenance	\$ 60,000	\$ 60,000
10-4310-00-534390	Equipment Rentals	\$ 13,000	\$ 13,500
10-4310-00-534510	Property And Gen. Liab. Ins.	\$ 29,895	\$ 49,000
10-4310-00-534520	Vehicle Insurance	\$ 19,250	\$ 10,000
10-4310-00-534580	Other Insurance Costs	\$ 11,700	\$ 10,000
10-4310-00-534910	Dues Memberships And Subscript	\$ 25,000	\$ 26,000
10-4310-00-534995	Special Operations Expense	\$ 6,000	\$ 10,000
10-4310-00-545400	Vehicles	\$ 252,210	\$ -
10-4310-00-545500	Equipment	\$ 20,865	\$ 7,175
10-4310-00-545900	Capital Improvements	\$ 105,000	\$ -
10-4310-00-546000	LOAN PAYMENTS	\$ -	\$ -
10-4310-00-548100	Internal Service Costs	\$ 240,199	\$ -
10-4315-545500-50014	Equipment - K9 grant	\$ -	\$ 10,000
	<b>Police Total</b>	<b>\$ 5,629,042</b>	<b>\$ 5,415,725</b>
<b>Fire Dept</b>			
10-4340-00-511210	Regular Pay	\$ 907,000	\$ 961,870
10-4340-00-511220	Overtime Pay	\$ 10,000	\$ 10,000
10-4340-00-511230	Temporary And Part Time Pay	\$ 125,000	\$ 100,000
10-4340-00-511240	Volunteer Pay	\$ 25,000	\$ 20,000
10-4340-00-511810	FICA	\$ 81,626	\$ 83,530
10-4340-00-511820	Retirement Expense	\$ 111,507	\$ 116,970
10-4340-00-511825	401K Expense-FIRE DEPARTMENT	\$ 45,850	\$ 48,100
10-4340-00-511830	Hospital Expense	\$ 310,400	\$ 250,000
10-4340-00-511831	Retired Employee Ins. Exp	\$ 8,560	\$ 8,100
10-4340-00-511832	Life Insurance Expense	\$ 1,596	\$ 2,500
10-4340-00-511833	Dental Insurance	\$ 4,167	\$ 7,200
10-4340-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 44,490	\$ 25,800
10-4340-00-511841	HEALTH REIMBURS EXP - RET	\$ 1,280	\$ 1,360
10-4340-00-511850	Unemployment Ins. Expense	\$ 1,400	\$ 1,400
10-4340-00-511860	Workers Comp. Expense	\$ 19,400	\$ 30,000
10-4340-00-513920	Laundry & Cleaning Allowance	\$ 6,840	\$ 6,840
10-4340-00-521940	Tax Collection & Advertising Fees	\$ -	\$ 1,500
10-4340-00-521990	Prof. Services/Consultant Fees	\$ 27,400	\$ 29,670
10-4340-00-532120	Uniform Expense	\$ 17,000	\$ 18,000
10-4340-00-532510	Gas	\$ 24,000	\$ 28,000
10-4340-00-532520	Tires	\$ 5,900	\$ 8,260
10-4340-00-532530	Vehicle Repairs/Maintenance	\$ 39,480	\$ 52,170
10-4340-00-532920	Materials And Supplies	\$ 95,500	\$ 99,500
10-4340-00-533180	Travel And Training	\$ 17,000	\$ 17,000
10-4340-00-533210	Telephone	\$ 12,500	\$ 12,500
10-4340-00-533310	Electricity	\$ 18,000	\$ 19,000
10-4340-00-533320	Fuel Oil	\$ 1,000	\$ 1,000

10-4340-00-533340	WATER	\$	700	\$	500
10-4340-00-533350	SEWER	\$	850	\$	800
10-4340-00-533360	DUMPSTER FEE	\$	2,000	\$	2,800
10-4340-00-533510	Building Repairs & Maintenance	\$	15,000	\$	15,000
10-4340-00-533520	Equipment Repairs/Maintenance	\$	49,500	\$	51,000
10-4340-00-534390	Equipment Rentals	\$	1,250	\$	1,250
10-4340-00-534510	Property And Gen. Liab. Ins.	\$	23,000	\$	38,000
10-4340-00-534520	Vehicle Insurance	\$	4,460	\$	4,000
10-4340-00-534580	Other Insurance Costs	\$	770	\$	500
10-4340-00-534910	Dues Memberships And Subscript	\$	5,895	\$	8,500
10-4340-00-545100	Land Purchase	\$	-	\$	-
10-4340-00-545400	Vehicles	\$	-	\$	-
10-4340-00-545500	Equipment	\$	75,000	\$	-
10-4340-00-545900	Capital Improvements	\$	400,000	\$	-
10-4340-00-546000	LOAN PAYMENTS	\$	125,147	\$	152,000
10-4340-00-548100	Internal Service Costs	\$	119,697	\$	-
	<b>Fire Total</b>	<b>\$</b>	<b>2,785,165</b>	<b>\$</b>	<b>2,234,620</b>
<b>Streets &amp; Sanitation</b>					
10-4510-00-511210	Regular Pay	\$	840,000	\$	955,000
10-4510-00-511220	Overtime Pay	\$	25,000	\$	30,000
10-4510-00-511230	Temporary And Part Time Pay	\$	20,000	\$	10,000
10-4510-00-511810	FICA	\$	67,703	\$	76,000
10-4510-00-511820	Retirement Expense	\$	105,184	\$	117,450
10-4510-00-511825	401K Expense-STREETS AND SANT	\$	43,250	\$	48,100
10-4510-00-511830	Hospital Expense	\$	328,600	\$	295,000
10-4510-00-511831	Retired Employee Ins. Exp	\$	36,850	\$	24,300
10-4510-00-511832	Life Insurance Expense	\$	2,100	\$	2,500
10-4510-00-511833	Dental Insurance	\$	7,576	\$	10,500
10-4510-00-511840	HEALTH REIMBURS EXPENSE - REG	\$	46,370	\$	33,900
10-4510-00-511841	HEALTH REIMBURS EXP - RET	\$	6,390	\$	4,100
10-4510-00-511850	Unemployment Ins. Expense	\$	1,380	\$	1,000
10-4510-00-511860	Workers Comp. Expense	\$	18,000	\$	25,000
10-4510-00-521990	Prof. Services/Consultant Fees	\$	50,000	\$	50,000
10-4510-00-532120	Uniform Expense	\$	18,000	\$	25,000
10-4510-00-532510	Gas	\$	96,000	\$	112,000
10-4510-00-532520	Tires	\$	24,530	\$	34,340
10-4510-00-532530	Vehicle Repairs/Maintenance	\$	164,030	\$	216,770
10-4510-00-532920	Materials And Supplies	\$	250,000	\$	285,000
10-4510-00-532920-70097	SIDEWALKS UNDER 1500	\$	50,000	\$	25,000
10-4510-00-533180	Travel And Training	\$	6,000	\$	6,000
10-4510-00-533210	Telephone	\$	2,500	\$	2,500
10-4510-00-533310	Electricity	\$	215,000	\$	220,000
10-4510-00-533330	Propane Gas	\$	750	\$	-
10-4510-00-533515	LANDFILL ROAD MAINTENANCE	\$	6,000	\$	7,500
10-4510-00-533520	Equipment Repairs/Maintenance	\$	25,000	\$	20,000
10-4510-00-534390	Equipment Rentals	\$	2,000	\$	3,500
10-4510-00-534430	Infrastructure/Paving/Improv.	\$	-	\$	-
10-4510-00-534440	Grinding	\$	30,000	\$	35,000
10-4510-00-534450	Tipping Fees	\$	40,000	\$	40,000
10-4510-00-534490	Other Contractual Service	\$	3,000	\$	3,000
10-4510-00-534510	Property And Gen. Liab. Ins.	\$	16,620	\$	28,000

10-4510-00-534520	Vehicle Insurance	\$ 11,110	\$ 5,000
10-4510-00-534580	Other Insurance Costs	\$ 6,510	\$ 5,000
10-4510-00-534910	Dues Memberships And Subscript	\$ 1,500	\$ 1,500
10-4510-00-545400	Vehicles	\$ 145,000	\$ -
10-4510-00-545500	Equipment	\$ 90,000	\$ -
10-4510-00-545900	Capital Improvements	\$ -	\$ -
10-4510-00-546000	LOAN PAYMENTS	\$ -	\$ -
10-4510-00-548100	Internal Service Costs	\$ 232,805	\$ -
	<b>Streets &amp; Sanitation Total</b>	<b>\$ 3,034,758</b>	<b>\$ 2,757,960</b>
<b>Powell Bill</b>			
10-4560-00-521990	Prof. Services/Consultant Fees	\$ 10,000	\$ 10,000
10-4560-00-522000	R/R CROSSING W/GATE ANNUAL COS	\$ 5,000	\$ 5,000
10-4560-00-532920	Materials And Supplies	\$ 25,000	\$ 25,000
10-4560-00-534430	Infrastructure/Paving/Improv.	\$ 200,000	\$ 300,000
10-4560-00-534430-30008	SIDEWALKS - NEW	\$ 75,000	\$ 50,000
10-4560-00-534490	Other Contractual Service	\$ 50,000	\$ 15,000
10-4560-00-534520	Vehicle Insurance	\$ -	\$ -
10-4560-00-545400	Vehicles	\$ -	\$ -
10-4560-00-545500	Equipment	\$ 15,000	\$ -
10-4560-00-545900	Capital Improvements	\$ -	\$ -
	<b>Powell Bill Total</b>	<b>\$ 380,000</b>	<b>\$ 405,000</b>
<b>Cemetery</b>			
10-4740-00-511210	Regular Pay	\$ 114,000	\$ 107,400
10-4740-00-511220	Overtime Pay	\$ 1,000	\$ 1,000
10-4740-00-511230	Temporary And Part Time Pay	\$ 7,000	\$ -
10-4740-00-511810	FICA	\$ 9,333	\$ 8,290
10-4740-00-511820	Retirement Expense	\$ 13,984	\$ 13,060
10-4740-00-511825	401K Expense-CEMETERY	\$ 5,750	\$ 5,370
10-4740-00-511830	Hospital Expense	\$ 30,000	\$ 43,100
10-4740-00-511831	Retired Employee Ins. Exp	\$ -	\$ -
10-4740-00-511832	Life Insurance Expense	\$ 252	\$ 400
10-4740-00-511833	Dental Insurance	\$ 758	\$ 2,500
10-4740-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 6,390	\$ 4,100
10-4740-00-511841	HEALTH REIMBURS EXP - RET	\$ -	\$ -
10-4740-00-511850	Unemployment Ins. Expense	\$ 150	\$ 150
10-4740-00-511860	Workers Comp. Expense	\$ 2,150	\$ 5,500
10-4740-00-521990	Prof. Services/Consultant Fees	\$ 15,000	\$ 45,000
10-4740-00-532120	Uniform Expense	\$ 3,000	\$ 3,000
10-4740-00-532510	Gas	\$ 2,700	\$ 3,150
10-4740-00-532520	Tires	\$ 640	\$ 890
10-4740-00-532530	Vehicle Repairs/Maintenance	\$ 4,260	\$ 5,630
10-4740-00-532920	Materials And Supplies	\$ 17,000	\$ 20,000
10-4740-00-533180	Travel And Training	\$ 1,000	\$ 1,000
10-4740-00-533210	Telephone	\$ 700	\$ 1,100
10-4740-00-533310	Electricity	\$ 2,000	\$ 2,000
10-4740-00-533520	Equipment Repairs/Maintenance	\$ 2,400	\$ 5,000
10-4740-00-534390	Equipment Rentals	\$ -	\$ -
10-4740-00-534490	Other Contractual Service	\$ 6,000	\$ 6,000
10-4740-00-534510	Property And Gen. Liab. Ins.	\$ 1,990	\$ 3,500
10-4740-00-534520	Vehicle Insurance	\$ 740	\$ 500
10-4740-00-534580	Other Insurance Costs	\$ 1,150	\$ 1,000

10-4740-00-545400	Vehicles	\$ -	\$ -
10-4740-00-545500	Equipment	\$ 15,000	\$ -
10-4740-00-545900	Capital Improvements	\$ -	\$ 30,000
10-4740-00-548100	Internal Service Costs	\$ 34,543	\$ -
	<b>Cemetery Total</b>	<b>\$ 298,890</b>	<b>\$ 318,640</b>
<b>Development Services</b>			
10-4910-00-511210	Regular Pay	\$ 488,500	\$ 520,600
10-4910-00-511220	Overtime Pay	\$ 500	\$ 500
10-4910-00-511230	Temporary And Part Time Pay	\$ 3,000	\$ 3,000
10-4910-00-511810	FICA	\$ 37,638	\$ 40,100
10-4910-00-511820	Retirement Expense	\$ 59,462	\$ 63,325
10-4910-00-511825	401K Expense-PLANNING	\$ 24,450	\$ 26,050
10-4910-00-511830	Hospital Expense	\$ 123,500	\$ 115,000
10-4910-00-511831	Retired Employee Ins. Exp	\$ 7,370	\$ 8,100
10-4910-00-511832	Life Insurance Expense	\$ 672	\$ 1,500
10-4910-00-511833	Dental Insurance	\$ 2,273	\$ 5,000
10-4910-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 12,230	\$ 12,200
10-4910-00-511841	HEALTH REIMBURS EXP - RET	\$ 1,280	\$ 1,400
10-4910-00-511850	Unemployment Ins. Expense	\$ 600	\$ 500
10-4910-00-511860	Workers Comp. Expense	\$ 7,850	\$ 7,500
10-4910-00-521920	Legal Fees	\$ 25,000	\$ 25,000
10-4910-00-521950	Clean Up/Demolition Expense	\$ 40,000	\$ 30,000
10-4910-00-521990	Prof. Services/Consultant Fees	\$ 130,000	\$ 82,000
10-4910-00-521990-1023	Prof. Services/Consultant Fees	\$ -	\$ 440,000
10-4910-00-532120	Uniform Expense	\$ 3,500	\$ 6,500
10-4910-00-532510	Gas	\$ 5,700	\$ 6,650
10-4910-00-532520	Tires	\$ 1,130	\$ 1,590
10-4910-00-532530	Vehicle Repairs/Maintenance	\$ 7,570	\$ 10,010
10-4910-00-532920	Materials And Supplies	\$ 13,000	\$ 14,000
10-4910-00-533180	Travel And Training	\$ 9,500	\$ 15,000
10-4910-00-533210	Telephone	\$ 6,000	\$ 6,000
10-4910-00-533520	Equipment Repairs/Maintenance	\$ 10,500	\$ 7,000
10-4910-00-534510	Property And Gen. Liab. Ins.	\$ 4,650	\$ 8,000
10-4910-00-534520	Vehicle Insurance	\$ 1,480	\$ 1,500
10-4910-00-534910	Dues Memberships And Subscript	\$ 4,600	\$ 4,000
10-4910-00-545400	Vehicles	\$ 40,000	\$ -
10-4910-00-545500	Equipment	\$ -	\$ -
10-4910-00-545900	Capital Improvements	\$ -	\$ -
10-4910-00-548100	Internal Service Costs	\$ 48,881	\$ -
	<b>Development Services Total</b>	<b>\$ 1,120,836</b>	<b>\$ 1,462,025</b>
<b>Special Appropriations</b>			
10-5300-00-536910	DONATIONS & CONTRIBUTIONS	\$ 100,000	\$ 30,000
10-5300-00-536915	R. ECONOMIC DEVELOPMENT	\$ 25,000	\$ -
10-5300-00-536920	TRANSFER TO OTHER ORGANIZATION	\$ 5,000	\$ 5,000
10-5300-00-536960	HOMEOWNERS RECOVERY FUND TRANS	\$ -	\$ -
10-5300-00-545900	Capital Improvements	\$ -	\$ -
	<b>Special Appropriations Total</b>	<b>\$ 130,000</b>	<b>\$ 35,000</b>
<b>Parks &amp; Recreation</b>			
10-6120-00-511210	Regular Pay	\$ 933,000	\$ 1,036,000
10-6120-00-511220	Overtime Pay	\$ 10,000	\$ 15,000
10-6120-00-511230	Temporary And Part Time Pay	\$ 250,000	\$ 275,000

10-6120-00-511810	FICA	\$ 91,265	\$ 101,800
10-6120-00-511820	Retirement Expense	\$ 114,103	\$ 125,975
10-6120-00-511825	401K Expense-PARKS & REC	\$ 47,150	\$ 51,800
10-6120-00-511830	Hospital Expense	\$ 220,000	\$ 275,000
10-6120-00-511831	Retired Employee Ins. Exp	\$ -	\$ 16,200
10-6120-00-511832	Life Insurance Expense	\$ 1,596	\$ 3,000
10-6120-00-511833	Dental Insurance	\$ 6,440	\$ 12,000
10-6120-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 28,090	\$ 30,000
10-6120-00-511841	HEALTH REIMBURS EXP - RET	\$ -	\$ 2,725
10-6120-00-511850	Unemployment Ins. Expense	\$ 1,200	\$ 1,000
10-6120-00-511860	Workers Comp. Expense	\$ 23,000	\$ 25,000
10-6120-00-521990	Prof. Services/Consultant Fees	\$ 15,000	\$ 35,000
10-6120-00-532120	Uniform Expense	\$ 10,000	\$ 10,000
10-6120-00-532510	Gas	\$ 7,500	\$ 8,750
10-6120-00-532520	Tires	\$ 1,710	\$ 2,390
10-6120-00-532530	Vehicle Repairs/Maintenance	\$ 11,440	\$ 15,110
10-6120-00-532700	Purchases For Resale	\$ 2,900	\$ -
10-6120-00-532910	Treatment Chemicals	\$ 20,000	\$ 17,000
10-6120-00-532920	Materials And Supplies	\$ 120,000	\$ 135,000
10-6120-00-533180	Travel And Training	\$ 12,000	\$ 20,000
10-6120-00-533210	Telephone	\$ 10,000	\$ 10,000
10-6120-00-533310	Electricity	\$ 150,000	\$ 160,000
10-6120-00-533330	Propane Gas	\$ 43,000	\$ 80,000
10-6120-00-533340	Water	\$ 5,000	\$ 5,000
10-6120-00-533350	SEWER	\$ 7,000	\$ 7,000
10-6120-00-533360	DUMPSTER FEE	\$ 7,500	\$ 7,500
10-6120-00-533510	Building Repairs & Maintenance	\$ 60,000	\$ 60,000
10-6120-00-533520	Equipment Repairs/Maintenance	\$ 45,000	\$ 50,000
10-6120-00-533700	Other Advertising	\$ 5,000	\$ 8,000
10-6120-00-534390	Equipment Rentals	\$ 2,550	\$ 2,550
10-6120-00-534510	Property And Gen. Liab. Ins.	\$ 12,630	\$ 21,000
10-6120-00-534520	Vehicle Insurance	\$ 2,960	\$ 2,500
10-6120-00-534580	Other Insurance Costs	\$ 380	\$ 300
10-6120-00-534910	Dues Memberships And Subscript	\$ 6,000	\$ 6,030
10-6120-00-545400	Vehicles	\$ -	\$ -
10-6120-00-545500	Equipment	\$ 14,000	\$ -
10-6120-00-545820	Building Improvements	\$ -	\$ -
10-6120-00-545900	Capital Improvements	\$ 25,000	\$ 121,000
10-6120-00-546000	LOAN PAYMENTS	\$ 88,665	\$ 88,665
10-6120-00-548100	Internal Service Costs	\$ 108,490	\$ -
10-6125-00-535000	PLAYGROUND MAINTENANCE	\$ 10,000	\$ 10,000
10-6125-00-536230	Adult And Childern Programs	\$ 7,500	\$ 15,000
10-6125-00-536310	Misc. Grants-Recreation		\$ -
	<b>Parks &amp; Recreation Total</b>	<b>\$ 2,537,069</b>	<b>\$ 2,868,295</b>
<b>Debt Service</b>			
10-9100-00-546000	LOAN PAYMENTS	\$ 387,000	\$ 383,500
<b>General Fund Total</b>		<b>\$ 17,079,739</b>	<b>\$ 17,452,975</b>

## Water Fund - Revenues

Account Description	FY23 Budget	FY24 Recommended
Intergov Revenue - Federal	\$ 330,000	\$ -
Water Charges	\$ 3,090,000	\$ 3,350,000
Water Taps And Connections	\$ 45,000	\$ 45,000
CAPACITY FEE	\$ 25,000	\$ 25,000
Miscellaneous Revenue	\$ 1,000	\$ 1,000
Rents	\$ -	\$ -
Sale of Materials/Fixed Assets	\$ -	\$ 1,000
Investment Income	\$ 1,000	\$ 65,000
Proceeds From Capital Lease	\$ -	\$ -
Fund Balance Appropriated	\$ 549,353	\$ 375,497
<b>Water Fund Total</b>	<b>\$ 4,041,353</b>	<b>\$ 3,862,497</b>

## Water Fund - Expenditures

ACCOUNT ID	Description	FY23 Budget	FY24 Recommended
<b>Water Maintenance</b>			
61-7121-00-511210	Regular Pay	\$390,000	\$388,650
61-7121-00-511220	Overtime Pay	\$25,000	\$5,000
61-7121-00-511230	Temporary And Part Time Pay	\$5,000	\$0
61-7121-00-511810	FICA	\$32,130	\$32,025
61-7121-00-511820	Retirement Expense	\$50,464	\$47,260
61-7121-00-511825	401K Expense-WATER MAINT.	\$20,750	\$19,440
61-7121-00-511830	Hospital Expense	\$90,000	\$90,000
61-7121-00-511831	Retired Employee Ins. Exp	\$0	\$0
61-7121-00-511832	Life Insurance Expense	\$672	\$1,200
61-7121-00-511833	Dental Insurance	\$2,500	\$4,500
61-7121-00-511840	HEALTH REIMBURS EXPENSE - REG	\$20,000	\$13,690
61-7121-00-511841	HEALTH REIMBURS EXP - RET	\$0	\$0
61-7121-00-511850	Unemployment Ins. Expense	\$700	\$500
61-7121-00-511860	Workers Comp. Expense	\$9,250	\$9,500
61-7121-00-521920-70021	Legal Fees	\$0	\$0
61-7121-00-521990	Prof. Services/Consultant Fees	\$63,000	\$61,000
61-7121-00-532120	Uniform Expense	\$8,750	\$9,000
61-7121-00-532510	Gas	\$16,500	\$19,250
61-7121-00-532520	Tires	\$4,420	\$6,180
61-7121-00-532530	Vehicle Repairs/Maintenance	\$29,540	\$39,040
61-7121-00-532920	Materials And Supplies	\$275,000	\$350,000
61-7121-00-533180	Travel And Training	\$9,000	\$8,000
61-7121-00-533210	Telephone	\$5,000	\$7,000
61-7121-00-533310	Electricity	\$50,000	\$60,000
61-7121-00-533520	Equipment Repairs/Maintenance	\$25,000	\$20,000
61-7121-00-534390	Equipment Rentals	\$2,500	\$4,500
61-7121-00-534490	Other Contractual Service	\$5,000	\$18,000
61-7121-00-534510	Property And Gen. Liab. Ins.	\$6,650	\$11,000
61-7121-00-534520	Vehicle Insurance	\$2,960	\$1,500
61-7121-00-534580	Other Insurance Costs	\$3,440	\$3,500
61-7121-00-534910	Dues Memberships And Subscript	\$1,000	\$15,000
61-7121-00-545400	Vehicles	\$0	\$0
61-7121-00-545500	Equipment	\$30,000	\$38,000
61-7121-00-545900	Capital Improvements	\$430,000	\$350,000
61-7121-00-546000	LOAN PAYMENTS	\$73,000	\$71,000
61-7121-00-548100	Internal Service Costs	\$180,491	\$0
		\$1,867,717	\$1,703,735
<b>Water Treatment</b>			
61-7122-00-511210	Regular Pay	\$390,000	\$402,600
61-7122-00-511220	Overtime Pay	\$4,500	\$30,000
61-7122-00-511230	Temporary And Part Time Pay	\$3,000	\$0
61-7122-00-511810	FICA	\$30,179	\$31,200
61-7122-00-511820	Retirement Expense	\$47,971	\$49,000

61-7122-00-511825	401K Expense-WATER TREATMENT	\$19,725	\$20,150
61-7122-00-511830	Hospital Expense	\$96,000	\$90,000
61-7122-00-511831	Retired Employee Ins. Exp	\$0	\$8,100
61-7122-00-511832	Life Insurance Expense	\$1,000	\$1,400
61-7122-00-511833	Dental Insurance	\$2,500	\$4,500
61-7122-00-511840	HEALTH REIMBURS EXPENSE - REG	\$18,180	\$13,690
61-7122-00-511841	HEALTH REIMBURS EXP - RET	\$0	\$1,375
61-7122-00-511850	Unemployment Ins. Expense	\$650	\$500
61-7122-00-511860	Workers Comp. Expense	\$8,300	\$10,000
61-7122-00-521990	Prof. Services/Consultant Fees	\$40,000	\$60,000
61-7122-00-532120	Uniform Expense	\$7,000	\$7,000
61-7122-00-532510	Gas	\$3,150	\$3,675
61-7122-00-532520	Tires	\$800	\$1,110
61-7122-00-532530	Vehicle Repairs/Maintenance	\$5,320	\$7,030
61-7122-00-532910	Treatment Chemicals	\$141,000	\$185,000
61-7122-00-532920	Materials And Supplies	\$45,000	\$45,000
61-7122-00-533180	Travel And Training	\$3,000	\$3,000
61-7122-00-533210	Telephone	\$3,200	\$3,500
61-7122-00-533310	Electricity	\$21,500	\$23,000
61-7122-00-533320	Fuel Oil	\$1,500	\$1,500
61-7122-00-533510	Building Repairs & Maintenance	\$10,000	\$10,000
61-7122-00-533520	Equipment Repairs/Maintenance	\$23,000	\$23,000
61-7122-00-533540	Operating Plant Repairs/Maint.	\$15,000	\$20,000
61-7122-00-534390	Equipment Rentals	\$0	\$0
61-7122-00-534490	Other Contractual Service	\$50,000	\$50,000
61-7122-00-534510	Property And Gen. Liab. Ins.	\$5,320	\$9,000
61-7122-00-534520	Vehicle Insurance	\$1,110	\$1,000
61-7122-00-534580	Other Insurance Costs	\$380	\$200
61-7122-00-534910	Dues Memberships And Subscript	\$6,000	\$6,000
61-7122-00-545400	Vehicles	\$0	\$0
61-7122-00-545500	Equipment	\$150,000	\$0
61-7122-00-545900	Capital Improvements	\$420,000	\$142,000
61-7122-00-546000	LOAN PAYMENTS	\$0	\$0
61-7122-00-548100	Internal Service Costs	\$139,061	\$0
		\$1,713,346	\$1,263,530
<b>Water Admin &amp; Fin</b>			
61-7125-00-554920	Bad Debt Expense	\$16,000	\$16,000
61-7125-00-554970	Charges By General Fund	\$444,290	\$879,232
61-9100-00-567100	Principal Payments	\$0	\$0
61-9100-00-567200	Interest Payments	\$0	\$0
		\$460,290	\$895,232

**Water Fund Total**

**\$ 4,041,353**

**\$**

**3,862,497**

## Sewer Fund - Revenues

Account Description	FY23 Budget	FY24 Recommended
Intergov Revenue - Federal	\$ 240,000	\$ -
Sewer Charges	\$ 3,432,000	\$ 3,825,000
Sewer Taps And Connections	\$ 20,000	\$ 30,000
CAPACITY FEE	\$ 25,000	\$ 25,000
Miscellaneous Revenue	\$ 1,000	\$ -
Sale of Materials/Fixed Assets	\$ -	\$ -
Investment Income	\$ 1,000	\$ 90,000
Proceeds From Capital Lease	\$ -	\$ -
Fund Balance Appropriated	\$ 17,565	\$ 191,074
<b>Sewer Fund Total</b>	<b>\$ 3,736,565</b>	<b>\$ 4,161,074</b>

## Sewer Fund - Expenditures

ACCOUNT ID	Description	FY23	FY24 Recommended
<b>Sewer Maintenance</b>			
62-7121-00-511210	Regular Pay	\$375,000	\$415,200
62-7121-00-511220	Overtime Pay	\$20,000	\$25,000
62-7121-00-511230	Temporary And Part Time Pay	\$5,000	\$0
62-7121-00-511810	FICA	\$30,600	\$33,675
62-7121-00-511820	Retirement Expense	\$48,032	\$50,490
62-7121-00-511825	401K Expense-SEWER MAINT.	\$19,750	\$20,760
62-7121-00-511830	Hospital Expense	\$125,000	\$125,000
62-7121-00-511831	Retired Employee Ins. Exp	\$0	\$16,200
62-7121-00-511832	Life Insurance Expense	\$660	\$1,200
62-7121-00-511833	Dental Insurance	\$2,400	\$4,400
62-7121-00-511840	HEALTH REIMBURS EXPENSE - REG	\$10,990	\$13,575
62-7121-00-511841	HEALTH REIMBURS EXP - RET	\$0	\$2,725
62-7121-00-511850	Unemployment Ins. Expense	\$450	\$500
62-7121-00-511860	Workers Comp. Expense	\$5,800	\$11,000
62-7121-00-521990	Prof. Services/Consultant Fees	\$110,000	\$75,000
62-7121-00-532120	Uniform Expense	\$8,750	\$7,000
62-7121-00-532510	Gas	\$16,500	\$19,250
62-7121-00-532520	Tires	\$4,520	\$6,320
62-7121-00-532530	Vehicle Repairs/Maintenance	\$30,210	\$39,920
62-7121-00-532920	Materials And Supplies	\$100,000	\$120,000
62-7121-00-533180	Travel And Training	\$5,000	\$4,200
62-7121-00-533210	Telephone	\$1,900	\$2,500
62-7121-00-533310	Electricity	\$0	\$0
62-7121-00-533520	Equipment Repairs/Maintenance	\$6,000	\$7,000
62-7121-00-534390	Equipment Rentals	\$5,000	\$5,000
62-7121-00-534490	Other Contractual Service	\$20,000	\$20,000
62-7121-00-534510	Property And Gen. Liab. Ins.	\$4,650	\$8,000
62-7121-00-534520	Vehicle Insurance	\$1,110	\$1,000
62-7121-00-534580	Other Insurance Costs	\$190	\$100
62-7121-00-534910	Dues Memberships And Subscript	\$10,000	\$5,000
62-7121-00-545400	Vehicles	\$0	\$475,000
62-7121-00-545500	Equipment	\$0	\$0
62-7121-00-545900	Capital Improvements	\$280,000	\$140,000
62-7121-00-546000	LOAN PAYMENTS	\$0	\$0
62-7121-00-548100	Internal Service Costs	\$114,817	\$0
		\$1,362,329	\$1,655,015
<b>Sewer Treatment</b>			
62-7122-00-511210	Regular Pay	\$475,000	\$499,520
62-7122-00-511220	Overtime Pay	\$10,000	\$10,000
62-7122-00-511230	Temporary And Part Time Pay	\$5,000	\$0
62-7122-00-511810	FICA	\$37,485	\$38,975
62-7122-00-511820	Retirement Expense	\$58,976	\$60,750
62-7122-00-511825	401K Expense-SEWER TREATMENT	\$24,250	\$24,975
62-7122-00-511830	Hospital Expense	\$121,000	\$130,000

62-7122-00-511831	Retired Employee Ins. Exp	\$8,100	\$24,300
62-7122-00-511832	Life Insurance Expense	\$1,000	\$1,400
62-7122-00-511833	Dental Insurance	\$4,000	\$6,200
62-7122-00-511840	HEALTH REIMBURS EXPENSE - REG	\$21,810	\$17,600
62-7122-00-511841	HEALTH REIMBURS EXP - RET	\$6,390	\$4,100
62-7122-00-511850	Unemployment Ins. Expense	\$750	\$500
62-7122-00-511860	Workers Comp. Expense	\$10,900	\$12,500
62-7122-00-521990	Prof. Services/Consultant Fees	\$75,000	\$100,000
62-7122-00-532120	Uniform Expense	\$14,500	\$12,500
62-7122-00-532510	Gas	\$2,100	\$2,190
62-7122-00-532520	Tires	\$710	\$600
62-7122-00-532530	Vehicle Repairs/Maintenance	\$4,720	\$5,000
62-7122-00-532910	Treatment Chemicals	\$75,000	\$50,000
62-7122-00-532920	Materials And Supplies	\$60,000	\$70,000
62-7122-00-533180	Travel And Training	\$6,000	\$7,000
62-7122-00-533210	Telephone	\$2,600	\$3,700
62-7122-00-533310	Electricity	\$145,000	\$160,000
62-7122-00-533320	Fuel Oil	\$3,000	\$3,500
62-7122-00-533330	Propane Gas	\$20,000	\$2,000
62-7122-00-533340	Water	\$2,500	\$3,000
62-7122-00-533360	COMMERCIAL FEE/OR DUMPSTE	\$0	\$3,300
62-7122-00-533510	Building Repairs & Maintenance	\$20,000	\$20,000
62-7122-00-533520	Equipment Repairs/Maintenance	\$47,000	\$55,000
62-7122-00-533540	Operating Plant Repairs/Maint.	\$200,000	\$100,000
62-7122-00-534390	Equipment Rentals	\$0	\$0
62-7122-00-534450	Tipping Fees	\$23,000	\$40,000
62-7122-00-534490	Other Contractual Service	\$0	\$0
62-7122-00-534510	Property And Gen. Liab. Ins.	\$7,310	\$12,000
62-7122-00-534520	Vehicle Insurance	\$1,110	\$1,000
62-7122-00-534580	Other Insurance Costs	\$1,910	\$1,500
62-7122-00-534910	Dues Memberships And Subscript	\$35,000	\$35,000
62-7122-00-545400	Vehicles	\$0	\$0
62-7122-00-545500	Equipment	\$173,000	\$25,000
62-7122-00-545900	Capital Improvements	\$23,419	\$50,000
62-7122-00-546000	LOAN PAYMENTS	\$0	\$0
62-7122-00-548100	Internal Service Costs	\$191,386	\$0
		\$1,918,926	\$1,593,110
<b>Admin &amp; Finance</b>			
62-7125-00-554920	Bad Debt Expense	\$20,000	\$20,000
62-7125-00-554970	Charges By General Fund	\$435,310	\$867,949
		\$455,310	\$887,949
<b>Debt Service</b>			
62-9100-00-567100	Principal Payments	\$0	\$0
62-9100-00-567200	Interest Payments	\$0	\$0
		\$0	\$0
<b>Contingency</b>			
62-9200-00-574600	Depreciation	\$0	\$0
62-9200-00-579910	Contingency Appropriated	\$0	\$0

	Transfer to WWTP Project	\$0	\$25,000
		\$0	\$25,000
<b>Sewer Fund Total</b>		<b>\$ 3,736,565</b>	<b>\$ 4,161,074</b>

## Electric Fund - Revenues

Account Description	FY23 Budget	FY24 Recommended
Electric Charges	\$ 8,910,000	\$ 9,916,800
Security Lights	\$ 50,000	\$ 52,000
Street Lights	\$ 115,000	\$ 115,000
Underground Service Install	\$ 2,000	\$ 1,000
Renewable Energy Portf. Stand.	\$ 50,000	\$ 55,000
Electric Pole Rent	\$ 14,000	\$ 22,000
Sales Tax Charges	\$ 460,000	\$ 460,000
Miscellaneous Revenue	\$ 12,000	\$ 15,000
Sale of Materials/Fixed Assets	\$ 500	\$ 500
Investment Income	\$ 2,000	\$ 50,000
Proceeds From Capital Lease	\$ -	\$ -
Fund Balance Appropriated	\$ 413,679	\$ 714,759
<b>Electric Fund Total</b>	<b>\$ 10,029,179</b>	<b>\$ 11,402,059</b>

## Electric Fund - Expenditures

ACCOUNT ID	Description	FY23 Budget	FY24 Recommended
<b>Electric Maintenance</b>			
63-7121-00-511210	Regular Pay	\$ 315,000	\$ 352,850
63-7121-00-511220	Overtime Pay	\$ 15,000	\$ 15,000
63-7121-00-511230	Temporary And Part Time Pay	\$ -	\$ -
63-7121-00-511810	FICA	\$ 25,245	\$ 28,150
63-7121-00-511820	Retirement Expense	\$ 40,128	\$ 42,910
63-7121-00-511825	401K Expense-ELECTRIC MAINT.	\$ 16,500	\$ 17,650
63-7121-00-511830	Hospital Expense	\$ 73,000	\$ 90,000
63-7121-00-511831	Retired Employee Ins. Exp	\$ 14,800	\$ 16,200
63-7121-00-511832	Life Insurance Expense	\$ 800	\$ 1,000
63-7121-00-511833	Dental Insurance	\$ 1,000	\$ 2,000
63-7121-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 18,060	\$ 8,150
63-7121-00-511841	HEALTH REIMBURS EXP - RET	\$ 2,560	\$ 2,725
63-7121-00-511850	Unemployment Ins. Expense	\$ 500	\$ 500
63-7121-00-511860	Workers Comp. Expense	\$ 6,950	\$ 7,000
63-7121-00-521990	Prof. Services/Consultant Fees	\$ 140,000	\$ 140,000
63-7121-00-532120	Uniform Expense	\$ 25,000	\$ 20,000
63-7121-00-532510	Gas	\$ 10,800	\$ 12,600
63-7121-00-532520	Tires	\$ 2,960	\$ 4,150
63-7121-00-532530	Vehicle Repairs/Maintenance	\$ 19,760	\$ 26,110
63-7121-00-532920	Materials And Supplies	\$ 200,000	\$ 225,000
63-7121-00-532950	Transformers	\$ 40,000	\$ 80,000
63-7121-00-533180	Travel And Training	\$ 10,000	\$ 5,000
63-7121-00-533210	Telephone	\$ 4,000	\$ 3,000
63-7121-00-533360	COMMERCIAL FEE/OR DUMPSTE	\$ 1,500	\$ 1,500
63-7121-00-533520	Equipment Repairs/Maintenance	\$ 40,000	\$ 30,000
63-7121-00-534390	Equipment Rentals	\$ 5,000	\$ 5,000
63-7121-00-534490	Other Contractual Service	\$ 78,500	\$ 90,000
63-7121-00-534510	Property And Gen. Liab. Ins.	\$ 4,680	\$ 7,500
63-7121-00-534520	Vehicle Insurance	\$ 2,590	\$ 2,150
63-7121-00-534580	Other Insurance Costs	\$ 2,500	\$ 3,000
63-7121-00-534910	Dues Memberships And Subscript	\$ 16,000	\$ 20,000
63-7121-00-545400	Vehicles		\$ -
63-7121-00-545500	Equipment		\$ -
63-7121-00-545900	Capital Improvements	\$ 550,000	\$ 400,000
63-7121-00-546000	LOAN PAYMENTS		\$ -
63-7121-00-548100	Internal Service Costs	\$ 186,486	\$ -
		\$ 1,869,319	\$ 1,659,145
<b>Power Purchases</b>			
63-7123-00-582700	Wholesale Purchased Power	\$ 5,350,000	\$ 6,000,000
63-7123-00-582710	REPS - Renewable Energy Charge	\$ 200,000	\$ 210,000
63-7123-00-582750	Sales Tax Paid-Purchased Power	\$ 480,000	\$ 500,000
		\$ 6,030,000	\$ 6,710,000

<b>Admin &amp; Finance</b>			
63-7125-00-554920	Bad Debt Expense	\$ 40,000	\$ 30,000
63-7125-00-554970	Charges By General Fund	\$ 814,260	\$ 1,127,314
		\$ 854,260	\$ 1,157,314
<b>Operating Transfers</b>			
63-9800-00-599100	Transfer To General Fund	\$ 1,275,600	\$ 1,275,600
	Transfer to Russ/Walnut Project	\$ -	\$ 600,000
		\$1,275,600	\$1,875,600
<b>Electric Fund Total</b>		<b>\$ 10,029,179</b>	<b>\$ 11,402,059</b>

## Garage Fund - Revenues

ACCOUNT ID	Description	FY23 Budget	FY24 Recommended
82-3650-00-453610	Charges To General Fund	\$ 702,488.00	\$ 923,595.00
82-3650-00-453661	Charges To Water Fund	\$ 60,928.00	\$ 76,285.00
82-3650-00-453662	Charges To Sewer Fund	\$ 60,964.00	\$ 75,160.00
82-3650-00-453663	Charges To Electric Fund	\$ 34,577.00	\$ 42,860.00
82-3650-00-453681	Charges to Asset Management	\$ 17,655.00	\$ -
82-3800-00-463830	Miscellaneous Revenue	\$ -	\$ -
82-3800-00-463835	Sale of Materials/Fixed Assets	\$ -	\$ -
82-3850-00-473831	Investment Income	\$ -	\$ -
<b>Total</b>		<b>\$ 876,612</b>	<b>\$ 1,117,900</b>

## Garage Fund - Expenditures

ACCOUNT ID	Description	FY23 Budget	FY24 Recommended
82-8200-00-511210	Regular Pay	\$ 144,800	\$ 181,200
82-8200-00-511220	Overtime Pay	\$ 2,500	\$ 2,500
82-8200-00-511230	Temporary And Part Time Pay	\$ -	\$ -
82-8200-00-511810	FICA	\$ 11,268	\$ 14,600
82-8200-00-511820	Retirement Expense	\$ 17,912	\$ 22,900
82-8200-00-511825	401K Expense-GARAGE	\$ 7,365	\$ 9,400
82-8200-00-511830	Hospital Expense	\$ 36,000	\$ 43,000
82-8200-00-511831	Retired Employee Ins. Exp	\$ -	\$ -
82-8200-00-511832	Life Insurance Expense	\$ 400	\$ 500
82-8200-00-511833	Dental Insurance	\$ 1,500	\$ 3,000
82-8200-00-511840	HEALTH REIMBURS EXPENSE - REG	\$ 6,450	\$ 7,000
82-8200-00-511841	HEALTH REIMBURS EXP - RET	\$ -	\$ -
82-8200-00-511850	Unemployment Ins. Expense	\$ 200	\$ 200
82-8200-00-511860	Workers Comp. Expense	\$ 2,650	\$ 3,000
82-8200-00-521990	Prof. Services/Consultant Fees	\$ -	\$ -
82-8200-00-532120	Uniform Expense	\$ 4,000	\$ 5,400
82-8200-00-532500	OIL	\$ 12,000	\$ 15,000
82-8200-00-532510	Gas	\$ 275,000	\$ 350,000
82-8200-00-532520	Tires	\$ 75,000	\$ 105,000
82-8200-00-532920	Materials And Supplies	\$ 210,000	\$ 250,000
82-8200-00-533180	Travel And Training	\$ 4,000	\$ 4,000
82-8200-00-533210	Telephone	\$ 2,000	\$ 2,100
82-8200-00-533330	Propane Gas	\$ 25,000	\$ 25,000
82-8200-00-533520	Equipment Repairs/Maintenance	\$ 26,000	\$ 39,000
82-8200-00-534390	Equipment Rentals	\$ -	\$ -
82-8200-00-534490	Other Contractual Service	\$ -	\$ -
82-8200-00-534510	Property And Gen. Liab. Ins.	\$ 2,100	\$ 3,500
82-8200-00-534520	Vehicle Insurance	\$ 400	\$ 400
82-8200-00-534580	Other Insurance Costs	\$ -	\$ 200

82-8200-00-534910	Dues Memberships And Subscript	\$ 600	\$ 1,000
82-8200-00-545400	Vehicles	\$ -	\$ 20,000
82-8200-00-545500	Equipment	\$ -	\$ -
82-8200-00-545900	Capital Improvements	\$ -	\$ -
82-8200-00-548100	Internal Service Costs	\$ 9,467	\$ 10,000
<b>Total</b>		<b>\$ 876,612</b>	<b>\$ 1,117,900</b>

## General Fund - Capital Budget

Capital Outlay	FY24-Dept Requests	FY24 Recommended	ARP Recommended
<b>Finance Department</b>			
SUV for meter readers to replace 2007 Durango	\$40,000		\$40,000
Hazelwood renovation offices/FD bunks	\$150,000		\$150,000
Meter reading devices/new software	\$50,000		
<b>Total Finance Department:</b>	<b>\$240,000</b>	<b>\$0</b>	<b>\$190,000</b>
<b>Public Works</b>			
HVAC replacement	\$25,000	\$25,000	
Public works paving	\$50,000		
<b>Public Works Total:</b>	<b>\$75,000</b>	<b>\$25,000</b>	<b>\$0</b>
<b>Police Department</b>			
Police rated sedan	\$37,519		\$37,519
Equipment for sedan	\$12,500		\$12,500
Ford Interceptor	\$43,384		
Equipment for Ford Interceptor	\$14,040		
Fire Arm replacement	\$10,025		\$10,025
Axon car and body worn camera system	\$88,000		\$88,000
<b>Total Police Department:</b>	<b>\$205,468</b>	<b>\$0</b>	<b>\$148,044</b>
<b>Fire Department</b>			
<b>Total Fire Department:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Streets and Sanitation</b>			
Trash Truck	\$360,000		\$360,000
Replace truck #427 - 1991 GMC 7500	\$130,000		
Water Street RR Crossing (1)	\$75,000		
Scates Street RR Crossing	\$75,000		
Boyd Avenue RR Crossing	\$75,000		
Traffic Calming	\$80,000		
<b>Total Street and Sanitation:</b>	<b>\$795,000</b>	<b>\$0</b>	<b>\$360,000</b>
<b>Powell Bill</b>			
Paving	\$300,000	\$300,000	
Oakdale Road bridge replacement	\$400,000		
Brook Side Court bridge	\$400,000		
<b>Total Powell Bill:</b>	<b>\$1,100,000</b>	<b>\$300,000</b>	<b>\$0</b>
<b>Cemetery</b>			
Arch Repair	\$30,000	\$30,000	
<b>Total Cemetery:</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>
<b>Planning and Code Enforcement</b>			
Truck for code enforcement	\$40,000		
<b>Total Planning and Code Enforcement:</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Parks And Recreation</b>			
Outside Maintenance truck	\$60,000		\$60,000
Z-turn mower	\$12,000		
Roof repair dugouts and press box	\$50,000		
Armory office wing roof & waterproofing front columns	\$121,000	\$121,000	
Obama King Park Bathroom	\$80,000		\$80,000
East St Park Improvments	\$72,000		
Sulphur Springs Park Improvements	\$25,000		
Tennis Courts	\$600,000		
<b>Total Parks And Recreation:</b>	<b>\$1,020,000</b>	<b>\$121,000</b>	<b>\$140,000</b>
<b>Downtown</b>			
<b>Total Downtown:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total General Fund Capital:</b>	<b>\$3,505,468</b>	<b>\$476,000</b>	<b>\$838,044</b>

## Water, Sewer, Electric, and Garage Fund - Capital Budgets

Department	Capital Outlay	FY24-Dept Requests	FY24 Recommended
<b>Garage</b>	<b>Garage</b>		
	Utility bed for truck purchased in 22-23	\$20,000	\$20,000
	Tire changer and balancer	\$30,000	
	<b>Total Garage:</b>	<b>\$50,000</b>	<b>\$20,000</b>
<b>Electric Fund</b>	<b>Electric Fund</b>		
63-7121-00-545400	Bucket Truck	\$350,000	
63-7121-00-545400	Line/Pole Truck	\$350,000	
63-7121-00-545900	Allison Acres Subdivision	\$400,000	\$400,000
	<b>Electric Fund Total:</b>	<b>\$1,100,000</b>	<b>\$400,000</b>
<b>Water Fund</b>	<b>Water Fund</b>		
61-7121-00-545500	High track skid steer	\$75,000	
61-7121-00-545500	Automated Flagging Machine	\$38,000	\$38,000
61-7121-00-545900	Install New Pumps for Browning Branch Pump Station	\$60,000	
61-7121-00-545900	Misc Line Replacements	\$150,000	\$150,000
61-7121-00-545900	Pump Station Upgrade (Eagles Nest)	\$200,000	\$200,000
61-7122-00-545900	Maintenance/Shop Building	\$50,000	\$50,000
61-7122-00-545900	Telemetry for backwash tank	\$12,000	\$12,000
61-7122-00-545900	HFS-Caustic Bulk Tanks (2 Tanks)	\$80,000	\$80,000
61-7122-00-545900	Vertical Turbine Pumps 500 GPM (2 pumps) backwash pumps	\$120,000	
<b>Water Fund Total:</b>	<b>Water Fund Total:</b>	<b>\$785,000</b>	<b>\$530,000</b>
<b>Sewer Fund</b>	<b>Sewer Fund</b>		
62-7121-00-545400	Sewer Vac Truck	\$475,000	\$475,000
62-7121-00-545500	Building for Sewer Truck	\$50,000	
62-7121-00-545900	Upgraded Sewer Camera	\$90,000	\$90,000
62-7121-00-545900	Misc Line Replacement	\$50,000	\$50,000
62-7122-00-545400	SUV	\$35,000	
62-7122-00-545500	Polaris Ranger	\$25,000	\$25,000
62-7122-00-545900	Lab equipment	\$50,000	\$50,000
<b>Sewer Fund Total:</b>	<b>Sewer Fund Total:</b>	<b>\$775,000</b>	<b>\$690,000</b>

## ARP FUNDS

Project Description	Appropriation of ARP Funds	Status
Law Enforcement for Police Department vehicles	\$247,815	complete
Fire Service for fire vehicles	\$81,119	complete
Sanitation service garbage cans	\$304,953	complete
Storm sewer on Kentucky Avenue	\$54,367	complete
Greenway & pedestrian bridge	\$265,911	waiting on paving design/bids
Water project Pigeon Street	\$419,213	complete
I&I mitigation/slip lining	\$425,609	\$58,958.03 spent
Column Lifts for Garage	\$43,745	complete
F350 for Garage	\$62,000	ordered
Small Excavator	\$29,300	complete
Repaint CT Chamber & backwash tanks at water plant	\$300,000	waiting on bids
Tractor with snow removal equipment	\$34,965	complete
Dispatch Center Upgrade	\$124,870	equipment in-waiting on install
Finance Dept SUV	\$40,000	
Hazelwood Offices/FD Bunks	\$150,000	
Police sedan & equipment	\$50,019	
Police Fire Arms	\$10,025	
Axon car and body worn camera system	\$88,000	
Trash Truck	\$360,000	
Parks & Rec Maint. Truck	\$60,000	
Obama King Park Bathroom	\$80,000	
Total	\$3,231,911	
Future Capital	(\$0)	
<b>TOTAL RECEIVED</b>	<b>\$3,231,911</b>	

## Debt Payments

Description	Amount
<b>Fire</b>	
New Fire Truck estimate (delivery in July)	\$ 75,500
Land/Truck	\$ 76,457
<b>Parks and Recreation</b>	
Dectron Dehumidification Unit	\$ 88,665
<b>Public Works</b>	
Public Services Additions and Improvements	\$ 108,703
<b>General Debt Service (Public Buildings &amp; Parking)</b>	
Fire Station	\$ 172,120
Police Station	\$ 211,337
<b>TOTAL GENERAL FUND</b>	<b>\$ 732,782</b>
<b>Water Maintenance</b>	
Water Meters	\$ 16,447
Various Water Lines	\$ 54,275
<b>TOTAL WATER FUND</b>	<b>\$ 70,722</b>
<b>GRAND TOTAL</b>	<b>\$ 803,505</b>

## Town of Waynesville **DRAFT 23-24 Fee Schedule**

Effective July 1, 2023 - June 30, 2024

<b>GENERAL FUND</b>	
<b>Utility Accounts</b>	
New Account Fee	\$25.00
Reconnection Fee	\$50.00
After Hours	\$100.00
Return Check Fee (Insufficient Funds)	\$25.00
Theft investigation charge (meter tampering)	\$ 75.00 per occurrence
<b>Miscellaneous</b>	
Copies - Black and White, per page	\$0.10
Copies - Color, per page	\$0.20
Copies- 24"-48" plot map copy - Black and White, per page	\$3.00
Copies- 24"-48" plot map - Color, per page	\$10.00
Weed, Brush Removal, or Mowing	\$150.00 for the first hour
Each Additional Hour	\$100.00/hour
<b>SANITATION &amp; SOLID WASTE COLLECTION (monthly fees)</b>	
Residential Garbage (1 weekly pickup)	\$11.00
Commercial Garbage (1 weekly pickup)	\$24.00
<b>CEMETERY</b>	
<b>Administrative Fee-Research Graves</b>	\$50.00
<b>Administrative Fee-Deed Transfer</b>	\$100.00
Call Out (weekends, holidays, outside normal operating hours)	\$300.00
<i>John Taylor and Shook Survey Sections</i>	
<b>Traditional Burial Space</b>	\$2,000.00
(\$1,250 to perpetual care fund/\$750 to General Fund)	
<b>Opening/Closing-Cremation</b>	\$300.00
<i>Columbarium Area</i>	
<b>Columbarium Niche</b>	\$1,500.00
(\$1,000 to perpetual care fund/\$500 to General Fund, includes partial engraving of door.)	
<b>Opening/Closing of Columbarium Area</b>	\$300.00
(Includes completion of engraving of granite door, Town staff removing & replacing door.)	
<b>In Ground Space for Cremations (Urn Garden)</b>	\$1,500.00
(\$750 to perpetual care fund/\$550 to General Fund/ \$200 for flat granite stone)	
Urn Garden (in-ground inurnment) includes excavating and filling burial space by Town personnel, placement and engraving of granite marker to include the addition of date of death.	
<b>POLICE DEPARTMENT</b>	
Police Reports (per report)	\$2.00
Off Duty Security (4 hour minimum)	\$25.00 per hour
<b>Parking Violations</b>	
Overtime Parking	\$5.00
Parking in Restricted Area	\$10.00
Double Parking	\$10.00

Parking in Handicapped Space	\$100.00
Parking in Prohibited Area	\$10.00
Parking Too Close to Intersection	\$10.00
Parking in Wrong Direction	\$10.00
Parking in Alley Way	\$10.00
Obstructing Traffic Lane	\$10.00
Improper Parking	\$10.00
Parking in Loading Area	\$10.00
Parking in No Parking Zone	\$10.00
Parking in Fire Zone	\$50.00
Parking Too Close to Fire Hydrant	\$10.00
Parking Too Close to Stop Sign	\$10.00
Parking Across Lines	\$10.00
Parking in Crosswalk	\$10.00
Blocking Private Driveway	\$10.00
Persons violating parking regulations shall be subject to the above schedule of civil penalties to be recovered by the Town of Waynesville in civil action.	
<b>DOWNTOWN MSD</b>	
<b>Festival Vendor Fees</b>	
Booth Space	\$175.00
Double Booth Space	\$290.00
Commercial Food Vendor Booth Space	\$185.00
Commercial Food Vendor Double Booth Space	\$295.00
Non-profit Food Vendor Booth Space	\$125.00
Non-profit Food Vendor Double Booth Space	\$190.00
<b>Parade Entry Fees</b>	
Parade Entry Fee (per space)	\$40.00
<b>Business Licenses</b>	
Schedule B (State Regulated)	
Maximum penalty is 25% of the privilege license tax due	
Penalties are automatic, and may be recovered using the same collection methods available for the collection of privilege license taxes.	
<b>PLANNING DEPARTMENT</b>	
<b>Planning &amp; Zoning Permits</b>	
Stand alone Land Dev Permit or Zoning Verification Letter	\$25.00
Certificate of LDS Compliance Zoning Verification/Zoning Letter	\$25.00
Temporary Use Permit other than mobile food vendors	\$20.00
Temporary Use Permit for mobile food vendors	\$50.00
Local Land Disturbing Permit (1000 sf < 1 acre)	\$75.00
Floodplain Development Permit	\$25.00

Operating without a Land Disturbance, Zoning or Occupancy Permit	\$200.00
<b>Minor Site Plan Review</b>	
Single family or duplex residence	\$25.00
Multi-family with less than 8 units	\$100.00
Non-residential development or expansion up to 1,000 sq ft	\$100.00
Bed and Breakfast or Inns	\$100.00
<b>Major Site Plan Review</b>	
Multi-family residential	\$100.00 for up to 8 units and \$20/unit greater than 8
Non-residential development or expansion over 1,000 sq ft	\$200.00
Hotel/Motel	\$400.00
Subdivision (Minor)	\$50 + \$10/lot
Subdivision (Major)	\$350 + \$10/lot
Monopole Wireless Communications Tower	\$1,000.00
First Layer Parking Increase	\$500.00
All Others, in addition to site plan review fees	\$200.00
<b>Stormwater Review Fee</b>	
≤ 3 acres	\$750 + engineering review fee minimum \$200
> 3 acres	\$1200 + engineering review fee minimum \$200
<b>Historic Preservation Commission</b>	
Local Landmark Designation	\$200.00
Designation of Historic District	No charge
Certificate of Appropriateness (Minor)	\$25.00
Certificate of Appropriateness (Major)	\$50.00
<b>Board of Adjustment</b>	
Appeal of Administrative Decision	\$300.00
Variance Request	\$300.00
<b>Text Amendment</b>	
	\$500.00
<b>Map Amendment (Rezoning)</b>	
1 acre or less	\$500.00
Each additional acre	\$50.00
Conditional District - 1 acre or less	\$500.00
Each additional acre	\$100.00
<b>Sign Permits</b>	\$4.00 per sq. ft. - \$40 min.
<b>Voluntary Annexation</b>	\$250.00
<b>Unopened right-of-way or platted street closure</b>	\$250.00

### Inspections

<b>New Single Family Dwelling/Single Family Additions (Crawl Space or Slab on Grade)</b>	
0 to 1,000 square feet	\$ .40 per sq. ft.
1,001 to 1,500 square feet	\$ .45 per sq. ft.
1,501 to 2,000 square feet	\$ .50 per sq. ft.
Over 2,000 square feet	\$ .50 per sq. ft. and \$50.00 for each increase of 500 sq. ft.
<b>Minimum</b>	
Unfinished Basement	\$75.00 per trade
Attached Garage	\$100.00
Homeowners Recovery Fund (per G.S. 87-15.6)	\$75.00
<b>Single Family Alterations</b>	
SQUARE FOOTAGE	
0-1000	\$ .25 per sq. ft. - minimum \$75.00
1001 - 1500	\$ .25 per sq. ft.
1501 - 2000	\$ .25 per sq. ft.
2001 - 2500	\$ .25 per sq. ft.
2501 - 3000	\$ .25 per sq. ft.
3001-up	\$ .25 per sq. ft. and \$50.00 for each increase of 500 sq. ft.
<b>Deck Permit</b>	
Uncovered Deck	\$100.00
additional trades are \$75 per trade	
Covered Deck	\$150.00
additional trades are \$75 per trade	
Modular Home	\$400.00
<b>Manufactured Homes</b>	
Single wide	\$200.00
Double wide	\$300.00
Triple wide	\$400.00
(Deck permit required over 35 sq. ft. of deck)	
<b>Accessory Building (does not include trades)</b>	
Includes Electric, Plumbing and A/C	\$75.00 each and \$ .40 per sq. ft.
<b>Miscellaneous Residential &amp; Commercial</b>	
Electric Service Change	\$75.00
Demolition permit	\$100.00
HVAC changeout	\$75.00
Gas Line	\$75.00
Water/Sewer line Replacement	\$75.00

Retaining wall	\$100.00
Swimming Pool	\$150.00
Permit renewal fee	\$50.00
Plumbing, electric, and mechanical not covered elsewhere (\$75.00 minimum charge per trade)	\$75.00 per trade
<b>Other Permits and Fees</b>	
Day Care & Home Care	\$75.00
ABC Inspection	\$200.00
Driveway Permit	\$150.00
Solar Panel	\$150.00
Starting construction without permit	Double the Permit Fee
Residential Re-roof	\$0.00
Commercial Re-roof	\$100.00
Occupancy Use	\$75.00
Plan Review - Commercial	\$.05 per sq ft
Fire Sprinkler and Fire Alarm Plan Review	\$150.00
Fire Sprinkler and Fire Alarm Permit Fee - no permit fee if submitted at time of application and part of the approved plans	\$150.00
Special Events Permit	\$50.00
Tent Inspection	\$50.00
Additional / Re-Inspection (each) after first fail	\$50.00
Pre-permit inspection (walk through commercial)	\$50.00
<b>Commercial Building</b>	
	\$.50/sq. ft.
Minimum	\$75.00 per trade



<b>Recreation Center Rental Rates</b>			
<b>Multi-purpose Rooms</b>			
<i>*Rates are Based on Two Hour Minimum</i>		Res	N-Res
1 Room		\$75.00	\$90.00
Kitchen + 1 Room		\$150.00	\$175.00
Kitchen + 2 Rooms		\$220.00	\$250.00
If utilizing for more than two hours (i.e. 3 hours or more) will be charged for an additional block of time.			
<b>Gymnasium (Capacity 709) (10 am - 12 noon; 1 - 3 pm; 4 - 6 pm) - applicable to operating hours</b>			
Entire Gym		\$150.00	\$200.00
1/2 of the Gym		\$100.00	\$125.00
Custom Rental Per Estimate		\$250.00	\$300.00
Table Rental		\$7 per table	
Volleyball/Pickleball Setup		No Extra Charge	
Pickleball Tournaments Held Only at the Armory			
<b>Athletic Programs</b>			
<b>Softball Field Rental</b>		Res	N-Res
All day 8:00am-10:00pm		\$200.00	\$225.00
Night only 5:00pm-10:00pm		\$100.00	\$125.00
<b>Other Fees and Charges</b>			
		Res	N-Res
Bleacher Rental (1-2 sets,5 row, for 24 hours)		\$125.00	\$250.00
(3-4 sets, 5 row, for 24 hours)		\$225.00	\$250.00
Shelter Rental (8 am - 12 noon; 1 - 5 pm)		\$80.00	\$100.00
<b>Rental of greenspace - no shelter</b>		Res	N-Res
		0-50 \$ 125.00	\$ 150.00
Contract rental priced by activity		51-100 \$ 200.00	\$ 225.00
		101+ \$ 250.00	\$ 275.00
<b>Old Armory</b>			
<b>Daily Admission</b>		Res	N-Res
		\$4.00	\$6.00
Current Recreation Center members		No Charge	
Individuals ages 17 and under, 60 and above, special needs, or involved with a program at the Armory		No Charge	
<b>Old Armory Rental Rates (2 hour blocks)</b>			
24 hour max, 8 hours per day plus \$7 per table rental		Res	N-Res
Gymnasium - applicable to operating hours		\$220.00	\$250.00
Cafeteria		\$100.00	\$150.00
<b>Camp Fees (per week per child)</b>			
		Res	N-Res
Summer Camp		\$140.00	\$150.00
After School (\$10 additional child fee)		\$40.00	\$50.00
Home School (\$10 additional child fee)		\$5.00	\$10.00
<b>Base Camp on the Go Festival Fees (2 hour minimum)</b>			
Up to 50 participants		\$125 per hour	
51 to 100 participants		\$225 per hour	
101 plus participants		\$275 per hour	
Refundable damage deposit		\$275.00	
* Renter responsible for additional fees if crowd exceeds the anticipated number			

<b>Water Fund</b>		
<b>Water Rates</b>		
	<b>Inside</b>	<b>Outside</b>
<b>Bulk Sales (contract)</b>	\$1.68/100 cf.	\$2.88/100 cf.
<b>Industrial Sales</b>	\$1.74/100 cf.	\$3.02/100 cf.
<b>Retail Sales (Residential and Commercial)</b>		
(Base Charge) 0-275 cubic foot	\$17.83	\$32.14
> 275 cubic foot	\$1.95/100 cf.	\$3.47/100 cf.
<b>Irrigation Only Meter</b>	<b>Inside</b>	<b>Outside</b>
(Base Charge) 0-275 cubic foot	\$17.83	\$32.14
> 275 cubic foot	\$2.93/100 cf.	\$4.31/100 cf.
<b>Pump Fee (per pump)</b>	\$8.39	\$12.54
<b>Sales From Fire Hydrant</b>		\$.02569/gallon
<b>Illegal Hydrant Connection/Use</b>		\$500 plus any damages
<b>Maggie Valley Sanitary District</b>		
0 - 10,000 gallons		\$3,076.19
All over 10,000 gallons (per 1,000 gal.)		\$12.57/1,000 gal.
<b>Fire Line Connection (monthly)</b>	<b>Inside</b>	<b>Outside</b>
<2 inch	\$3.12	\$7.03
<4 inch	\$12.48	\$28.08
<6 inch	\$25.03	\$56.29
>6 inch	\$43.82	\$97.48
	<b>Inside</b>	<b>Outside</b>
<b>Deposits</b> (tenant-occupied accounts only)	\$60.00	\$100.00
Refund, transfer and application of deposit policies are the same as for electric deposits.		
<b>Late Payment Penalty (applied to any arrears balance)</b>		2% per month
<b>Reconnection Fee</b>		\$50.00
<b>Reconnection Fee After 4 PM or on Weekends</b>		\$100.00
<b>Tampering Fee</b>		
First offense		\$200.00
Second offense (or if service is disconnected)		\$500.00
Third offense (meter will be removed)		Full cost of tap and connection fee
<b>Meter Testing Fee (reimbursable if beyond 2.5% off)</b>		\$75.00
<b>At-fault damage to fire hydrant</b>		\$100 per hour plus cost of equipment
<b>Meter Relocation Fee</b>		\$200.00 plus cost of specialized equipment, if necessary
<b>Water Tap</b>		
Residential (5/8" x 3/4")		\$1,450.00

Special (3/4" x 3/4")	\$1,500.00
1"	\$1,750.00
1 1/2"	\$2,250.00
2"	\$3,250.00
Greater than 2"	\$1,500 + Costs
<b>Water Capacity Fees - effective July 1, 2018</b>	
Per gallon per day	\$2.62

Residential Water and Sewer Capacity Fees are capped at \$150,000 combined

It is the policy of the Town of Waynesville to establish a schedule of "System Development Fees in accordance with Article 8 of Chapter 162 of the North Carolina General Statutes. The fees are intended

<b>Sewer Fund</b>		
<b>Sewer Rates</b> (Based on water consumption unless separately metered)		
<b>Late Payment Penalty</b> (applied to any arrears balance)		2% per month
	<b>Inside</b>	<b>Outside</b>
<b>Bulk Sales</b> (Industrial, min. 5,000 gpd)	\$2.9294/100 cf.	\$4.9892/100 cf.
<b>Industrial Waste Surcharges</b>		
	BOD	\$151.98/1,000 lbs.
	COD	\$80.98/1,000 lbs.
	TSS	\$80.98/1,000 lbs.
<b>Retail Sales</b> (Residential and Commercial)		
	<b>Inside</b>	<b>Outside</b>
(Base Charge) 0-275 cubic foot	\$25.94	\$46.88
>275 cubic foot	\$3.76/100 cf.	\$6.89/100 cf.
<b>Flat Rate Sewer Only</b>		\$60.00
<b>Connection Fee</b>		\$25.00
<b>After Hours Connection Fee</b>		\$75.00

<b>Industrial User Permits</b>	<b>Inside</b>	<b>Outside</b>
Annual Fee	\$1,000.00	\$2,000.00
Application Fee	\$200.00	\$400.00

<b>Hauled Wastewater</b>	
Septic Tank (domestic only)	\$0.0414/gallon \$54.23 minimum
Industrial Waste (non-domestic)	\$0.0414/gallon \$108.92 minimum
Industrial Waste (out of county)	\$0.0835/gallon \$163.66 minimum

All unit prices are applied to tanker capacity without regard to fill percentage

<b>Grease Blockage</b>	\$250.00/minimum on callout
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<b>Sewer Tap</b>	
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4"	\$1,450.00
6" and larger	\$1,700.00
<b>Sewer Capacity Fee - effective July 1, 2018</b>	
Per Gallon per Day	\$3.05

Residential Water and Sewer Capacity Fees are capped at \$150,000 combined

In addition to the tap fee, new connections to the sewage system of the Town of Waynesville shall pay a sewer capacity fee based on wastewater design flow rate determined from the table of minimum allowable design daily flow in 15A NCAC, 02T.0114 of the Environmental Management regulations contained in the North Carolina Administrative Code.

For the tributary sewer systems of Junaluska Sanitary District, Town of Clyde or Maggie Valley, wastewater flow allocation letters will be charged the sewer capacity fee at the outside rate. Lake Junaluska Assembly will be charged the sewer capacity fee for flow allocation letters at the inside rate (in consideration of their participation between 1942 and 1990 in the costs of sewer trunk and treatment plant facilities). The minimum flow rate is 240 GPD.

*It is the policy of the Town of Waynesville to establish a schedule of "System Development Fees in accordance with Article 8 of Chapter 162 of the North Carolina General Statutes. The fees are intended to defray the cost of the water and sewer infrastructure as calculated in a report by McGill Associates dated March, 2018 and titled "Cost-Justified Water and Wastewater System Development Fees Report". \*Equivalent flow rates will be per the North Carolina Administrative Code 15A: NCAC 18C.0409 and NCAC 02T.0114 (Authority NCGS 130A-315; 103A-317)*

#### **Electric Fund**

#### **Electric Rates**

Waynesville's electric rates are reviewed and adjusted monthly based on power costs billed by town's supplier for wholesale rates. Monthly reviews will determine fuel adjustments to be added to base rates shown below.

All electric sales are subject to a 7% sales tax imposed by the State of North Carolina, with the exception of electric sales to the State of North Carolina or United States government, which are exempt from the sales tax.

Residential & Commercial fuel adjustment added to base rate as of January 1, 2018 is \$ 0.00000 per kWh.

<b>Late Payment Penalty</b> (applied to any arrears balance)	2% per month
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#### **Residential**

Base Charge	\$14.55
All kWh(s)	\$0.13128/kWh

#### **Residential Solar (Accounts established prior to 4/26/22)**

Base Charge	\$40.13
All kWh(s)	0.0729238/kWh

#### **Net Meter Residential Solar Rate Rider (20kW Max. Sized to Existing Consumption)**

Base Charge in addition to residential base rate	\$10.50
Residential Rate	\$0.13128/kWh
Solar Power Credit	\$.0125 less than residential rate

<b>Commercial, Single Phase (No Demand)</b>		
	Base Charge	\$15.42
	1 - 700 kWh	\$0.15485/kWh
	701 - 4,000 kWh	\$0.12434/kWh
	All over 4,000 kWh	\$0.11879/kWh
<b>Commercial, Three Phase (No Demand)</b>		
	Base Charge	\$23.77
	1 - 700 kWh	\$0.15485/kWh
	701 - 4,000 kWh	\$0.12434/kWh
	All over 4,000 kWh	\$0.11879/kWh
<b>Net Metering Commercial Solar Rate Rider (150 kW max. Sized to Existing Consumption)</b>		
	Base Charge in addition to commercial base rate	\$11.13
	1 - 700 kWh	\$0.15485/kWh
	701 - 4,000 kWh	\$0.12434/kWh
	All over 4,000 kWh	\$0.11879/kWh
	Solar Power Credit	\$0.08
<b>Net Metering Governmental Solar Rate Rider (150 kW max. Sized to Existing Consumption)</b>		
	Base Charge in addition to commercial base rate	\$11.13
	1 - 700 kWh	\$0.15485/kWh
	701 - 4,000 kWh	\$0.12434/kWh
	All over 4,000 kWh	\$0.11879/kWh
	Solar Power Credit	\$0.08
<b>Demand Accounts</b>		
Demand meters are placed on all commercial accounts with an actual or anticipated 12 month average consumption of at least 5,000 kWh per month.		
Accounts will be removed from demand service rates when the calendar year average declines below a 5,000 kWh per month average or the nature of the operation is changed to the extent that the average consumption will be less than 5,000 kWh per month.		
<b>Three Phase</b>		
	Base Charge	\$17.70
	Usage	\$0.091054/kWh
<b>Single Phase</b>		
	Base Charge	\$15.42
	Usage	\$0.091054/kWh
In addition to the kilowatt hours charges, peak metered demand is billed at \$8.3073 per kilowatt of peak demand per month.		
<b>Industrial Accounts</b>		
Industrial rates are used on all industrial accounts with an actual or anticipated 12 month average consumption of at least 1,500,000 kWh per month.		
Industrial fuel adjustment added to base rate as of January 1, 2018 is \$ 0.00000 per kWh.		
<b>Three Phase</b>		

Base Charge	\$17.70
Usage	\$0.066921/kWh
In addition to the kilowatt hours charges, peak metered demand is billed at \$17.72 per kilowatt of peak demand per month.	
<b>Renewable Energy and Efficiency Portfolio Standards (REPS)</b>	
In 2007, the North Carolina General Assembly passed legislation that requires utility companies to develop an increasing supply of alternative energy resources, with 3% of their total supply coming from renewable by 2013 and 12% from renewable by 2021. Utility companies are charging their customers to recover the cost of the renewable energy they purchase. In turn the Town is passing along these costs to its customers. These charges (REPS) are set each December by our power supplier.	
Residential	\$0.62
Commercial	\$5.01
Industrial	\$38.96
<b>Deposits (tenant-occupied accounts only)</b>	
Residential	\$170.00
Commercial	\$200.00
Deposits may be refunded at customer request if the most recent twelve months of billings have been paid before a late-payment penalty has been added. Deposits available at termination of service are applied to unpaid utility balances and any excess deposit is refunded to customer.	
Deposits may be transferred to a new account when customer is moving if the current account is paid in full. The final bill at the current location will be transferred to the new location if not paid in full within thirty (30) days of billing.	
<b>Area Lighting Fixture</b>	
30 to 140 LED/Sodium Vapor, 100w/ 9,500 lumen Semi-Enclosed	\$15.00
150 to 215 LED/Sodium Vapor, 400w/50,000 lumen Enclosed	\$30.00
220 to 280 LED/Metal Halide, 400w/40,000 lumen Flood	\$45.00
<b>Lighting Fixtures (no longer available to new customers)</b>	
Sodium Vapor, 150w/16,000 lumen Semi-Enclosed	\$19.00
Sodium Vapor, 400w/50,000 lumen Flood	\$33.00
Mercury, 175w/ 7,000 lumen Semi-Enclosed	\$13.00
<b>Special Area Lighting Pole</b>	
If other than distribution pole, add monthly charge per pole	
Wood	\$7.00
Or, a one-time pole charge	\$250.00
<b>Underground service for area lighting</b>	
Monthly	\$5.00
Or a one-time charge	\$200.00
<b>Underground Service for New Homes (Up to 4/0 wire)</b>	
0 - 100 feet of wire from pole to house	\$250.00
All wire over 100 feet	\$3.00/ft

<b>Underground Service for Existing Homes That Change from Overhead (Up to 4/0 wire)</b>	
Opening and Closing of Ditch	\$100.00/hr
All wire	\$3.00/ft
<b>3 Phase Underground Service</b>	
4/0 wire	\$3.00/ft
350 mcm	\$4.00/ft
500 mcm	\$5.50/ft
Opening and Closing of Ditch	\$100.00/hr
If a customer digs his own ditch, the ditch must meet electrical code before the Town will put wire into the ditch.	
<b>Reconnection Fee</b>	\$50.00
<b>Reconnection Fee After 4 PM or on Weekends</b>	\$100.00
<b>Demand Account Reconnection Fee</b>	\$100 per hour plus cost of supplies/equipment
<b>Broken Seal on Electric Meter</b>	\$100.00
<b>Tampering Fee</b>	
First offense	\$400.00
Second offense (or if service is disconnected)	\$1,000.00
Third offense (meter will be removed)	Full cost of tap and connection fee
<b>Meter Testing Fee (reimbursable if beyond 2.5% off)</b>	\$100.00
<b>Meter Relocation Fee</b>	\$200.00 plus cost of specialized equipment, if nec
<b>At Fault damage to power pole/equipment</b>	\$100 per hour plus cost of equipment

**ORDINANCE NO. O-28-23**  
**BUDGET ORDINANCE 2023-2024**

**SECTION 1:** The following amounts are hereby appropriated for the operation of the Town of Waynesville and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024 according to the following summary and schedules.

SUMMARY	Estimated Revenues	Appropriations
General Fund	\$ 17,452,975	\$ 17,452,975
Water Fund	\$ 3,862,497	\$ 3,862,497
Sewer Fund	\$ 4,161,074	\$ 4,161,074
Electric Fund	\$ 11,402,059	\$ 11,402,059
<b>TOTAL BUDGET</b>	<u>\$ 36,878,605</u>	<u>\$ 36,878,605</u>

**SECTION 2:** That for the said fiscal year there is hereby appropriated out of the General Fund the following:

Estimated Expenditures	Amount
Town Council	\$ 46,649
Administration	\$ 253,135
Downtown	\$ 201,010
Finance	\$ 422,808
Public Works	\$ 648,608
Police	\$ 5,415,725
Fire	\$ 2,234,620
Street and Sanitation	\$ 2,757,960
Powell Bill	\$ 405,000
Cemetery	\$ 318,640
Development Services	\$ 1,462,025
Special Appropriations	\$ 35,000
Parks and Recreation	\$ 2,868,295
Debt Service	\$ 383,500
<b>Total</b>	<u>\$ 17,452,975</u>

**SECTION 3:** It is estimated that the following General Fund Revenues will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet the foregoing General Fund Appropriations:

Estimated Revenues	Amount
Ad Valorem Taxes-current and previous years	\$ 7,100,800
Fire Tax	\$ 635,750
Sales Tax	\$ 4,500,000
Utilities Franchise Tax	\$ 822,000
Wine and Beer	\$ 40,000
Other Taxes	\$ 7,650
Court Costs and Fees	\$ 1,500
Powell Bill	\$ 390,000
Grants/Restricted Revenues	\$ 400,000
DWC Event Fees	\$ 30,000
Building Permits and Fees	\$ 195,150
Reconnect and Late Fees	\$ 80,000
Cemetery Revenues	\$ 27,250
Recreation Department Revenues	\$ 478,500
Police Contract Services	\$ 170,000
Garbage Sanitation Fees	\$ 690,000
Investment Income	\$ 200,000
Miscellaneous Income	\$ 118,100
Sale of Fixed Assets and Materials	\$ 25,000
Operating Transfer from Other Funds	\$ 1,345,600
A B C Revenues	\$ 166,000
Fund Balance Appropriated – Powell Bill	\$ 15,000
Fund Balance Appropriated	<u>\$ 14,675</u>

**Total**            \$            **17,452,975**

**SECTION 4:** That for said fiscal year there is hereby appropriated out of the Water Fund the following:

**Estimated Expenditures**

Water Maintenance	\$	1,703,735
Water Treatment	\$	1,263,530
Charges by General Fund	\$	895,232
<b>Total</b>	<b>\$</b>	<b>3,862,497</b>

**SECTION 5:** It is estimated that the following Water Fund Revenues will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet the foregoing Water Fund Appropriations:

**Estimated Revenues**

Water Charges	\$	3,350,000
Water Taps And Connections	\$	45,000
Capacity Fee	\$	25,000
Miscellaneous Revenue	\$	2,000
Investment Income	\$	65,000
Fund Balance Appropriated	\$	375,497
<b>Total</b>	<b>\$</b>	<b>3,862,497</b>

**SECTION 6:** That for said fiscal year there is hereby appropriated out of Sewer Fund the following:

**Estimated Expenditures**

Sewer Maintenance	\$	1,655,015
Sewer Treatment	\$	1,593,110
Charges by General Fund	\$	887,949
Operating Transfer	\$	25,000
<b>Total</b>	<b>\$</b>	<b>4,161,074</b>

**SECTION 7:** It is estimated that the following Sewer Fund Revenues will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet the foregoing Sewer Fund Appropriations:

**Estimated Revenues**

Sewer Charges	\$	3,825,000
Sewer Taps And Connections	\$	30,000
Capacity Fee	\$	25,000
Miscellaneous Revenue	\$	-
Investment Income	\$	90,000
Fund Balance Appropriated	\$	191,074
<b>Total</b>	<b>\$</b>	<b>4,161,074</b>

**SECTION 8:** That for said fiscal year there is hereby appropriated out of the Electric Fund the following:

**Estimated Expenditures**

Maintenance	\$	1,659,145
Power Purchases	\$	6,710,000
Charges by General Fund	\$	1,157,314
Bad Debt Expense	\$	-
Operating Transfers	\$	1,875,600
<b>Total</b>	<b>\$</b>	<b>11,402,059</b>

**SECTION 9:** It is estimated that the following Electric Fund Revenues will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024 to meet the foregoing Electric Fund Appropriations:

**Estimated Revenues**

Electric Charges	\$	9,916,800
Security Lights	\$	52,000
Street Lights	\$	115,000

Underground Service Install	\$	1,000
Renewable Energy Portf. Stand.	\$	55,000
Electric Pole Rent	\$	22,000
Sales Tax Charges	\$	460,000
Miscellaneous Revenue	\$	15,000
Sale of Materials/Fixed Assets	\$	500
Investment Income	\$	50,000
Fund Balance Appropriated	\$	714,759
<b>Total</b>	<b>\$</b>	<b>11,402,059</b>

**SECTION 10: Tax Rate Established**

An Ad Valorem tax rate of 43.92 cents per \$100 on real and personal property billed by the town is hereby established for the Town of Waynesville. The total real and personal property valuation is \$1,484,458,571 as of January 1, 2023 with an estimated rate of collection of 97.15 percent and on motor vehicles billed by the North Carolina Department of Motor Vehicles with a value of \$117,246,569 with an estimated rate of collection of 99.99 percent for motor vehicles collected by the state. A tax rate of 19 cents per \$100 is hereby established for the Downtown Waynesville MSD with a valuation of \$56,698,216 as of January 1, 2023, with an estimated rate of collection of 97.15 percent.

**SECTION 11:** Rates effective for the fiscal year beginning July 1, 2021 are contained in the accompanying Town of Waynesville 2022-2023 Fee Schedule.

**SECTION 12: Special Authorization**

- A. The Budget Officer may transfer amounts between objects of expenditure within a department without limitations.
- B. The Budget Officer may make interfund loans as deemed necessary.

**SECTION 13: Restrictions - Budget Officer**

- A. The transfer of monies between funds, except as noted in this document, shall be accomplished by Town Council authorization only.
- B. The utilization of any reserve or contingency appropriation shall be accomplished only with Council authorization.

**SECTION 14: Encumbrances at Year End**

Funds encumbered by the Town of Waynesville as of June 30, 2023 are hereby appropriated to this budget.

**SECTION 15: Utilization of Budget and Budget Ordinance**

This Ordinance and the Budget Document shall be the basis of the financial plan for the Waynesville Municipal Government during the 2023-2024 fiscal year.

The Budget Officer shall administer the budget and ensure that departments are provided guidance and sufficient information to implement their appropriate portion of the budget. The Finance Department shall establish records which are in consonance with the budget and this ordinance and the appropriate statutes of the State of North Carolina.

Adopted this 13th day of June, 2023.

TOWN OF WAYNESVILLE:

ATTEST:

\_\_\_\_\_  
Candace Poolton, Town Clerk

\_\_\_\_\_  
J. Gary Caldwell, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha Sharpe Bradley, Town Attorney

**RESOLUTION NO. R-12-23**

Resolution on Financial Operating Plan for the Garage Internal Service Fund

WHEREAS, the Town Council of the Town of Waynesville, wishes to establish a financial operating plan for the Garage Internal Service Fund.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville to adopt a financial operating plan for the 2023-2024 year for the Garage Internal Service Fund as follows:

Garage Operations:	
Estimated Revenues:	
Charges to User Departments	\$ 117,900
<b>Total</b>	<b>\$ 117,900</b>
Appropriations:	
Operations	\$ 117,900
<b>Total</b>	<b>\$ 117,900</b>

Adopted this 13th day of June, 2023.

ATTEST:

\_\_\_\_\_  
Candace Poolton, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha Sharpe Bradley, Town Attorney

TOWN OF WAYNESVILLE:

\_\_\_\_\_  
J. Gary Caldwell, Mayor

**Grant Project Ordinance No. O-29-23 for the Town of Waynesville American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds**

**BE IT ORDAINED** by the town council of the Town of Waynesville, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

**Section 1:** This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Waynesville (Town) has received the first and second tranches in the amount of \$3,231,910.78 of CSLFRF funds. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

**Section 2:** The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

**Section 3:** The following amounts are appropriated for the project and authorized for expenditure:

Project Description	Expenditure Category (EC)	Appropriation of ARP Funds
Law Enforcement for Police Department vehicles	6.1	\$247,815
Fire Service for fire vehicles	6.1	\$81,119
Sanitation service garbage cans	6.1	\$304,953
Storm sewer on Kentucky Avenue	6.1	\$54,367
Greenway & pedestrian bridge	6.1	\$265,911
Water project Pigeon Street	6.1	\$419,213
I&I mitigation/slip lining	6.1	\$425,609
Column Lifts for Garage	6.1	\$43,745
F350 for Garage	6.1	\$62,000
Small Excavator	6.1	\$29,300
Repaint CT Chamber & backwash tanks at water plant	6.1	\$300,000
Tractor with snow removal equipment	6.1	\$34,965
Dispatch Center Upgrade	6.1	\$124,870
Finance Dept SUV	6.1	\$40,000
Hazelwood Offices/FD Bunks	6.1	\$150,000
Police sedan & equipment	6.1	\$50,019
Police Fire Arms	6.1	\$10,025
Axon car and body worn camera system	6.1	\$88,000
Trash Truck	6.1	\$360,000
Parks & Rec Maint. Truck	6.1	\$60,000
Obama King Park Bathroom	6.1	\$80,000
Total		\$3,231,911

**Section 4:** The following revenues are anticipated to be available to complete the projects:

**ARP/CSLFRF Funds:** \$3,231,910.78

**Total:** **\$3,231,910.78**

**Section 5:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town's Uniform Guidance Allowable Costs and Cost Principles Policy.

**Section 6:** The Finance Officer is hereby directed to report the financial status of the project to the town council on a quarterly basis.

**Section 7:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Town Clerk.

**Section 8:** This grant project ordinance expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Adopted this 13th day of June, 2023.

Town of Waynesville

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J. Gary Caldwell  
Mayor

Attest:

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Candace Poolton  
Town Clerk

Approved As To Form:

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Martha Sharpe Bradley  
Town Attorney

**TOWN OF WAYNESVILLE TOWN COUNCIL  
REQUEST FOR BOARD ACTION  
Meeting Date: June 13, 2023**

**SUBJECT:**

Police Department Budget Amendment to use Forfeiture Funds for the purchase of patrol rifles.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Police Department  
**Contact:** Lt. Chris S. Chandler  
**Presenter:** Lt. Billy Benhart

**BRIEF SUMMARY:**

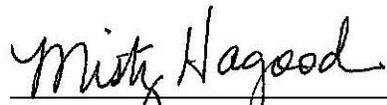
The Police Department is requesting Federal Forfeiture funds be made accessible for the purchase of five patrol rifles. With the addition of new officers, the police department needs to purchase five additional patrol rifles for duty assignment. Adams Arms Holdings, LLC, contacted the police department with a very rare opportunity to purchase these rifles at less than half the normal price. Adams Arms produces a high-quality product that we will not have an opportunity to purchase at this price in the future.

Available Funds: Federal Forfeiture Funds \$4,484.22  
Requested Funds: Rifle P1 5.56 16" \$512.00 x 5 = \$2,560.00

**MOTION FOR CONSIDERATION:**

Approve the budget amendment to use Federal Forfeiture funds for the purchase of the above requested rifles.

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

  
Misty Hagood, Finance Director \_\_\_\_\_ 5/30/23  
Date

**ATTACHMENTS:**

Quotation from Adams Arms Holdings, LLC

**MANAGER'S COMMENTS AND RECOMMENDATIONS:**



**Adams Arms Holdings, LLC**  
 21228 Powell Road  
 Brooksville, FL 34604  
 P: 727-853-0550

# Quote

Date	Quote #
5/11/2023	315

Name / Address
Waynesville Police Department 9 S Main St. Waynesville, NC 28786

Ship To
Waynesville Police Department 9 S Main St. Waynesville, NC 28786

P.O. No.	Payment Terms	Rep	FOB	Ship Via
		LE		
Item	Description	Qty	Cost	Total
FGAA-00424	Rifle P1 5.56 16" Upper Receiver: A4 Flat-Top, Forged Barrel Length: 16" Barrel Contour: M4 Barrel Material: 4150 Chrome Moly Vanadium Steel Muzzle Thread Pattern: 1/2"-28 Chrome Lined: No Barrel Finish: QPQ Melonite / Black Nitride Twist Rate: 1 In 7" Chamber: 5.56x45mm NATO M4 Feed Ramps: Yes Bolt Carrier: Full-Auto Rated 1-Piece W/Integral Piston Strike Face Muzzle Device: A2 Flash Hider Gas System Length: Carbine, Short Stroke Piston Operated Gas Block Diameter: 0.750" Handguard: M4 Handguards Sights: None Grip: A2 Grip Trigger: Standard G.I. Stock: 6-Position Collapsible Weight: 6.2 Lbs OAL: 32.5" Collapsed UPC: 812151023759 Lifetime Warranty: Yes	5	499.00	2,495.00
SHIPPING CHAR...	Rifles shipped to Police Department	5	13.00	65.00
				0.00
			<b>Total</b>	\$2,560.00

Ordinance No. O-30-23

Amendment No. 23 to the 2022-2023 Budget Ordinance

WHEREAS, the Town Council of the Town of Waynesville, wishes to amend the 2022-2023 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Waynesville that the 2022-2023 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

Fund Balance-Federal Forfeiture Funds	\$2,560.00
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Increase the following appropriations:

Police Dept	\$2,560.00
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Adopted this 13th day of June 2023.

Town of Waynesville

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Gary Caldwell  
Mayor

Attest:

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Candace Poolton  
Town Clerk

Approved As To Form:

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Martha Sharpe Bradley  
Town Attorney



**PROPOSAL**

**Cleaning and Custodian Services for the Town of Waynesville  
July 1, 2023 through June 30, 2024**

The undersigned has carefully read and clearly understands the specifications and conditions of the contract and declares he will provide the cleaning services and meet the necessary requirements for the following price.

	\$ <u>6,206.76</u> per month
Municipal Building - 16 S. Main St.	\$ <u>711.72</u>
Hazelwood - 280 Georgia Ave.	\$ <u>1,411.56</u>
Town Hall, Police, Development & DWA - 9 S. Main St.	\$ <u>2,623.32</u>
Public Works - 129 Legion Dr.	\$ <u>1,460.16</u>

Company Name Reliable Facility Group	Bid Submitted By (Signature) <i>Matt Pencarinha</i>
Address 1278 Hendersonville Rd, Suite E	Printed Name and Title Matt Pencarinha, CEO
City State Zip Asheville, NC 28803	
Telephone No. 828-337-4593	<u>Payment Terms are Net 30. No payment discounts apply in determining award.</u>

**TOWN OF WAYNESVILLE COUNCIL  
REQUEST FOR COUNCIL ACTION  
Meeting Date: June 13, 2023**

**SUBJECT:** Street Paving Contract

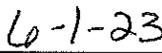
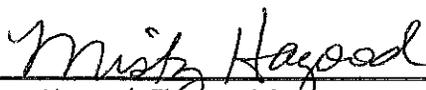
**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Street Department  
**Contact:**  
**Presenter:** Lisa Burnett

**BRIEF SUMMARY:** Powell Bill allocation for paving in the FY Budget 23/24 is \$300,000.00. Our current paving contract ends on June 30, 2023.

**MOTION FOR CONSIDERATION:** To award the annual paving contract beginning July 1, 2023 - June 30, 2024, to WNC Paving Inc., in the amount of \$267,250.00 with the option for an additional two-year renewal.

**FUNDING SOURCE/IMPACT:** Powell Bill 104560-534430 Infrastructure Paving Improvements

  
\_\_\_\_\_  
Misty Hagood, Finance DirectorDate

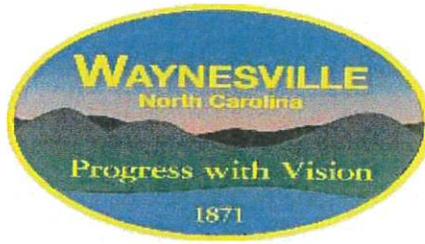
**ATTACHMENTS:**

- Bid Tabulation
- WNC Paving contract pricing from 2020-2021

**MANAGER'S COMMENTS AND RECOMMENDATIONS:**

**Town of Waynesville**  
**Bid Evaluation**  
**Street Paving**  
**Bid Opening May 31, 2023 2:00 p.m.**

<b>Vendor</b>	<b>Asphalt Concrete Surface Course Type SF9.5C 2,000 Ton</b>	<b>Asphalt Surface Treatment Split Seal 3,000 Sq Yard</b>	<b>Total Price</b>
Custom Paving Inc.	\$290,000.00 \$145.00/ton	\$25,000.00 \$5.00/ sq yd.	\$315,000.00
HMC Paving & Construction Co.	\$296,000.00 \$148.00/ton	\$42,500.00 \$8.50/sq yd.	\$338,500.00
<b>WNC Paving, Inc.</b>	<b>\$249,000.00</b> <b>\$124.50/ton</b>	<b>\$18,250.00</b> <b>\$3.65/sq.yd.</b>	<b>\$267,250.00</b>

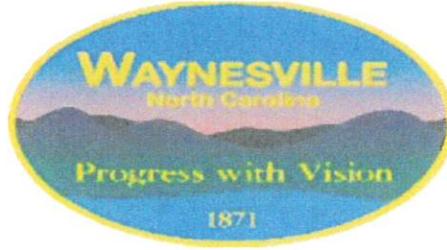


### Paving Bid Form

Bidder WNC PAVING, INC.  
NC License Number 4238  
Address P.O. Box 896  
City/State/Zip Waynesville NC 28786  
Contact Person Bob Wiggins  
Signature of Owner [Signature]  
Contract Period July 1, 2023 to June 30, 2024

<u>Item</u>	<u>Quantity</u>	<u>Price per Ton/Sq. Yard</u>
Asphalt Concrete Surface Course Type SF9.5C	2,000 Ton	<u>124.50</u>
Asphalt Surface Treatment Split Seal	5,000 Sq. Yard	<u>3.65</u>

Total Bid: \$ 267,250.<sup>00</sup>



## Paving Bid Form

Bidder \_Custom Paving Inc.

NC License Number 28629 (Unlimited)

Address 814 Hyatt Creek Road , PO Box 1305

City/State/Zip Waynesville NC 28786

Contact Person Barry Anders 828-400-2278

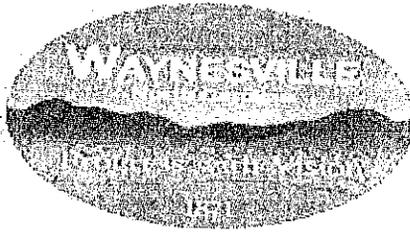
Signature of Owner \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Barry Anders", is written over a horizontal line.

Contract Period July1, 2023 to June 30, 2024

<u>Item</u>	<u>Quantity</u>	<u>Price per Ton/Sq. Yard</u>
Asphalt Concrete Surface Course Type SF9.5C	<u>2,000 Ton</u>	<u>\$ 145.00</u>
Asphalt Surface Treatment Split Seal	<u>5,000 Sq. Yard</u>	<u>\$ 5.00</u>

**Total Bid: \$ 315,000.00**

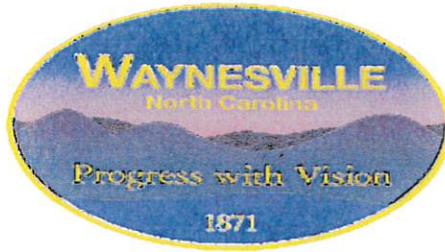


### Paving Bid Form

Bidder The HMC Paving & Construction Company Inc.  
NC License Number 57669  
Address 25 Holly Hill Rd  
City/State/Zip Bryson City, NC 28713  
Contact Person Mark Fortner or Alexis McMahan (828) 488-6298  
Signature of Owner *Mark Fortner*  
Contract Period July 1, 2023 to June 30, 2024

<u>Item</u>	<u>Quantity</u>	<u>Price per Ton/Sq. Yard</u>
Asphalt Concrete Surface Course Type SF9.5C	<u>2,000 Ton</u>	<u>\$ 148.00</u>
Asphalt Surface Treatment Split Seal	<u>5,000 Sq. Yard</u>	<u>\$ 8.50</u>

Total Bid: \$ 338,500.00



**Paving Bid Form**

Bidder WNC PAVING, INC.  
NC License Number 4238  
Address P.O. Box 896  
City/State/Zip WAYNESVILLE NC 28786  
Contact Person BOB WIGGINS / DANNY MITCHELL  
Signature of Owner   
Quote Duration April 1, 2020 through June 30, 2021

<u>Item</u>	<u>Quantity</u>	<u>Price per Ton/Sq. Yard</u>
Asphalt Concrete Surface Course Type SF9.5	<u>2,000 Ton</u>	<u>118.<sup>00</sup></u>
Asphalt Surface Treatment Split Seal	<u>5,000 Sq. Yard</u>	<u>3.<sup>50</sup></u>

Total Bid: \$ 253,500.<sup>00</sup>

**TOWN OF WAYNESVILLE**

**PAVEMENT AND SIDEWALK IMPROVEMENTS**

<b>STREET</b>	<b>TP</b>	<b>STREET CLASS</b>	<b>BEGINNING</b>	<b>ENDING</b>	<b>L/F</b>	<b>PCR</b>	<b>SIDEWALK PRIORITY</b>	<b>L/F</b>	<b>COMMENTS</b>
ACADEMY	ST	A	MAINST	S HAYWOOD ST	526	85			
ADAMS	ST	A	2 WOODFIELD DR	GULDE SAC	394	65			
ANDREW	LN	A	DOLAN RD	CULDESAC	629	53			
ANTHONY	ST	A	2 CHESTNUT PARK DR	CHEERFUL DR	942	58			
<b>ARDEN</b>	<b>ST</b>	<b>A</b>	<b>WELCH ST</b>	<b>DEAD END</b>	<b>639</b>	<b>37</b>			
ARMS	AV	A	CAVALIER DR	CAVALIER DR	648	70			
ARNOLD	HT	A	2 DELLWOOD CITY RD	DEAD END	715	75			
ASHE	RD	A	GREENVIEW DR	ESTERORD	266	83			
ASSEMBLY	ST	A	2 NMAINST	HAMER AV	712	85			
ASSEMBLY	ST	A	134 HAMER AV	OAK ST	150	50			
ASSEMBLY	ST	A	162 OAK ST	NOAK ST	47	60			
ASSEMBLY	ST	A	168 NOAK ST	SUNSET ST	164	90			
ASSEMBLY	ST	A	204 SUNSET ST	EAST ST	910	88			
ASSEMBLY	ST	A	376 EAST ST	GRAHAM ST	218	83			
ASSEMBLY	ST	A	416 GRAHAMST	PRIVATE DRIVE	66	75			
AUBURN	RD	A	SMAIN ST	WAYNEWOOD DR	253	65			
AUBURN	RD	A	50 WAYNEWOOD DR	KELLEY ST	587	60			
AUBURN	RD	A	160 KELLEY ST	BURKE ST	594	80			
AUBURN	RD	A	360 AUBURN PARK DR	FLAG ST	676	78			
AUBURN	RD	A	526 FLAG ST	PREVOST ST	411	89			
AUBURN PARK	DR	A	320 SPRINGVIEW DR	ADAMS ST	1145	83			
AUBURN PARK	DR	A	526 ADAMS ST	WOODFIELD DR	604	76			
AVALON	CT	A	2 ROBINSON ST	DEAD END	168	60			
A2ALEA	DR	A	SHELTON ST	MELROSE ST	339	80			
A2ALEA	DR	A	64 MELROSE ST	FUNT ST	320	70			
A2ALEA	DR	A	124 FLINT ST	LAUREL CIR	370	90			
BABB	ST	A	2 CRAVEN RD	CRAVEN RD	707	90			
BALSAM	DR	A	S MAIN ST	WILLS WAY	1231	90			
BALSAM	DR	A	WILLS WAY	RIDGEWOOD DR	734	90			

BALSAM	DR	A	RIDGEWOOD DR	CLIFTON ST	183	90			
BALSAM	DR	A	CLIFTON ST	BROWN AV	816	75			
BEECH	ST	A	BOUNDARY ST	HAZEL ST	413	85			
BELLE MEADE	DR	A	CAMELOT DR	RIVERBEND ST	257	73			
BELLE MEADE	DR	A	BROWN AV	HEMLOCK ST	428	83			
BELLEVUE	RD	A	CRAVEN RD	PARK DR	594	90			
BLINK BONNY	DR	A	SULPHUR SPRINGS RD	TIMOTHY LN	259	75			
BLINK BONNY	DR	A	TIMOTHY LN	MOUNTAIN VIEW DR	668	55			
BLINK BONNY	DR	A	MOUNTAIN VIEW DR	MOUNTAIN VIEW DR	571	75			
BLINK BONNY	DR	A	MOUNTAIN VIEW DR	MADISON DR	190	65			
BLINK BONNY	DR	A	MADISON DR	BLINK BONNY DR	1304	83			
BOB WHITE	LP	A	COVEY TR	RUFFED GROUSE LN	737	84			
BONNIES	LN	A	LICKSTONE RD	DEAD END	582	47			
BORDER	ST	A	WAYNESVILLE PLZ	END MAINT	522	70			
BOUNDARY	ST	A	DEPOT ST	CHARLES ST	645	62			
BOUNDARY	ST	A	CHARLES ST	BUFFALO LN	305	68			
BOUNDARY	ST	A	BUFFALO LN	SHACKFORD ST	393	80			
BOUNDARY	ST	A	SHACKFORD ST	WALNUT ST	215	78			
BOYD	AV	B	S HAYWOOD ST	TATE ST	362	88			
BOYD	AV	B	WEST ST	BRYSON ST	178	78			
BOYD	AV	B	RICHLAND ST	DAISEY AV	277	73			
BRADLEY	ST	A	RUSS AV	RAYTOWN HTS	503	65			
BRADLEY	ST	A	RAYTOWN HTS	CARTWRIGHT DR	72	85			
BRADLEY	ST	A	BRONZEWING LN	DEE ANN DR-PRIV DRIVE	196	55			
BREEZEMONT	DR	A	COUNTRY CLUB DR	CUL DE SAC	1221	70			
BRENDLE	ST	A	2 HYATT CREEK RD	DEAD END	916	73			
BRIDGES	ST	A	2 WALNUT ST	DEAD END-PRIV PROP	269	85			
BRIGHT	ST	A	2 CAMP BRANCH RD	DEAD END	381	55			
BROAD	ST	A	2 SHELTONST	PITTS ST	526	41			
BROOK	ST	A	58 CAMELOT DR	CEDAR ST	384	85			
BROOK	ST	A	128 CEDAR ST	SPRUCE ST	479	65			
BROOK	ST	A	226 SPRUCE ST	POPLAR ST	350	65			
BROOKSIDE	CT	A	PLOTT CREEK RD	CUL DE SAC	555	85			
BROWN	AV	B	370 BOYD AV	BALSAM DR	97	85			
BROWN	AV	B	386 BALSAM DR	OLD HICKORY ST	604	55			

BROWN	AV	B	504 OLD HICKORY ST	HA2ELVIEW DR	1184	75			
BROWN	AV	B	1452 BELLE MEADE DR	EVANS DR	512	68			
BROWN	AV	B	1574 HEMLOCK ST	LEA PLANT RD	600	78			
BROWN	AV	B	1704 LEA PLANT RD	S MAIN ST	376	78			
BRUNSWICK	DR	A	GREENVIEW DR	ESSEX RD	190	77			
BRUNSWICK	DR	A	36 ESSEX RD	ESTERO RD	378	80			
BRUNSWICK	DR	A	122 RIDGE RD	ESTERO RD	524	48			
BRUNSWICK	DR	A	226 ESTERO RD	CLINE ST	338	80			
BUCKEYE	DR	A	TIMUCUA TR	CALUSA TR	322	90			
BUFFALO	LN	A	BOUNDARY ST	BUFFALO LN	91	16			
BURKE	ST	A	AUBURN RD	SHELTON ST	270	55			
BURMA	RD	A	YARBOROUGH ST	COVERED WAGON TR	870	83			
BURMA	RD	A	166 COVERED WAGON TR	PAR!< DR	203	65			
BUXTON	ST	A	SHELTONST	LOWELL ST	296	70			
CAMELLIA	CT	A	2 SANCTUARY DR	CULDESAC	122	90			
CAMELOT	DR	A	166 GEORGIA AV	CAROLINA AV	600	83			
CAMELOT	DR	A	276 CAROLINA AV	HAZELWOOD AV	361	83			
CAMELOT	DR	A	348 HAZELWOOD AV	LYNN ST	335	70			
CAMELOT	DR	A	420 LYNN ST	BROOK ST	834	84			
CANDLER	ST	A	JULE NOLAND DR	DEAD END-PARK LOT	240	86			
CAROLINA	AV	A	76 MORGAN ST	MAXWELL ST	381	80			
CAROLINA	AV	A	148 MAXWELL ST	CAMELOT DR	814	60			
CAVALIER	DR	A	DUCKETT COVE RD	ARMS AV	252	90			
CAVALIER	DR	A	46 ARMS AV	ARMS AV	846	75			
CAVALIER	DR	A	206 ARMS AV	DUCKETT COVE RD	101	31			
CENTRAL	ST	A	S HAYWOOD ST	TATE ST	381	72			
CHARLES	ST	A	BRANNER AV	BOUNDARY ST	432	78			
CHARLES	ST	A	BOUNDARY ST	WATER ST	471	37			
CHILDREN	ST	A	OAKDALE RD	GRYMES COVE RD	1304	73			
CHIPPING SPARROW	LN	A	PIGEON RD	DEAD END	1059	83			
CINDY	LN	A	OAKDALE RD	METEOR CT	743	85			
CLAY	ST	A	PUTNAM ST	DEAD END	348	73			
CONIFER HEDGE	LN	A	S MAIN ST	SETTING SUN TRL	132	85			
CONLEY	ST	A	PITTS ST	BROAD ST	1042	40			
COUNTRY CLUB	DR	B	ROLLING DR	NINEVAH RD	398	75			

COUNTRY CLUB	DR	B	COSMIC LN	ROLLING DR	95	80			
COUNTRY CLUB	DR	B	ROLLING DR	FAIRWAY DR	1228	78			
COUNTRY CLUB	DR	B	FAIRWAY DR	BREEZEMONT DR	173	75			
COUNTRY CLUB	DR	B	BRAD ST	SPRINGVIEW DR	831	83			
COUNTRY CLUB	DR	B	DUCKETT COVE RD	OAKDALE RD	329	85			
COVEY	TR	A	HAWKS CREST DR	BOB WHITE LOOP	818	80			
COWAN	ST	A	CAMP BRANCH RD	PRIVATE DRIVE	325	40			
CRAVEN	RD	A	PIGEON ST	BABB ST	175	85			
CRAVEN	RD	A	BABB ST	CALVARY ST	194	40			
CRYMES COVE	RD	A	OAKDALE RD	AMMONS TRL	1305	47			
CULPEPPER	DR	A	SYLVAN ST	DELANNE DR	116	85			
CULPEPPER	DR	A	DELANNE DR	DEAD END	659	60			
DAISEY	AV	A	BOYD AV	CLIFTON ST	758	72			
DAISEY	AV	A	CLIFTON ST	RIDGEWOOD DR	756	53			
DAISEY	AV	A	RIDGEWOOD DR	BRYSON ST	754	83			
DAVIS COVE	RD	A	STONECREST HTS	STONECREST HTS	554	83			
DAVIS COVE	RD	A	STONECREST HTS	DEAD END	790	85			
DAYCO	DR	A	S MAINST	WALMART	514	BO			
DEER PATH	RD	A	EAGLES NEST RD	END MAINT	1296	85			
DEER RUN	DR	A	ROCKY KNOB RD	PRIVATE PROPERTY	690	85			
DELANNE	DR	A	CULPEPPER DR	BUNTIN ST	609	55			
DELANNE	DR	A	BUNTIN ST	CATBIRD ST	206	50			
DELANNE	DR	A	CATBIRD ST	CAP ST	224	55			
DELANNE	DR	A	198 CAP ST	STUCCO RD	136	41			
DELANNE	DR	A	216 STUCCO RD	DEAD END	121	70			
DELLWOOD CITY	RD	B	692 LEE ST	RUSS AV	535	85			
DEPOT	ST	B	2 N MAIN ST	MONTGOMERY ST	293	85			
DEPOT	ST	B	56 MONTGOMERY ST	NHAYWOOD ST	387	89			
DEPOT	ST	B	154 SUYETA PARK DR	BOUNDARY ST	301	92			
DEPOT	ST	B	210 BOUNDARY ST	COMMERCE ST	115	73			
DEPOT	ST	B	230 COMMERCE ST	WATER ST	343	85			
DOBBIN	ST	A	ROGERS ST	LEE ST	329	85			
DOGWOOD	TR	A	EAGLES NEST RD	HUMMINGBIRD LN	2109	60			
DOGWOOD	TR	A	406 HUMMINGBIRD LN	SKYLINE DR	594	75			
DOGWOOD	TR	A	518 SKYLINE DR	EAGLES NEST RD	2659	60			

<b>DOLAN</b>	<b>RD</b>	<b>A</b>	<b>2 LOVE LN</b>	<b>KERLEY ST</b>	<b>530</b>	<b>48</b>			
DOLAN	RD	A	10D KERLEY ST	RAY ST	224	85			
DOLAN	RD	A	174 ANDREW LN	RAY ST	388	83			
DOLAN	RD	A	250 RAY ST	DEAD END	633	80			
<b>DUCKEITCOVE</b>	<b>RO</b>	<b>A</b>	<b>2 COUNTRY CLUB DR</b>	<b>CAVALIER DR</b>	<b>52</b>	<b>50</b>			
DUCKEITCOVE	RD	A	12 CAVALIER DR	CAVALIER DR	679	83			
DUCKEITCOVE	RD	A	140 CAVALIER DR	END PVMT	621	83			
EAGLE FORK	DR	A	70 GLEN EAGLE DR	HAWKS LIFT DR	2136	80			
EAGLE GAP	RD	A	2 LAUREL RIDGE DR	ROCKY KNOB RD	1444	90			
EAGLES NEST	RD	A	1820 RAMBLING RIDGE RD	HIGH RIDGE RD	1247	77			
EAGLES NEST	RD	A	2072 DOGWOOD TR	SEMEION RDG	4307	65			
EAGLES NEST	RD	A	2900 SEMEION RDG	SKYLINE DR-TOWN LIMIT	2117	70			
EAST	ST	B	860 HAMER AV	SUNNYSIDE RD	224	73			
EAST	ST	B	910 SUNNYSIDE RD	HIGHLAND RD	1010	65			
EAST	ST	B	1096 HIGHLAND RD	MEDFORD AV	18	65			
EAST	ST	B	1126 COUNSEL PL	BROADVIEW RD	146	94			
EAST	ST	B	1210 WINSTON WAY	WINSTON WAY	287	65			
EAST	ST	B	1262 N MAIN ST	WINSTON WAY	350	83			
ESTERO	RD	A	48 WAKE ST	ASHE RO	438	73			
ETHEL	LN	A							
FAIRWAY	DR	A	COUNTRY CLUB DR	RIDGE RD	2224	83			
FARLEY	ST	A	OAKDALE RO	INDIAN SPRINGS DR	1828	62			
FARLEY	ST	A	OAKDALE RD	INDIAN SPRINGS DR	116	62			
FARLEY	ST	A	OAKDALE RD	DEAD END	226	60			
FIFTH	ST	A	SULPHUR SPRINGS RD	DEAD END	501	80			
FIRST	ST	A	SMATHERS ST	DEAD END-PRIV DRIVE	344	BO			
FLINT	ST	A	AZALEA DR	LAUREL CIR	288	80			
FLINT	ST	A	LAUREL CIR	BURKE ST	137	80			
FOREST VIEW	DR	A	LEATHERWOOD RD	HY VU DR	885	78			
<b>FOURTH</b>	<b>ST</b>	<b>A</b>	<b>SMATHERS ST</b>	<b>MEGHAN LN</b>	<b>466</b>	<b>55</b>			
FOURTH	ST	A	MEGHAN LN	CLANCY CV	1832	45			
FOURTH	ST	A	CLANCY CV	CULDESAC	99	60			
FRANKLIN	ST	A	HENDRIX ST	DEAD END	691	86			
FRAZIER	ST	A	MCELROY ST	DEAD END	420	57			
FRIENDSHIP	CI	A	PARK DR	DEAD END	481	70			

GARDNER	ST	A	SMATHEHS ST	DEAD END	261	45			
GARLAND	ST	A	OAKDALE RD	DEAD END	658	26			
GEORGIA	AV	A	MORGAN ST	MAXWELL ST	385	75			
GEORGIA	AV	A	CAMELOT DR	BROWN AV	332	75			
GEORGIA	AV	A	BROWN AV	WESTWOOD CIR	650	40			
GLEN EAGLE	DR	A	EAGLE FORK DR	AltaVista WAY	277	85			
GLEN EAGLE	DR	A	ALAVISTA WAY	WOODY LN	526	62			
GLENDALE	DR	A	AUBURN PARK DR	SPRINGVIEW DR	463	78			
GLENDALE	DR	A	SPRINGVIEW DR	WOODFIELD DR	363	85			
GOODYEAR	ST	A	RICHLAND ST	MEADOW ST	546	80			
GRAHAM	ST	A	ASSEMBLY ST	QUEEN ST	825	58			
GRAYDEN	ST	A	OAKDALE RD	OAKDALE RD	718	83			
GREENVIEW	DR	A	LONGVIEW DR	FAIRWAY DR	168	85			
GREENVIEW	DR	A	FAIRWAY DR	SURREY RD	200	60			
GREENVIEW	DR	A	JACKSON DR	LONGVIEW DR	259	90			
GREENVIEW	DR	A	WAKE ST	ASHE RD	407	83			
GREENVIEW	DR	A	CUNE ST	BLUEBERRY LN	730	65			
GREENVIEW	DR	A	574 BLUEBERRY LN	BRUNSWICK DR	515	67			
GRIMBALL	DR	A	272 MORGAN ST	LINGERING SHADE LN	1074	72			
HAMER	AV	A	2 ASSEMBLY ST	TAYLOR AV	783	83			
HAMER	AV	A	154 TAYLDR AV	TAYLOR AV	677	77			
HAMER	AV	A	284 TAYLOR AV	SIMPSON TR	67	55			
HAMER	AV	A	300 SIMPSON TR	EAST ST	1159	42			
HAWKS CREST	OR	A	PIGEON RD	BOB WHITELOOP/ENO ISL	149	75			
HAWKS CREST	DR	A	END ISLAND	COVEY TR	143	70			
HAWKS CREST	DR	A	BOB WHITE LOOP	COVEY TR	103	70			
HAWKS CREST	DR	A	BEGIN ISLAND/BOB WHITE	PIGEON RD	144	75			
HAWKS CREST	DR	A	BEGIN ISLAND	END ISLAND	118	75			
HAWKTREE	LN	A	LENOIR CIR	PRIVATE DRIVE	558	83			
HAYWOOD	ST	B	2 BRANNER AV	MILLER ST	596	90			
HAZELWOOD	AV	B	620 ELYSINIA AV	HYATIST	620	80			
HEMLOCK	ST	A	14 LEA PLANT RD	MIMOSA LN	409	73			
HENSON	DR	A	LEATHERWOOD RD	VANCE ST	968	63			
HICKORY	DR	A	2 CAMP BRANCH RD	REDBUDLN	211	89			
HICKORY	DR	A	42 REDBUDLN	TIMUCUA TR	251	85			

HICKORY	DR	A	90 TIMUCUA TR	MULBERRY DR	508	90				
HICKORY	OR	A	256 MUSKOGEE TR	HONEYSUCKLE DR	381	80				
HIGH	ST	A	KELLER ST	HY VU DR	398	60				
HIGH RIDGE	RD	A	EAGLES NEST RD	RAMBLING RIDGE RD	1396	68				
HIGH RIDGE	RD	A	272 RAMBLING RIDGE RD	LARCHWOOD PT	2401	63				
HIGH RIDGE	RO	A	740 LARCHWOOD PT	ROCKY KNOB RD	1030	80				
HIGHLAND	RD	A	2 SUMMITIST	E MARSHALL ST	1260	85				
HIGHLAND	RD	A	242 E MARSHALL ST	EAST ST	799	83				
HILLVIEW	CI	A	S MAIN ST	VETERANS DR	696	78				
HILLVIEW	CI	A	132 VETERANS DR	S MAIN ST	748	80				
HODGES	DR	A	2 THOMASPK	PLOTIHTS	1403	90				
HOSPITAL	ST	A	EAST ST	SHORT ST	414	83				
HOWELL	ST	A	108 WELCHST	HYDE ST	572	92				
HOWELL	ST	A	222 HYDE ST	OAK ST	175	90				
HOWELL	ST	A	OAK ST	EAST ST	1021	85				
HUMMINGBIRD	LN	A	DOGWOOD TR	DEAD END-TOWN LIMIT	850	80				
HY VU	DR	A	HIGHST	SOURWOOD DR	425	78				
HY VU	DR	A	SOURWOOD DR	FOREST VIEW DR	437	76				
HYATT	ST	A	ROCK ST	AMANDA RD	402	70				
HYATT	ST	A	AMANDA RD	TARHEEL DR	1427	83				
INDIAN SPRINGS	OR	A	FARLEY ST	CULDE SAC	241	90				
IRIS	LN	A	SANCTUARY DR	DEAD END	435	90				
J F MORRIS	DR	A	OAKDALE RD	cul de sac	622	40				
JARVIS	ST	A	BROAD ST	DEAD END	834	53				
JOHNSON HILL	DR	A	EAST ST	DEAD END	854	77				
JULE Noland	DR	A	RUSS AV	CANDLER ST	1878	33				
KATHY	DR	A	CAMP BRANCH RD	DEAD END	462	75				
KELLER	ST	A	LEATHERWOOD RD	HIGH ST	550	85				
KERLEY	ST	A	DOLAN RD	SONORA LN	273	83				
KERLEY	ST	A	SONORA LN	DEAD END	690	78				
LANSING	RD	A	GARCI DR	CHG WIDTH	739	70				
LANSING	RD	A	SYLVAN ST	CHG WIDTH	664	0				Property Acquisition Neede for Widening
LARCHWOOD	PT	A	HIGH RIDGE RD	GULDE SAC	1039	73				
LAUREL	CI	A	FLINT ST	AZALEA DR	576	60				
LAURELWOOD	LN	A	LITTLE MOUNTAIN RD	PRIVATE PROPERTY	396	65				

LEATHERWOOD	RD	A	HENSON DR	KELLER ST	245	80			
LEATHERWOOD	RD	A	KELLER ST	FOREST VIEW DR	1495	80			
LEE	ST	A	DOBBIN ST	DELLWOOD CITY RD	393	85			
LEGION	DR	B	TOWN & COUNTRY DR	S MAIN ST	1140	00			
LENOIR	CI	A	HAWKTREE LN	DEAD END	1730	83			
LINER	CT	A	BROWN AV	PRIVATE DRIVE	168	80			
LOCUST	OR	A	GREAT SMOKY MTN EXPW	RHINEHART ST	1942	35			
LOCUST	OR	A	RHINEHART ST	LLOYDS MTN ROG	323	70			
LOCUST	DR	A	LLOYDS MTN ROG	MAYWOOD TER	1624	70			
LOCUST	DR	A	MAYWOOD TER	DEAD END	542	80			
LOVE	LN	A	DOLAN RD	ORCHARD VIEW DR	2630	80			
LOWELL	ST	A	BUXTON ST	AUBURN RO	621	65			
LYNN	ST	A	2 HAZELWOOD AV	CAMELOT DR	563	75			
MAPLE	ST	A	2 NMAINST	CHERRY ST	1011	57			
MARSHALL	ST	A	418 BROADVIEW RD	NMAINST	756	63			
MARSHALL	ST	A	2 N MAIN ST	WALNUT ST	384	68			
MARSHALL	ST	A	70 RECREATION LOOP	DEAD END	569	85			
MCCRACKE N	ST	A	PIGEON ST	OAKDALE RD	1542	85			
MEADOWBROOK	CI	A	PLAYGROUND ST	STONEY BROOK LN	128	75			
MELROSE	ST	A	AZALEA DR	BURKE ST	454	70			
MILL	ST	A	2 NORRIS ST	RAINBOW RD	1088	77			
MILL	ST	A	204 RAINBOW RD	CHESTNUT PARK DR	202	89			
MILLER	ST	B	2 N MAIN ST	MONTGOMERY ST	286	90			
MILLER	ST	B	54 MONTGOMERY ST	N HAYWOODST	215	80			
MILLER	ST	B	94 N HAYWOOD ST	CHURCH ST	966	70			
MISSISSIPPI	AV	A	2 VIRGINIA AV	SMAINST	627	83			
MORNINGVIEW	RD	A	NORRIS ST	MORNINGVIEW-CIRCLE	1395	50			
MORNINGVIEW - CIRCL	RD	A	266 MORNINGVIEW RD	MORNINGVIEW RD	243	73			
MOUNTAIN VIEW	DR	A	2 BLINK BONNY DR	ETHELLN	761	60			
MOUNTAIN VIEW	DR	A	150 ETHEL LN	BLINK BONNY DR	1385	77			
MUSE	ST	A	HENDRIX ST	END MAINT	924	90			
NAGS TRAIL	RD	A	EAGLES NEST RD	DEAD END	1324	85			
NELSON PARK	DR	A	N MAINST	DEAD END-PRIV PROP	889	49			
NOLAND	DR	A	2 SMATHERS ST	DEAD END	216	83			
NORMAN	ST	A	S MAIN ST	DEAD END	599	43			

NORRIS	ST	A	2 SMATHERS ST	MILL ST	312	83			
NORRIS	ST	A	164 QUINCY ST	RAINBOW RD	401	57			
OAK	ST	A	2 HOWELL ST	ASSEMBLY ST	486	65			
OAK	ST	A	2 ASSEMBLY ST	DEAD END	451	94			
OAKDALE	RD	B	224 BROAO ST	GRAYDEN ST	125	90			
OAKDALE	RD	B	562 CELTIC CT	PATRICK DR	410	80			
OAKDALE	RD	A	1098 GARLAND ST	BALDWIN DR	811	90			
ORCHARD VIEW	DR	A	LOVE LN	DEAD END	532	60			
OSHEA	LN	A	SULPHUR SPRINGS RD	DEAD END	572	70			
OVERBROOK	DR	A	N MAINST	BROADVIEW RD	566	67			
OVERLOOK	CT	A	WILLOW RD	DEAD END	397	83			
PARK	DR	A	YARBOROUGH ST	BURMA RD	377	68			
PARK	DR	A	BURMA RD	HILLSIDE RD " CURVE	935	60			
PINE	DR	A	SLOAN DR	DEAD END	443	70			
PINEVIEW	DR	A	PINEWOOD DR	DEAD END	252	83			
PINEWOOD	DR	A	KIMBERLY LN	KIMBERLY LN	379	80			
PINEWOOD	DR	A	BRIDGET DR	LARIAT LOOP	165	80			
PINEWOOD	DR	A	LARIAT LOOP	QUEST LN	988	83			
PINEWOOD	DR	A	QUEST LN	PINEVIEW DR	812	90			
PINEWOOD	DR	A	PINEVIEW DR	END PVMT	811	75			
PISGAH	DR	A	RIDGEWOOD DR	CLIFTON ST	575	83			
QUEEN	ST	A	PARK DR	GRAHAM ST	153	55			
QUEEN	ST	A	GRAHAM ST	WESTVIEW ST	171	55			
QUEEN	ST	A	WESTVIEW ST	PRIVATE DRIVE	439	70			
RAMBLING RIDGE	RD	A	EAGLES NEST RD	HIGH RIDGE RD	2615	63			
RAYTOWN HTS	CI	A	CHG WIDTH	RAYTOWN HTS	536	67			
REBE	ST	A	HARRIS ST	DEAD END	159	70			
RECREATION	LP	A	W MARSHALL ST	W MARSHALL ST	511	60			
REINERTSON	DR	A	EAGLES NEST RD	BANKER DR	1338	83			
RESERVOIR	DR	A	TEST FARM RD	END PVMT	1201	37			
RHINEHART	ST	A	LOCUST DR	DEAD END	549	83			
RHODODENDRON	DR	A	TIMUCUA TR	CUL DE SAC	257	90			
RICHLAND	ST	A	CHURCHST	GOODYEAR ST	785	70			
RICHLAND	ST	A	GOODYEAR ST	KILLIAN ST	475	90			
RIDGE	RD	A	ESSEX RD	MACON ST	183	85			

RIDGE	RD	A	MACON ST	JACKSON DR	792	83			
RIDGE	RD	A	JACKSON DR	BRUNSWICK DR	755	67			
RIDGEWOOD	DR	A	DAISEY AV	PISGAH DR	190	50			
RIDGEWOOD	DR	A	PISGAH DR	BALSAM DR	311	83			
RIVERBEND	ST	A	272 SCATES ST	LEAF LN	242	73			
RIVERBEND	ST	A	316 LEAF LN	BROWN AV	38	75			
RIVERBEND	ST	A	376 BELLE MEADE DR	S MAIN ST	781	78			
ROLLING	DR	A	170 MERRIMAC CIR	COUNTRY CLUB DR	1417	86			
RUFFED GROUSE	LN	A	HAWKS CREST DR	BOB WHITE LOOP	462	83			
RUFFED GROUSE	LN	A	76 BOB WHITE LOOP	QUAIL MOUNTAIN LN	416	60			
RUFFED GROUSE	LN	A	154 QUAIL MOUNTAIN LN	CUL DE SAC	675	63			
SANCTUARY	DR	A	392 IRIS LN	CLIFF LN-TOWN LIMIT	367	94			
SAWYER	ST	A	2 HENDRIX ST	EXPLORER DR	988	50			
SAWYER	ST	A	188 EXPLORER DR	DEAD END	734	73			
SCATES	ST	A	RIVERBEND ST	HEMLOCK ST	486	90			
SCATES	ST	A	98 HEMLOCK ST	RAILROAD ST	221	90			
SECOND	ST	A	2 SMATHERS ST	DEAD END	321	80			
SHACKFORD	ST	A	BOUNDARY ST	DEAD END	591	78			
SHELTON	ST	B	82 MORNING DR	CONLEY ST	582	78			
SHORT	ST	A	WELCH ST	HOSPITAL ST	347	75			
SHORT	ST	A	64 HOSPITAL ST	PIGEON ST	731	73			
SKYLARK	LN	A	2 WILL HYATT RD	CHICKERING LN	806	63			
SKYLINE	DR	A	2 DOGWOODTR	TOWN LIMIT-END PVMT	1694	70			
SLOAN	DR	A	SULPHUR SPRINGS RD	TIMOTHY LN	198	70			
SMATHERS	ST	B	CHURCH ST	NORRIS ST	824	85			
STONECREST	HT	A	2 DAVIS COVE RD	VEROLN	757	40			
STONECREST	HT	A	136 VERO LN	DAVIS COVE RD	251	85			
SULPHUR SPRINGS	RD	B	740 SMATHERS ST	BLINK BONNY DR	361	83			
SULPHUR SPRINGS	RD	B	1238 SEVENTH ST	ELYSINIA AV	1103	82			
SULPHUR SPRINGS	RD	B	1580 OSHEA LN	HAZELWOOD AV	363	80			
SURREY	RD	A	GREENVIEW DR	LONGVIEW DR	982	85			
SWAN	ST	A	2 S MAIN ST	CHELSEA RD	390	68			
SYLVAN	ST	A	2 CHESTNUT PARK DR	CULPEPPER DR	600	70			
SYLVAN	ST	A	108 CULPEPPER DR	SMOKY MTN W EXPRESS	849	83			
TARHEEL	DR	A	16 GREAT SMOKY MTN EXPW	HYATT ST	2302	83			

TATE	ST	A	2 CHURCH ST	CENTRAL ST	258	73			
TATE	ST	A	50 CENTRAL ST	ACADEMY ST	447	60			
TAYLOR	AV	A	2 HAMER AV	DEAD END	688	63			
TERRELL	ST	A	2 ROBINSON ST	DEAD END	191	80			
THOMAS	PK	A	2 HILLSIDE RD	GLEN MEADOW DR	752	78			
TIMBERGROVE	LN	A	BURKE ST	CUL DE SAC	345	65			
TIMOTHY	LN	A	2 BUNK BONNY DR	SLOAN DR	1083	68			
TIMUCUA	TR	A	2 HICKORY DR	RHODODENDRON DR	826	68			
TIMUCUA	TR	A	150 RHODODENDRON DR	BUCKEYE DR	51	78			
TIMUCUA	TR	A	166 BUCKEYE DR	DEAD END	983	78			
UNAGUSTA	ST	A	BROWN AV	RIVERBEND ST	322	83			
VALLEY VIEW	DR	A	EAGLES NEST RD	VALLEY VIEW TER	540	86			
VALLEY VIEW	TR	A	2 VALLEY VIEW DR	END GRASS MEDIAN	604	75			
VALLEY VIEW	DR	A	2 END GRASS MEDIAN	END MAINT	515	80			
VALLEY VIEW	TR	A	2 VALLEY VIEW DR	END GRASS MEDIAN	605	80			
VANCE	ST	A	2 WALNUT ST	HENSON DR	736	60			
VANCE	ST	A	166 PARKVIEW DR	HOWELL MILL RD	2562	83			
VETERANS	CI	A	2 S MAIN ST	GOLDEN DR	1391	83			
VIGORO	LN	A	2 HEMLOCK ST	END MAINT	88S	85			
VIRGINIA	AV	A	2 HAZELWOOD AV	KENTUCKY AV	389	60			
VIRGINIA	AV	A	148 MISSISSIPPI AV	SOUTH MAIN	766	84			
WALL	ST	A	PIGEON ST	EAST ST	533	63			
WALL	ST	A	100 MOUNTAINEER ALLEY	EAST ST	978	83			
WALL	ST	A	446 HOWELL ST	N MAIN ST	622	43			
WALNUT	ST	B	466 W MARSHALL ST	VANCE ST	145	92			
WALNUT	ST	B	500 VANCE ST	BRIDGES ST	309	62			
WATER	ST	A	2 DEPOT ST	FARGO LN	512	62			
WATER	ST	A	98 FARGO LN	CHARLES ST	106	89			
WAYNESVILLE	PZ	A	2 RUSS AV	BORDER ST	118	60			
WAYNEWOOD	DR	A	2 S MAIN ST	WOODFIELD DR	1128	75			
WELCH	ST	B	230 MAXIMA LN	P J DR	167	86			
WELLS EVENT	WY	A	0 N MAIN ST	MOUNTAINEER AL	363	83			
WESTVIEW	ST	A	QUEEN ST	DEAD END	270	50			
WESTWOOD	CI	A	350 BRANKRIS OR	GEORGIA AV	860	85			
WILDCAT MTN	RO	A	2 OAKDALE RO	SANCTUARY OR	690	70			

WILLOW	RD	A	236 PLAYGROUND ST	CAMP BRANCH RD	302	83			
WOODFIELD	DR	A	628 AUBURN PARK DR	GLENDALE DR	770	70			
WOODFIELD	DR	A	790 GLENDALE OR	WAYNEWOOD DR	539	80			
WOOLANO	DR	A	2 E MARSHALL ST	OLEANDER DR	748	78			
WOODLAND	DR	A	142 OLEANDER DR	CITY LIMIT	431	83			
WOODY	LN	A	GLEN EAGLE DR	CUL DE SAC	3801	52			
WOOLSEY	HT	A	2 N MAIN ST	DEAD END	959	83			
WREN	WY	A	CARDINAL LN	LARK CT	1470	84			
WREN	WY	A	282 LARKCT	MASTerview LN	246	63			
YARBOROUGH	ST	A	PARK DR	BURMA RD	528	90			

**TOWN OF WAYNESVILLE  
PAVEMENT AND SIDEWALK IMPROVEMENTS**

STREET	TP	STREET CLASS	BEGINNING	ENDING	L/F	PCR	SIDEWALK PRIORITY	L/F	COMMENTS
<b><u>Medium Priority</u></b>									
BROOK	ST	A	2 BROWNAV	CAMELOT DR	330	35			
HOWELL	ST	A	2 NMAINST	WALL ST	275	37			
LEE	ST	A	2 RUSS AV	DOBBIN ST	291	23			
MEADOWBROOK	CI	A	26 STONEY BROOK LN	PLAYGROUND CT	227	48			
SULPHUR SPRINGS	RD	B	1446 ELYSINIA AV	OSHEALN	726	65			
SYLVAN	ST	A	338 SHINGLE COVE RD	LANSING RD	186	35			
<b><u>LOW Priority</u></b>									
CALVARY	ST	A	2 CRAVEN RD	HILLSIDE RD	358	58			
DAVIS COVE	RD	A	38 CHATHAM ST	STONECREST HTS	476	38			
MCELROY	ST	A	2 FRAZIER ST	RAY ST	693	35			

**TOWN OF WAYNESVILLE TOWN COUNCIL  
REQUEST FOR COUNCIL ACTION  
Meeting Date: 6/13/2023**

**SUBJECT** Designation as a “Distressed Community” to leverage grant funds to cover the \$5 million dollar gap in Waynesville’s wastewater renovation funding.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Administration  
**Contact:** Rob Hites  
**Presenter:** Rob Hites

**BRIEF SUMMARY** Last year the Town submitted a profile of the wastewater renovation project in order to be designated a “distressed community”. After reviewing our materials, DENR stated that the Town did NOT qualify for the status. By not being designated a “Distressed Community” the Town was not eligible for grant funding directed at Towns that were designated as “Distressed”. We received a letter on Monday (6/5/23) that invites the Town to request the designation of “Distressed “ based on the score of its original submission (last year). The State has allocated a billion dollars in ARP funding for “Distressed “ communities so we would be eligible for at least the \$5 million dollar we need to cover the gap between our SRF Loan of \$25 million and total project cost of \$29 million. As a “Distressed Community”, the Town will have to carry out an asset assessment and rate study, participate in a training and education program (this is directed at the governments that are under “watch” by the Local Government Commission), Develop a short- and long-term action plan (we developed this for the SRF Loan) and develop a long-term financial management plan. While these are burdensome, we have already developed the majority of the plans and need only place them in the format required by DENR. As to the rate study, the Council has directed the staff to initial such a study for all utility funds.

**MOTION FOR CONSIDERATION:** Adopt the attached resolution requesting that the Town be designated as “Distressed” based on its first assessment score above the designation threshold.

**FUNDING SOURCE/IMPACT:** Sewer

**ATTACHMENTS:** Resolution, Letter from DENR inviting the Town to apply Score Sheet and Criteria.

**MANAGER’S COMMENTS:** While the program is somewhat burdensome, it will provide our best opportunity to receive a grant to cover the gap between the SRF loan and the project cost. Should we receive a grant, we won’t have to increase rates to fund the additional \$5 million in loans. I recommend that the Council approve the resolution to be designated as “Distressed”.

## RESOLUTION No. R-11-23

### RESOLUTION REQUESTING THAT WAYNESVILLE BE DESIGNATED AS “DISTRESSED” BASED ON THE FIRST ASSESSMENT SCORE ABOVE THE DESIGNATION THRESHOLD

- WHEREAS, Session Law 2020-79 was signed into law on July 1, 2020 to improve viability of the water and wastewater systems of certain units of local government; the Viable Utility Reserve was established in the Water Infrastructure fund to be used for grants to include the study of rates, asset inventory and assessment and/or merger and regionalization options as well as construction projects which may include rehabilitation of existing utility assets, interconnections/extensions to provide regional service, decentralize an existing system, and/or other options deemed feasible to support financial, organizational, and operational viability; and
- WHEREAS, The State Water Infrastructure Authority (SWIA) and the Local Government Commission (LGC) have developed criteria to assess local government units and identify distressed units, and
- WHEREAS, The Town of Waynesville has been identified through the process approved by SWIA and the LGC as being potentially distressed, based on the financial, managerial, and technical challenges faced by the Town and which affect the long-term sustainability of the utility, as supported by the most recent assessment score which is above the designation threshold for the first time, and
- WHEREAS, The Town of Waynesville has need for state grant assistance for study and/or construction project(s), training and education, and other related assistance in support of becoming a viable utility.

#### **NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF WAYNESVILLE:**

That the Town of Waynesville, if designated as distressed, will complete the viable utility requirements in §159G-45(b) by:

1. Conducting an asset assessment and rate study. (Recently completed asset assessment or rate studies may be sufficient to meet this requirement.)
2. Participate in a training and educational program.
3. Develop a short-term and long-term action plan considering all of the following:
  - a. Infrastructure repair, maintenance, and management.
  - b. Continuing education of the governing board and system operating staff.
  - c. Long-term financial management plan.

That Waynesville acknowledges that the State Water Infrastructure Authority and Local Government Commission can impose specific conditions on grants from the Viable Utility Reserve.

That the Town of Waynesville will provide adequate access to staff, documents, equipment, and other resources pertinent to complete any future Viable Utility Reserve projects, and upon completion of the projects, provide good faith effort to implement their short-term and long-term plans to achieve system viability.

That Robert W. Hites Jr., Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file these materials for consideration on behalf of the Town of Waynesville with the State of North Carolina for a distressed designation to aid in the completion of projects in support of system viability.

That the Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such process: to make the assurances as contained above; and to execute such other documents as may be required in connection with the designation process.

That the **Town of Waynesville** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Adopted this the 13<sup>th</sup> day of June 2023 at Waynesville, North Carolina.

---

Robert W. Hites Jr., Town Manager

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting Town Clerk of the Town of Waynesville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Waynesville Town Council duly held on the 13th day of June, 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 13th day of June 2023.

---

Candace Poolton, Town Clerk



NORTH CAROLINA  
*Environmental Quality*

June 2, 2023

ROY COOPER

*Governor*

ELIZABETH S. BISER

*Secretary*

SHADI ESKAF

*Director*

Mayor Gary Caldwell  
Town of Waynesville  
PO Box 100  
Waynesville, NC 28786

Manager Rob Hites  
Town of Waynesville  
PO Box 100  
Waynesville, NC 28786

RE: Potential Designation of Distressed Unit in the Viable Utility Program for the Water/Wastewater Utility

Dear Mayor Caldwell and Manager Hites:

This notice is to make you aware that Town of Waynesville met or exceeded the threshold for potential designation as a distressed unit under the Viable Utility Program in the recent assessment of public water and wastewater utility providers across the state as directed by North Carolina General Statute (NCGS) 159G-45. Information on the state-wide assessments is provided below.

In the most recent assessment, Town of Waynesville has a score of 10, which meets or exceeds the threshold of eight points for a single system (water or wastewater) or nine points for a combined water/wastewater system. The attached scorecard shows the points assigned and data used for each of the assessment criteria. An information sheet describing each of the criteria is also attached. Units designated as distressed must complete a number of actions as required by statute as outlined below, and are eligible for grant funding under the Viable Utility Reserve.

**At this time, Town of Waynesville has not been designated as a distressed unit** under the Viable Utility Program, but pursuant to the assessment schedule and process adopted by the State Water Infrastructure Authority (Authority) and the Local Government Commission (Commission), Town of Waynesville has three options as a result of this score:

1. If you do not believe that the assessment criteria accurately reflect the status of your unit, you can provide additional supporting information for consideration. Please submit any additional information by August 30, 2023.
2. You may take actions you deem appropriate to remedy the deficiencies identified through the assessment. Town of Waynesville will be reassessed in the annual review next spring, and if Town of Waynesville's score meets or exceeds the threshold for



North Carolina Department of Environmental Quality | Division of Water Infrastructure  
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633  
919.707.9160

designation for a second consecutive year, Division staff will recommend Town of Waynesville for designation as a distressed unit under the Viable Utility Program, subject to approval by the Authority and the Commission. We encourage Town of Waynesville to look at the assessment scores and seek assistance from the Viable Utility Program or other resource agency partners to help address areas of concern.

3. If you wish to be designated as a distressed unit and to begin participating in the Viable Utility Program, you may request official designation by submitting a formal written request, including a resolution by your board, requesting designation. The request must be received by July 1, 2023 and will be reviewed and considered by the Authority and the Commission for formal designation as a distressed unit under the Viable Utility Program. You will be notified of their decision after their meetings. If you wish to be designated as a distressed unit but cannot complete the formal request or provide the resolution by July 1, 2023, please contact Susan Kubacki at 919-707-9181 or [susan.kubacki@ncdenr.gov](mailto:susan.kubacki@ncdenr.gov) by July 1, 2023.

### **Viable Utility Program Background**

[Session Law 2020-79 \(SL 2020-79\)](#) was enacted July 1, 2020 to foster the viability of public water and wastewater operations across the state by identifying distressed local government units (LGUs) and providing a process for developing viable water/wastewater utilities.

*Assessment Criteria:* Several critical areas for determining when a water/wastewater utility is considered a distressed unit were outlined in SL 2020-79. Using those provisions, the Commission and the Authority worked together to adopt assessment criteria comprising financial, organizational and infrastructure components. Details on the assessment criteria and their use in scoring LGUs are provided in the attached information sheet.

*Identification Criteria:* The Commission and Authority have designed a process to identify distressed units and then work with these units to determine each unit's current conditions, consider viable options that may be available, and work with the unit on the implementation of long-term solutions. The Commission and the Authority use the following Identification Criteria for identifying distressed units:

1. A unit whose fiscal affairs are under the control of the Commission pursuant to its authority granted by NCGS 159-181 ("under Commission fiscal control"), or
2. A unit that has not submitted its annual audits to the Commission for the last two (2) fiscal years as required by NCGS 159-34, or
3. A unit with a total assessment criteria score that:



- a. Equals or exceeds 9 for units providing both drinking water and wastewater services, or
  - b. Equals or exceeds 8 for units providing only one service, either drinking water or wastewater, or
4. A unit for which other information is available to or known by the Commission or the Authority that reflects and is consistent with, but does not expressly appear in, the assessment criteria to account for situations in which the assessment criteria score does not wholly or accurately reflect a system's level of risk due to the limitations of available data.

Units designated as distressed must complete a number of actions as required by statute. The statutory requirements of distressed units are defined in NCGS 159G-45(b) and provided below:

1. Conduct an asset assessment and rate study, as directed and approved by the Authority and the Commission.
2. Participate in a training and educational program approved by the Authority and the Commission for that distressed unit. Attendance is mandatory for any governing board members and staff whose participation is required by the Authority and the Commission.
3. Develop an action plan, taking into consideration all of the following:
  - a. A short-term and a long-term plan for infrastructure repair, maintenance, and management.
  - b. Continuing education of the governing board and system operating staff.
  - c. Long-term financial management to ensure the public water system or wastewater system will generate sufficient revenue to adequately fund management and operations, personnel, appropriate levels of maintenance, and
  - d. Any other matters identified by the Authority or the Commission.

While there are statutory requirements for distressed units, there also are opportunities for continuing to move forward on long-term solutions. Grant funding provided in the Viable Utility Reserve established in NCGS 159G-22 may be available to help conduct an asset assessment and/or a rate study if needed to meet the requirements, as well as to evaluate merger, regionalization, and decentralization opportunities in the development of an action plan to ensure a long-term, viable water utility for your community. Applications for the next funding round will be accepted in the Fall. Application training will be available this summer. Dates and registration will soon be posted on the Division website:

<https://deq.nc.gov/about/divisions/water-infrastructure>



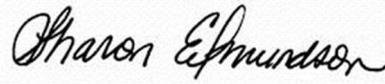
Mayor Gary Caldwell  
Manager Rob Hites  
June 2, 2023  
Page 4

Additional information about the Viable Utility Program is available on the Division's website at <https://deq.nc.gov/about/divisions/water-infrastructure/viable-utilities>.

Should you have any questions about this notice, please contact Susan Kubacki, with the Division of Water Infrastructure at 919-707-9181 or [susan.kubacki@ncdenr.gov](mailto:susan.kubacki@ncdenr.gov).



Shadi Eskaf  
Chair, State Water Infrastructure Authority  
Director, Division of Water Infrastructure  
Department of Environmental Quality



Sharon Edmundson  
Secretary, Local Government Commission  
Deputy Treasurer  
Department of State Treasurer



## Assessment Criteria Summary 2022 Assessment

Parameter	Total Possible Points	Description	Other Notes	Data Source
Service Population	1	Identifies smaller systems.  Point scored for systems serving less than 10,000 people.	This is a statutorily required criterion.	Varied
Debt Service Coverage Ratio (DSCR)	1	Measures unit's ability to cover loan payments after paying for day to day operations. Measured by looking at revenue, expenses, and loan payments (principal and interest). Calculated as (Operating revenues-operating expenses excluding depreciation) / (principal + interest payments)  Point scored if value is less than 1.1.	Over 70% of utilities have a DSCR greater than 1.1.  This is a statutorily required criterion.	Calculated from 2021 Audit data
Transfers Out	1	May indicate that revenue generated by the utilities is not being used for utility expenses.  Point scored when money is transferred out of the system's dedicated utility fund in 2 or more of the last 5 fiscal years if the system also has a negative surplus in the fiscal year of the transfer, or if the system has no debt and there is a negative surplus with debt service for a \$1 million "test" project.	This is a statutorily required criterion.	Calculated from 2021 Audit data
Transfers In	1	Indicates that the system is not generating enough money to cover expenditures.  Point scored when money is transferred into the primary water/sewer fund from other sources in 2 or more of the last 5 years.	This is a statutorily required criterion.	Calculated from 2021 Audit data
Affordability	1	Recognizes a service area's population change rate, poverty rate, median household income (MHI), unemployment rate, and property valuation per capita to established state benchmarks. <b>Note that the benchmark values are updated every year.</b>  <u>Current Benchmarks:</u> Population change: 4.42% Poverty rate: 14.0% MHI: \$52,413 Unemployment rate: 4.0% Property valuation per capita: \$107,620  Point scored if 4 or 5 of these indicators are worse than the state benchmark.		American Community Survey, Employment Security Commission, and Dept. of Revenue
UAL Control Issues	3	The UAL identifies units whose audits indicate that they may have accounting issues contributing to financial risk.  Points scored for systems that have been identified by the LGC as medium risk (2) or high risk (1) of accounting control issues		LGC

Parameter	Total Possible Points	Description	Other Notes	Data Source
DW Compliance	1	Identifies units with DW system compliance issues. Point scored if system has more than 5 MCL violations in a 5-year period or has ongoing treatment technique violations.		NC DEQ-DWR
WW / CS Compliance	1	Identifies units with wastewater treatment or collection system compliance issues.  <ul style="list-style-type: none"> <li>• WW: Point scored if either in the top 10% for number of violations in a 5-year period, or a combination of in the top 20% for number of violations in a 5-year period and more than 50% of inspections document violations for wastewater treatment operations.</li> <li>• CS: Point scored if either the following occur: <ul style="list-style-type: none"> <li>○ The system is in the top 10% of systems for the number of SSO violations in a 5-year period and the top 20% for the number of SSOs per mile of collection system, or</li> <li>○ The system is in the top 20% of systems for the number of SSO violations in a 5-year period and the top 10% for the number of SSOs per mile of collection system.</li> </ul> </li> </ul>		NC DEQ-DWR
Flow Moratorium	4	Points scored when the system is under a moratorium preventing service expansion due to inability to treat wastewater or because the system has reached 90% of permitted capacity.		NC DEQ-DWR
DW Pop/ Mile	1	Evaluates population density, measured as service population divided by miles of water line. Lower density areas tend to face more service challenges.  Point scored for density lower than 100		
Sewer Pop/ Mile	1	Evaluates population density, measured as service population divided by miles of sewer line. Lower density areas tend to face more service challenges.  Point scored for density lower than 100		
Rates	1	High rates indicate that a system is unlikely to be able to increase rates to improve revenue.  Point scored when inside rates for 5,000 gallons are greater than \$100/month for combined water and sewer service; \$50/month for water service only; and \$60/month for wastewater service only.		EFC
Revenue Outlook	4	Reflects unit's ability to generate income in the future while recognizing affordability issues.  Points scored when the system has high rates (see above) AND declining population.		EFC rates; source of population varies

Parameter	Total Possible Points	Description	Other Notes	Data Source
Surplus (deficit) w/ Debt	2	Identifies systems that are not generating enough revenue to cover expenditures including debt payments.  Points shored when number is less than or equal to \$0, indicating insufficient funds to cover expenses. Calculated as Operating Revenues-((Operating Expenses - Depreciation) + Long-term Debt Service)	Approximately 75% of utilities have revenue exceed expenditures.	Calculated from 2021 Audit data
No Debt DSCR Test	1	Similar to the DSCR calculated above but includes \$1 million "test" project if system has no debt to evaluate the unit's ability to finance a simple project with a loan.  Point scored if less than 1.1.		Calculated from 2021 Audit data
% Depreciated	1	Evaluates the financial impact of wear and tear on water and sewer assets as they age and how much service life is left.  Point scored if greater than 50%.	Approximately 70% of utilities have depreciation less than 50%.	Calculated from 2021 Audit data
Operating Margin	1	Indicates the system's ability to generate enough revenue to cover operating expenses including depreciation.  Point scored if the operating margin is less than 0. Calculated as (Operating Revenue - Operating Expenses) / Operating Revenue	Approximately 50% of utilities have an operating margin greater than 0.	Calculated from 2021 Audit data
Quick Ratio	1	Indicates whether a system is able to meet short-term financial obligations with cash or easily accessible funds by comparing current assets to liabilities.  Point scored if less than 1.1.	Approximately 95% of utilities have a quick ratio greater than 1.1.	Calculated from 2021 Audit data
Receivables Ratio	1	Measures how well the system is collecting money from customers.  Point scored for 3-year average greater than or equal to 2.3 or if there is an increase of greater than or equal to 0.2 in each of the last two years which demonstrates a declining trend in bill payment.	Over 85% of utilities have a receivables ratio less than 2.3 or less than a 0.2 increase in each of the last two years.	Calculated from 2021 Audit data

List of Acronyms		
CS = Collection System	DWR = Division of Water Resources	SSO = Sanitary Sewer Overflow
DEQ = Dept. of Environmental Quality	EFC = Environmental Finance Center	SWIA = State Water Infrastructure Authority
DSCR = Debt Service Coverage Ratio	LGC = Local Government Commission	WW = Wastewater (sewer)
DW = Drinking Water	LWSR = Local Water Supply Plan	UAL = Unit Assistant List generated by LGC to identify communities that may have problems with accounting procedures identified through audits
DWI = Division of Water Infrastructure	MCL = Maximum Contaminant Level	

## **Distressed Unit Identification Criteria**

The State Water Infrastructure Authority and Local Government Commission adopted the following Identification Criteria to be used to identify distressed units:

1. A unit whose fiscal affairs are under the control of the Commission pursuant to its authority granted by G.S. 159-181 (“under Commission fiscal control”), or
2. A unit that has not submitted its annual audits for the last two (2) fiscal years to the Commission as required by G.S. 159-34, or
3. A unit with a total Assessment Criteria (see Attachment 1) score that:
  - a) Equals or exceeds 9 for units providing both drinking water and wastewater services, or
  - b) Equals or exceeds 8 for units providing only one service, either drinking water or wastewater, or
4. A unit for which other information is available to or known by the Authority or Commission that reflects and is consistent with, but does not expressly appear in, the Assessment Criteria to account for situations in which the Assessment Criteria score does not wholly or accurately reflect a system’s level of risk due to the limitations of available data.

## Unit Assessment Criteria Scorecard – 2023 Scores

**Unit Name: Waynesville**

**Total Score: 10**

**Type of System (Water/Sewer): BOTH**

As required by Session Law 2020-79 (SL 2020-79). The Local Government Commission (LGC) and State Water Infrastructure Authority (Authority) have developed criteria to identify local governments that may be struggling to provide water and/or sewer services. Assessment criteria include parameters required by the statute, infrastructure and organizational issues, and indicators of financial strain. This score card shows the points your unit scored and the data values used to determine those points. The attached Unit Scorecard Explanation provides additional information about each of the parameters that contribute to the score. Units providing both water and sewer service and scoring 9 or more points, or units providing only a single service and scoring 8 or more points are considered at risk of being designated distressed under the new law.

Statutory Points				
Criteria	Service Population	Debt Service Coverage Ratio	Transfers Out	Transfers In
Points Scored				1
Value Used	10145	57	1	2

Infrastructure/Organizational Points									
Criteria	Afford-ability	UAL Control	DW Compliance	WW / CS Compliance	Flow Moratorium	DW Pop / Mile	Sewer Pop / Mile	Rate (2023 inside) \$/5000 gal	Revenue Outlook
Points Scored	1			1	4		1		
Value Used	5			WW: 1 CS:	1	60	57	DW: \$23.8 WW: \$37 Combined: \$60.8	Population Change: 0.036% (also considers rates)

Financial Points						
Criteria	Surplus (deficit) w/ Debt	No Debt DSCR Test	% Depreciated	Operating Margin	Quick Ratio	Receivables Ratio
Points Scored		0.65	1			1
Value Used	Surplus w/Debt: 1796025 W/\$1Million Test if No Debt:	0.65	0.65	0.65	0.65	Ratio: 0.65 Trend: 2

**TOWN OF WAYNESVILLE TOWN COUNCIL**  
**REQUEST FOR COUNCIL ACTION**  
**Meeting Date: June 13, 2023**

**SUBJECT:** Annual renewal of terms for Board and Commissions Members

**AGENDA INFORMATION**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Administration  
**Contact:** Jesse Fowler, Assistant Town Manager  
**Presenter:** Jesse Fowler, Assistant Town Manager

**BRIEF SUMMARY**

Several advisory board and commission members have terms ending on June 30<sup>th</sup>. For those that are eligible, the Town Council must approve the reappointment of individuals interested in serving another term on their respective boards and commissions. Staff also requests Town Council to decide whether they would like to re-interview renewing applicants for the following statutory advisory boards: Planning Board, Zoning Board of Adjustment, ABC Board, and Waynesville Housing Authority.

**MOTIONS FOR CONSIDERATION**

1. Motion to re-interview (or not to re-interview) Planning Board, Zoning Board of Adjustment, ABC Board, and Waynesville Housing Authority members who applied to serve another term.

*If Town Council votes to re-interview advisory board and commission's renewing members then:*

2. Motion to appoint all other applicants to serve another term on their respective boards.

*If Town Council votes not to re-interview advisory board and commission's renewing members, then:*

1. Motion to appoint all renewing applicants to serve another term on their respective boards.

**ATTACHMENTS:**

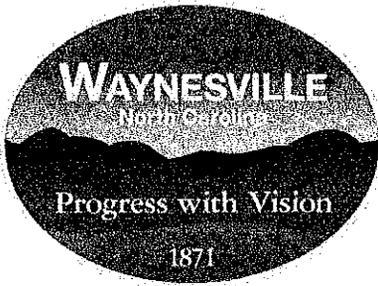
- Renewing applicants' applications

**MANAGER'S COMMENTS AND RECOMMENDATIONS**

**DOWNTON  
WAYNESVILLE  
COMMISSION**

**(4 vacancies)**

-Joyce Massie



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

cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Joyce Reeves Massie

STREET ADDRESS \_\_\_\_\_

MAILING ADDRESS PO Box 284, Balsam, NC 28707

PHONE 828-400-1072

E-MAIL joycemassie4@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
- Board of Adjustment
- Firemen's Relief Fund Board
- Historic Preservation Commission
- DWC**
- Planning Board
- Public Art Commission
- Recreation & Parks Advisory Commission
- Waynesville Housing Authority
- Cemetery Committee

\*\*As of July 27, 2021, the Board of Aldermen now require applicants to any Board and Commission required by statute to be interviewed by the Board of Aldermen. These Boards and Commissions are the Planning Board, Zoning Board of Adjustment, Alcohol Beverage Control Board, and the Waynesville Housing Authority.

I am interested in serving on this board or commission. I am interested in renewing my term to continue the projects/work we've started.

I have experience/expertise in the following areas and/or have served on the following board or commission:

I have been serving on the DWC since it was formed and as Vice-Chair for about a year.

I feel that I can contribute the following to this board or commission - We as DWC are just getting our momentum moving in a clear direction and I still have ideas and skills to contribute.

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.

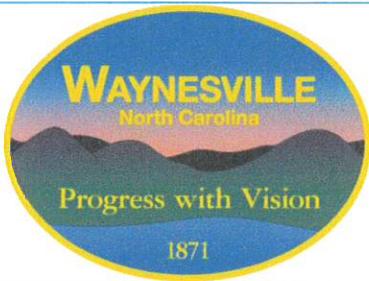
Signature Joyce R. Massie Date 6.7.23

# PLANNING BOARD

**(2 vacancies)**

-Tommy Thomas

-Stuart Bass



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

cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME John T. (Tommy) Thomas  
STREET ADDRESS 594 Country Club Drive  
MAILING ADDRESS Waynesville, NC 28786  
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"/> Board of Adjustment              | <input type="checkbox"/> Public Art Commission                  |
| <input type="checkbox"/> Firemen's Relief Fund Board      | <input type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Waynesville Housing Authority          |
|   | <input type="checkbox"/> Cemetery Committee                     |

*\*\*As of July 27, 2021, the Board of Aldermen now require applicants to any Board and Commission required by statute to be interviewed by the Board of Aldermen. These Boards and Commissions are the Planning Board, Zoning Board of Adjustment, Alcohol Beverage Control Board, and the Waynesville Housing Authority.*

I am interested in serving on this board or commission because: This will be my second term on the Planning Board and I find it very rewarding to serve our town.

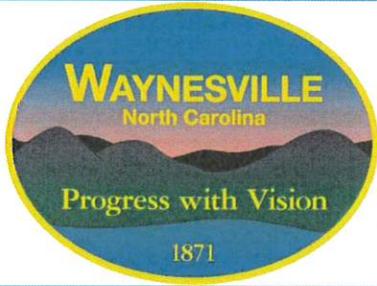
I have experience/expertise in the following areas and/or have served on the following board or commission:  
Construction Manager, Realstate Developer, Program Manager, General Contractor

I feel that I can contribute the following to this board or commission  
My experience lends itself to serve and provide good judgement for our towns future

Tell us about yourself and your background: 55 Years Experience in Industry, 3 Years Experience on Planning Board, 8 Years Experience living in 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 Tommy Thomas Date 4/24/2023



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

cpoolton@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 "

PHONE 919 452 9424

E-MAIL swbass8220@icloud.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board (checked) note: ETJ rep
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee

\*\*As of July 27, 2021, the Board of Aldermen now require applicants to any Board and Commission required by statute to be interviewed by the Board of Aldermen. These Boards and Commissions are the Planning Board, Zoning Board of Adjustment, Alcohol Beverage Control Board, and the Waynesville Housing Authority.

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 feel that I can contribute the following to this board or commission

Tell us about yourself and your background:

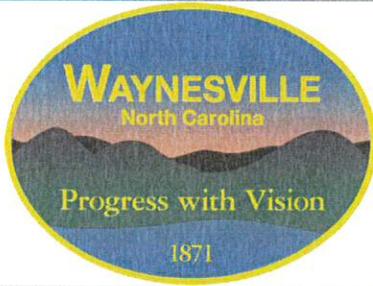
If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature: Stuart W. Bass Date: 4/24/23

# **HISTORIC PRESERVATION COMMISSION**

**(1 vacancy)**

-Bill Revis



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
cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Bill Revis
STREET ADDRESS 160 Chelsea Rd.
MAILING ADDRESS same
PHONE 828 456 9440
E-MAIL brevis160@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee

\*\*As of July 27, 2021, the Board of Aldermen now require applicants to any Board and Commission required by statute to be interviewed by the Board of Aldermen. These Boards and Commissions are the Planning Board, Zoning Board of Adjustment, Alcohol Beverage Control Board, and the Waynesville Housing Authority.

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 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 [Handwritten Signature]

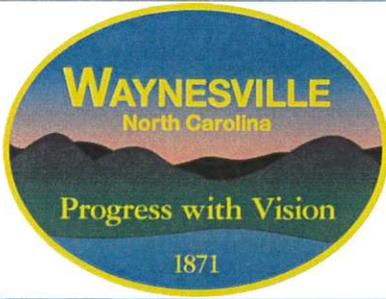
Date

# **CEMETERY COMMITTEE**

**(4 vacancies)**

-Edwin Fish

-Roy Pressley



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

cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME EDWIN FISH
STREET ADDRESS 250 KINGDOM HALL DR. CLYDE NC. 28721
MAILING ADDRESS P.O. BOX 1061 CLYDE, N.C. 28721
PHONE 8-28-593-2289
E-MAIL JEFISH19@GMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee (checked)

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I am interested in serving on this board or commission because: NOW SERVING ON CEMETERY COMMITTEE, MUCH WORK TO BE FINISHED

I have experience/expertise in the following areas and/or have served on the following board or commission:

HAVE SERVED HAS COMMITTEE CHAIRMAN & VICE CHAIRMAN

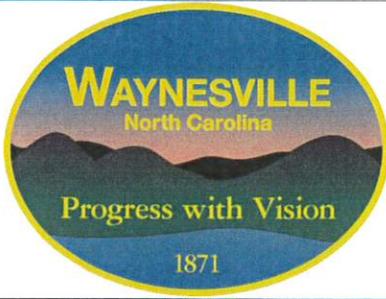
I feel that I can contribute the following to this board or commission WOULD LIKE TO SEE COMMITTEE PLANS FINISHED LIKE 20 YEAR PLAN, ARCH REBUILT RED HOUSE REBUILT + USED FOR CEMETERY OFFICE

Tell us about yourself and your background: MY FATHER STARTED WORK IN CEMETERY 1967 + I RETIRED FROM T.O.W WITH 20 YEARS OF SERVICE HAS EQUIPMENT MECHANIC + UNDER STAND CEMETERY WORKS

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

5-17-23
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

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16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Roy PRESSLEY

STREET ADDRESS 1424 Big Cove Rd

MAILING ADDRESS 1424 Big Cove Rd, Waynesville, NC

PHONE 828-452-1015 28786

E-MAIL DegABogrey@CHARTER.NET

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
- Board of Adjustment
- Firemen's Relief Fund Board
- Historic Preservation Commission
- Planning Board
- Public Art Commission
- Recreation & Parks Advisory Commission
- Waynesville Housing Authority
- Cemetery Committee

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I am interested in serving on this board or commission because: VETERANS SECTION

I have experience/expertise in the following areas and/or have served on the following board or commission:

ONE TERM ON CEMETERY COMMITTEE

I feel that I can contribute the following to this board or commission APPOINTED BY NC GOVERNOR AND SERVED 4 TERMS ON NC COMMISSION OF VETERANS AFFAIRS WHICH INCLUDED 4 STATE VETERANS CEMETRIES.

Tell us about yourself and your background: SERVED AND RETIRED AFTER 3 YEARS USMC AND 21 YEARS USAF. NC STATE COMMANDER AMERICAN LEGION 1998-1999 (45,000 MEMBERS). SERVED ON MANY COMMITTEES + COMMISSIONS NATIONAL LEVEL.

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.

Roy Pressley  
Signature

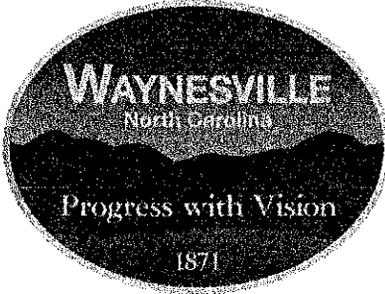
Date

# PUBLIC ART COMMISSION

**(4 vacancies) -**

Vicki Mangieri -

Steve Lloyd



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 423 503-8503

E-MAIL MANGIERIV@BMAIL.COM

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
- Board of Adjustment
- Firemen's Relief Fund Board
- Historic Preservation Commission
- Planning Board
- Public Art Commission
- Recreation & Parks Advisory Commission
- Waynesville Housing Authority
- Cemetery Committee

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I am interested in serving on this board or commission because: RENEWING MY TERM

I have experience/expertise in the following areas and/or have served on the following board or commission:

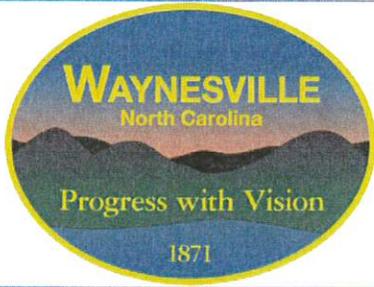
I feel that I can contribute the following to this board or commission

Tell us about yourself and your background: I AM A FLUID ARTIST & ACTRESS

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

5/31/23  
Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

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16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

cpoolton@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 stevelloyd.parris@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee

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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 feel that I can contribute the following to this board or commission

Tell us about yourself and your background:

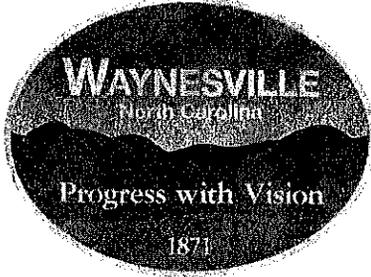
If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Signature Steve Lloyd Date 5/11/23

# **ZONING BOARD OF ADJUSTMENT**

**(1 vacancies (not including 2 alternate  
vacancies))**

-Robert Herrmann



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

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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 (Bob) A. Herrmann
STREET ADDRESS 627 Hickory Drive
MAILING ADDRESS Same
PHONE H (828) 456-3162 C (828) 506-5512
E-MAIL bob.cla627@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment (checked)
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee

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I am interested in serving on this board or commission because: I want to continue to be a part of and participate in the future of the Town of Waynesville

I have experience/expertise in the following areas and/or have served on the following board or commission: I have served on the Waynesville Planning Board for six years and the Board of Adjustment for two yrs.

I feel that I can contribute the following to this board or commission because of my prior experience of working with the general public and town staff.

Tell us about yourself and your background: I retired after 30 years as a State Farm Ins. Agent. I have been President of the Greater Oviado (population 30,000+) Chamber of Commerce. President of Oviado Rotary Club & Pres. of several Homeowners Assoc.

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.

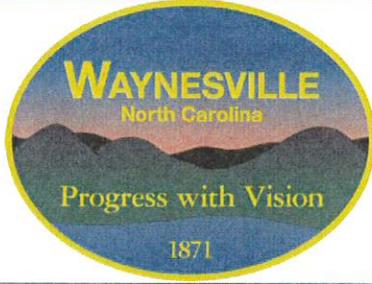
Signature Robert A. Herrmann

Date May 31, 2023

**RECREATION  
AND PARKS  
ADVISORY  
COMMISSION**

(6 vacancies)

-Eva Hansen



TOWN OF WAYNESVILLE, NORTH CAROLINA  
Application for Appointment to Boards/Commissions  
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16 South Main Street, P.O. Box 100, Waynesville, NC 28786  
(828) 452-2491 cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Eva Hansen  
STREET ADDRESS 21 Jenny Waynesville NC 28786  
MAILING ADDRESS . . . . .  
PHONE 910-494-4435  
E-MAIL evalynn.hansen@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"/> Board of Adjustment              | <input type="checkbox"/> Public Art Commission                             |
| <input type="checkbox"/> Firemen's Relief Fund Board      | <input checked="" type="checkbox"/> Recreation & Parks Advisory Commission |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Waynesville Housing Authority                     |
|   | <input type="checkbox"/> Cemetery Committee                                |

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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 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 6-2-23

**TOWN OF WAYNESVILLE TOWN COUNCIL**  
**REQUEST FOR COUNCIL ACTION**  
**Meeting Date: June 13, 2023**

**SUBJECT:** Appointments to the Waynesville Public Art Commission and Waynesville Recreation Advisory Commission

**AGENDA INFORMATION**

**Agenda Location:** New Business  
**Item Number:**  
**Department:** Administration  
**Contact:** Jesse Fowler, Assistant Town Manager  
**Presenter:** Jesse Fowler, Assistant Town Manager

**BRIEF SUMMARY**

The Waynesville Public Art Commission has one vacancy. If appointed, Ms. Virginia Moe would be filling the last vacant spot. Her term would begin July 1<sup>st</sup>, 2023 and end June 30<sup>th</sup>, 2026.

The Waynesville Recreation Advisory Commission recently had three vacancies. If appointed, Mr. Tongen would fill one of these vacancies. While not required, Mr. Tongen lives in Town limits. His term would begin July 1<sup>st</sup>, 2023 and end June 30<sup>th</sup>, 2026.

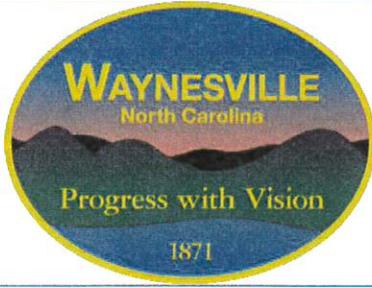
**MOTIONS FOR CONSIDERATION**

1. Motion to appoint Virginia S. Moe to the Waynesville Public Art Commission.
2. Motion to appoint Mark Tongen to the Waynesville Recreation Advisory Commission.

**ATTACHMENTS:**

- Virginia Moe’s application to the Public Art Commission
- Mark Tongen’s application to the Waynesville Recreation Advisory Commission

**MANAGER’S COMMENTS AND RECCOMENDATIONS**



TOWN OF WAYNESVILLE, NORTH CAROLINA
Application for Appointment to Boards/Commissions
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(828) 452-2491
cpoolton@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME Virginia S Moe
STREET ADDRESS 114 Wilcox Drive, Waynesville, NC 28786
MAILING ADDRESS PO Box 1109, Waynesville, NC 28786
PHONE 803-322-0021
E-MAIL virginiasmoe@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission
Waynesville Housing Authority
Cemetery Committee

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I am interested in serving on this board or commission because: I am interested in Public Art and I want to get involved with the City.

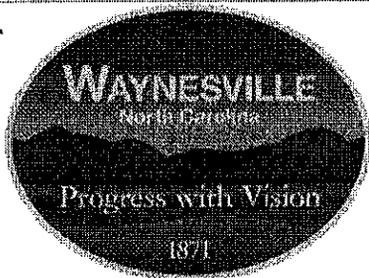
I have experience/expertise in the following areas and/or have served on the following board or commission: I have not served in Waynesville, but did serve in Rock Hill, SC, where we lived until 2020. In Rock Hill I served on the Community Relations Council, was an Officer in the NAACP, and served on the School Board, as well as volunteering on numerous school level committees.

I feel that I can contribute the following to this board or commission Viewpoint of the average resident and musician.

Tell us about yourself and your background: I am originally from Alabama, have a Bachelor's degree in Piano and a Master's in Church Music. I am married, and my daughter and grandchildren live in Waynesville. I am Music Director and Organist at Grace Church in the Mountains (Episcopal).

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 Virginia S Moe Date May 24, 2023



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 cpoolton@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 as above
PHONE 517-285-8843
E-MAIL Mark@LNDavis.com

- Please consider me for appointment to the following board(s) or commission(s):
Alcoholic Beverage Control Board
Board of Adjustment
Firemen's Relief Fund Board
Historic Preservation Commission
Planning Board
Public Art Commission
Recreation & Parks Advisory Commission (checked)
Waynesville Housing Authority
Cemetery Committee

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I am interested in serving on this board or commission because: 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 (Handwritten signature)

Date 5-18-2023

Mark Tongen  
182 Timothy Ln, Waynesville, NC 28786  
517-285-8843  
[Mark@LNDavis.com](mailto:Mark@LNDavis.com)

Recreation and Parks Advisory Commission

**I am interested in serving on this board or commission because:**

I am very interested in contributing my time to our community, especially when it comes to recreation. I live within Waynesville city limits, and I am an avid runner. I use the sidewalks and paths around town most every day, and have 3 small children who also use the parks and greenways regularly. I would be very excited to be involved and provide my input.

**I have experience/expertise in the following areas and/or have served on the following board or commission:**

As far as recreation-type experience, I have experience in coaching, having been an assistant coach to a high school Varsity lacrosse team for 4 years, and assisting with youth lacrosse camps with kids ages 7-13 over that same time period.

I also have 5 years of experience working as an insurance claims adjuster, so risk assessment is something that often subconsciously runs through my mind – and that can sometimes be insightful, I suppose.

**I feel that I can contribute the following to this board or commission:**

I feel that I can contribute consistent involvement at meetings, and provide useful input in order for the town to make informed and thoughtful decisions.

**Tell us about yourself and your background:**

I am originally from Lansing, Michigan, and have lived in Waynesville since 2019. My wife is a Waynesville native, and graduated from Tuscola in 2008. We have three kids, ages 3, 2, and 10 months – two boys and the youngest is a girl. I work on Main Street in Waynesville at the LN Davis Insurance Agency. In addition to my background as a lacrosse coach, I also grew up playing ice hockey, lacrosse, running cross country, and skiing. I currently play in-line hockey in Asheville, run regularly, and ski at Cataloochee when the opportunity presents itself.