CITY OF HENDERSONVILLE
CITY COUNCIL REGULAR MEETING
Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Wednesday, July 10, 2024 – 5:45 PM

AGENDA

1. **CALL TO ORDER**

2. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **PUBLIC COMMENT** - *Up to 15 minutes is reserved for comments from the public not listed on the agenda.*

4. **CONSIDERATION OF AGENDA**

5. **CONSENT AGENDA** - *Items are considered routine, noncontroversial in nature and are considered approved by a single motion and vote.*

   A. Adoption of City Council Minutes - *Jill Murray, City Clerk*

      June 6, 2024 Regular Meeting

      June 26, 2024 Second Monthly Meeting

   B. Rescind Performance Pay Program and the Performance Review & Employee Development Program – *Jennifer Harrell, HR Director*

   C. Purchase of FY25 Water and Sewer Operations Inventory and FY24 Special Project Award Ratification- *Logan Hickey & Chad Freeman*

   D. July 2024 Budget Amendments – *Adam Murr, Budget & Eval. Director*

   E. Utility Extension Agreement for the Mills River Shopping Center – *Adela Gutierrez-Ramirez, Civil Engineer*

   F. Henderson County Tax Adjustments -*Amanda Lofton, Deputy Tax Collector*

   G. Water Resource Development Grant Resolution – *Michael Huffman, Stormwater Director*

   H. Annexation: Certificate of Sufficiency- Upward Road (Hill) (C24-35-ANX) – *Tyler Morrow, Current Planning Manager*

   I. Change Order No.: 3 Approval – Bearcat Blvd and Church Street Sewer Replacement – *Devin Owen, Utilities Engineer*

   J. Resolution Authorizing the Sale of a 2011 Freightliner Chassis With an Elgin Street Sweeper body to Henderson County Solid Waste Division – *Tom Wooten, Director of Public Works*

   K. NCACP Grant - *Blair Myhand, Police Chief*

L. Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement Tentative Award – *Richard Shook, Civil Engineer III*

6. PRESENTATIONS

A. Introduction of Sam Hayes, Planner II - *Lew Holloway, Community Development Director*

7. PUBLIC HEARINGS

A. Rezoning: Conditional Zoning District – Felicia Reeves Home (P24-24-CZD) – *Tyler Morrow– Current Planning Manager*

B. Gen H Comprehensive Plan Presentation – *Grant Meacci & Lorna Allen (Bolton Menk - Lead Consultant); Meg Nealon (Nealon Planning); Jenn Gregory (Retail Strategies); & Ben Hitchings (Green Heron Planning)*

8. NEW BUSINESS

A. Discussion Regarding Valet Parking on Main Street – *John Connet, City Manager*

9. BOARDS/COMMISSIONS/COMMITTEE APPOINTMENTS

A. Appointment of City Council Member to the LGCCA - *Jill Murray, City Clerk*

B. Appointments to ASAC, BAC & Planning Board - *Jill Murray, City Clerk*

10. CITY MANAGER REPORT - John F. Connet, City Manager

A. June 2024 Contingency and Adjustment Report – *John Connet, City Manager*

B. Surplus Item Report – *John Connet, City Manager*

11. CITY COUNCIL COMMENTS

12. CLOSED SESSION

A. Closed Session – *John Connet, City Manager*

13. ADJOURN

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.

MINUTES

June 6, 2024

REGULAR MEETING OF THE CITY COUNCIL

CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 5:45 p.m.

Present: Mayor Barbara G. Volk, Mayor Pro Tem Lyndsey Simpson and Council Members: Dr. Jennifer Hensley, Jeff Miller and Melinda Lowrance

Staff Present: City Manager John F. Connet, Assistant City Manager Brian Pahle, City Clerk Jill Murray, City Attorney, Angela Beeker, Communications Manager Allison Justus, Communications Coordinator Brandy Heatherly, Budget Manager Adam Murr, and others

1. CALL TO ORDER

Mayor Volk called the meeting to order at 5:47 p.m. and welcomed those in attendance. A quorum was established with all members in attendance.

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG

The City Council observed a moment of silence for prayer or reflection followed by the Pledge of Allegiance to the Flag.

3. PUBLIC COMMENT *Up to 15 minutes is reserved for comments from the public not listed on the agenda.*

Via Zoom: Lynne Williams thanked Council for honoring the D-Day Veterans.

4. CONSIDERATION OF AGENDA

Council Member Jeff Miller moved that City Council approve the agenda as presented. A unanimous vote of the Council followed. Motion carried.

5. CONSENT AGENDA

Council Member Jennifer Hensley asked that item 5F. Agreement for Apple Country Transit Funding be pulled from consent and moved to New Business as item 8B. Council Member Jeff Miller moved that City Council approve the consent agenda as amended. A unanimous vote of the Council followed. Motion carried.

A. Adoption of City Council Minutes – *Jill Murray, City Clerk*

April 24, 2024 Second Monthly Meeting
May 2, 2024 Regular Meeting
May 3, 2024 FY25 Budget Meeting
May 16, 2024 Affordable Housing Summit
May 22, 2024 Second Monthly Meeting

B. Downtown Advisory Board Rules of Procedure Update – *Jamie Carpenter, Downtown Manager*

C. Acceptance of Grant Offer for Solids Management Improvements – *Adam Steurer, Utilities Director*

Resolution #R-24-37

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO ACCEPT AN OFFER OF FUNDING FOR SOLIDS MANAGEMENT IMPROVEMENTS

WHEREAS, the City of Hendersonville has received a Directed Projects grant from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of $14,307,500 to perform work detailed in the submitted application, and

WHEREAS, the City of Hendersonville intends to perform said project in accordance with the agreed scope of work,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City of Hendersonville does hereby accept the 2023 Appropriations Act Directed Projects Grant offer of $14,307,500 for Solids Management Improvements.
2. That the City of Hendersonville does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That Adam A. Steurer, Utilities Director, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

D. June 2024 Budget Amendments – *Adam Murr, Budget Manager*

TO MAYOR & COUNCIL **FISCAL YEAR 2025**
APPROVAL: June 06, 2024 **FORM: 06062024-01**

BUDGET AMENDMENT

FUND 410 | 460 | 468

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
410-0000-470010-VE025	Debt Proceeds (Vehicle & Equip. Loan)	-	675,120	-	675,120
410-1521-554002-VE025	C/O-Vehicles (Enterprise Buyout)	-	155,120	-	155,120
410-1300-554002-VE025	C/O-Vehicles (14-56 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-68 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-69 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-70 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-80 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-85 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (15-26 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-81 Marked SUV)	-	65,000	-	65,000
FUND 410 (Police)	TOTAL REVENUES		675,120	-	675,120
	TOTAL EXPENDITURES		675,120	-	675,120
460-0000-470100-VE025	Transfer In (from 060)	-	530,000	-	530,000
460-7002-554002-VE025	C/O-Vehicles	-	205,000	-	205,000
460-7002-554001-VE025	C/O-Equipment (04-06 ATV)	-	25,000	-	25,000
460-7002-554001-VE025	C/O-Equipment (22-07 Dump Truck)	-	150,000	-	150,000
460-7002-554001-VE025	C/O-Equipment (22-13 Dump Truck)	-	150,000	-	150,000
FUND 460 (Water & Sewer)	TOTAL REVENUES		530,000	-	530,000
	TOTAL EXPENDITURES		530,000	-	530,000
468-0000-470010-VE025	Debt Proceeds (Vehicle & Equip. Loan)	-	50,000	-	50,000
468-7855-554002-VE025	C/O-Vehicles (16-01 Truck 3500 Series)	-	50,000	-	50,000
FUND 468 (Env. Services)	TOTAL REVENUES		50,000	-	50,000
	TOTAL EXPENDITURES		50,000	-	50,000
Total Project Revenues (#VE025)					1,255,120
Total Project Expenditures (#VE025)					1,255,120

Capital Project Ordinance (CPO) #VE025 for FY25 vehicle and equipment purchases. This CPO is established at the beginning of FY25 to assist in the purchasing process due to anticipated long-lead times on acquisitions.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-02**

BUDGET AMENDMENT

FUND 021 | 067 | 301 | 459 | 410 | 460 | 467

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
021-0000-470900	Fund Balance Appropriated	144,882	-	-	144,882
021-0000-598901	Transfer Out (to 410, #16030)	81,439	-	-	81,439
FUND 021	TOTAL REVENUES	144,882	-	-	144,882
7th Ave MSD Fund (FY25)	TOTAL EXPENDITURES	81,439	-	-	81,439
067-0000-470900	Fund Balance Appropriated (FY25)	100,000	-	-	100,000
067-0000-598901	Transfer Out (to 467, #16030)	100,000	-	-	100,000
FUND 067	TOTAL REVENUES	100,000	-	-	100,000
Stormwater Fund	TOTAL EXPENDITURES	100,000	-	-	100,000
301-0000-420050-19004	Grant Revenue (Stormwater 319 Grant)	150,000	-	-	150,000
301-0000-598901-19004	Transfer Out (to 467, #16030)	150,000	-	-	150,000
FUND 301	TOTAL REVENUES	150,000	-	-	150,000
Stormwater 319 Grant	TOTAL EXPENDITURES	150,000	-	-	150,000
459-0000-470900	Fund Balance Appropriated (FY25)	865,000	-	-	865,000
459-0000-598901	Transfer Out (to 410, #16030)	865,000	-	-	865,000
FUND 459	TOTAL REVENUES	865,000	-	-	865,000
W&S CRF	TOTAL EXPENDITURES	865,000	-	-	865,000
410-0000-470010-16030	Debt Proceeds (2021 IFC)	2,038,592	-	-	2,038,592
410-0000-470100-16030	Transfer In (from 010)	140,000	-	-	140,000
410-0000-470100-16030	Transfer In (from 010 | Powell Bill)	460,000	100,000	-	560,000
410-0000-470100-16030	Transfer In (from 021)	81,439	-	-	81,439
410-2202-550103-16030	Capital Outlay - CIP	2,720,031	100,000	-	2,820,031
FUND 410	TOTAL REVENUES	2,720,031	100,000	-	2,820,031
Gov. Project Fund	TOTAL EXPENDITURES	2,720,031	100,000	-	2,820,031
460-0000-470100-16030	7th Ave Streetscape Revenue (Transfer from 459)	865,000	-	-	865,000
460-2202-550103-16030	7th Ave Streetscape Expenditure (Water & Sewer)	865,000	-	-	865,000
FUND 460	TOTAL REVENUES	865,000	-	-	865,000
Water & Sewer Project Fund	TOTAL EXPENDITURES	865,000	-	-	865,000
467-0000-470100-16030	7th Ave Streetscape Revenue (Transfer from #19004)	150,000	-	-	150,000
467-0000-470100-16030	7th Ave Streetscape Expenditure (Transfer from 067)	100,000	-	-	100,000
467-2202-550103-16030	7th Ave Streetscape Expenditure (Stormwater)	250,000	-	-	250,000
FUND 467	TOTAL REVENUES	250,000	-	-	250,000
Stormwater Project Fund	TOTAL EXPENDITURES	250,000	-	-	250,000
Total Project Revenues (#16030)					3,935,031
Total Project Expenditures (#16030)					3,935,031

A budget amendment reflecting an increase in FY25 Powell Bill Revenues (+$100,000). The amendment also clarifies the total $250,000 stormwater transfer in will be covered by the 319 Grant ($150,000) + a transfer from the Stormwater Operating Fund, 067 (+$100,000). The Stormwater portion of the amendment is for clarifiecation and does not result in a change to the bottom line of the project.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-03**

BUDGET AMENDMENT

FUND 301 | 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
301-0000-420050-G2402	Contributions/Donations	14,750,000	-	442,500	14,307,500
301-0000-598901-G2402	Transfer Out (to 460, #22013)	2,342,000	-	2,342,000	-
301-0000-598901-G2402	Transfer Out (to 460, #16036)	12,408,000	1,899,500	-	14,307,500
FUND 301 (#G2402)	TOTAL REVENUES	14,750,000	-	442,500	14,307,500
FY24 State Approp.	TOTAL EXPENDITURES	14,750,000	1,899,500	2,342,000	14,307,500
459-0000-470900	Fund Balance Appropriated	-	300,000	-	300,000
459-0000-598901	Transfer Out (to 460, #22013)	-	300,000	-	300,000
FUND 459	TOTAL REVENUES	-	300,000	-	300,000
W&S Capital Reserve Fund	TOTAL EXPENDITURES	-	300,000	-	300,000
460-0000-470010-22013	Debt Proceeds ('26 Revenue Bond)	-	2,342,000	-	2,342,000
460-0000-470100-22013	Transfer In (from 459)	-	300,000	-	300,000
460-0000-470100-22013	Transfer In (from 301, #G2402)	2,342,000	-	2,342,000	-
460-7035-550103-22013	Capital Outlay-CIP	2,342,000	300,000	-	2,642,000
FUND 460 (#22013)	TOTAL REVENUES	2,342,000	2,642,000	2,342,000	2,642,000
WTP Residuals	TOTAL EXPENDITURES	2,342,000	300,000	-	2,642,000
460-0000-470100-16036	Transfer In (from 301, #G2402)	12,408,000	1,899,500	-	14,307,500
460-0000-470010-16036	Debt Proceeds	3,184,500	-	-	3,184,500
460-7135-550102-16036	Capital Outlay - Services/ Fees	125,000	-	125,000	-
460-7135-550103-16036	Capital Outlay-CIP	17,367,000	125,000	-	17,492,000
FUND 460 (#16036)	TOTAL REVENUES	17,492,000	1,899,500	-	17,492,000
Biosolids Dryer	TOTAL EXPENDITURES	17,492,000	125,000	125,000	17,492,000
Total Project Revenues (#16036)					17,492,000
Total Project Expenditures (#16036)					17,492,000
Total Project Revenues (#22013)					2,642,000
Total Project Expenditures (#22013)					2,642,000

The State has provided the City with $14,750,000 direct appropriation for the Biolsolids and WTP Residuals projects. This amendment adjusts the existing capital project ordinances for the projects to reflect the use of grant funds, rather than debt proceeds where appropriate. Additionally, the amendment transfers $300,000 from the W&S Capital Reserve Fund (459) to the WTP Residuals Project (#22013) to fund the design portion of the project.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-04**

BUDGET AMENDMENT

FUND 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
459-0000-470090	Fund Balance Appropriated	431,000	37,171	-	468,171
459-0000-598901	Transfer Out (to 460, #16003)	-	37,171	-	37,171
459-0000-598901	Transfer Out (to 460, #19014)	431,000	-	-	431,000
FUND 459	TOTAL REVENUES	431,000	37,171	-	468,171
W&S Capital Reserve Fund	TOTAL EXPENDITURES	431,000	37,171	-	468,171
460-0000-470100-16003	Debt Proceeds (2019 Revenue Bond)	6,687,159	-	-	6,687,159
460-0000-450001-16003	Interest Income	35,000	-	-	35,000
460-0000-470010-16003	Transfer In (from 060)	7,000,000	-	-	7,000,000
460-0000-470010-16003	Transfer In (from 459)	-	37,171	-	37,171
460-0000-598901-16003	Transfers Out	5,702,150	49,949	-	5,752,099
460-1014-550103-16003	Capital Outlay - CIP	8,020,009	37,171	49,949	8,007,231
FUND 460	TOTAL REVENUES	13,722,159	37,171	-	13,759,330
Etowah Water #16003	TOTAL EXPENDITURES	13,722,159	87,120	49,949	13,759,330
460-0000-470010-19014	Debt Proceeds (2019 Revenue Bond)	636,000	-	-	636,000
460-0000-470100-19014	Transfer In (from 459)	431,000	-	-	431,000
460-0000-470100-19014	Transfer In (from 460, #16003)	-	49,949	-	49,949
460-7055-550103-19014	Capital Outlay - CIP	1,067,000	49,949	-	1,116,949
FUND 460	TOTAL REVENUES	1,067,000	49,949	-	1,116,949
Church St. Sewer #19140	TOTAL EXPENDITURES	1,067,000	49,949	-	1,116,949
Total Project Revenues (#16003)					13,759,330
Total Project Expenditures (#16003)					13,759,330
Total Project Revenues (#19140)					1,116,949
Total Project Expenditures (#19140)					1,116,949

An amendment transferring remaining Etowah Project (#16003) to the Church Street Sewer Project (#19014) to spend remaining 2019 revenue bond debt proceeds.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-05**

BUDGET AMENDMENT

FUND 060 | 410 |460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-1525-553000	Capital Outlay - Land Improvements	75,000	-	45,000	30,000
010-0000-598901	Transfer Out (to 410, #24001)	425,000	45,000	-	470,000
FUND 010	TOTAL REVENUES	-	-	-	-
General Fund	TOTAL EXPENDITURES	-	45,000	45,000	-
410-0000-460090-24001	Contribution/Donation	20,000	-	20,000	-
410-0000-470100-24001	Transfer In (from 010, #24001)	25,000	20,000	-	45,000
410-1502-550103-24001	Capital Outlay-CIP	45,000	-	-	45,000
FUND 410 (#24001)	TOTAL REVENUES	45,000	20,000	20,000	45,000
Disc Golf Project	TOTAL EXPENDITURES	45,000	-	-	45,000
Total Project Revenues (#24001)					45,000
Total Project Expenditures (#24001)					45,000

An amedment decreasing the Disc Golf Project within the General Fund, for the completion of the project throught the adopted Capital Project Ordinance, #24001.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-07**

BUDGET AMENDMENT

FUND 010 | 410 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-1014-519104	Professional Services - Engineering	40,000	-	34,700	5,300
010-0000-598901	Transfer Out (to 410, #17126)	425,000	34,700	-	459,700
FUND 010	TOTAL REVENUES	-	-	-	-
General Fund	TOTAL EXPENDITURES	-	34,700	34,700	-
410-0000-470010-17126	Transfer In (from 010, FY24)	-	34,700	-	34,700
410-1014-550103-17126	Capital Outlay - CIP	-	34,700	-	34,700
FUND 410 (#17126)	TOTAL REVENUES	-	34,700	-	34,700
NCDOT White/S. Main	TOTAL EXPENDITURES	-	34,700	-	34,700
460-0000-470100-17126	Debt Proceeds (2028 Revenue Bond)	-	3,750,000	-	3,750,000
460-1014-550103-17126	Capital Outlay - CIP	-	3,750,000	-	3,750,000
FUND 460 (#17126)	TOTAL REVENUES	-	3,750,000	-	3,750,000
NCDOT White/S. Main	TOTAL EXPENDITURES	-	3,750,000	-	3,750,000
Total Project Revenues (#17126)					3,784,700
Total Project Expenditures (#17126)					3,784,700

An amendment reflecting the adoption of a Capital Project Ordinance (CPO) for the NCDOT White/S. Main Project, #17126.

The City Manager and City Clerk certify budget ordinance amendment 06062024-07 was approved by City Council on June 06, 2024

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-06**

BUDGET AMENDMENT

FUND 067 | 467

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
067-7555-553000	Capital Outlay - Land Improvements	270,000	-	20,000	250,000
067-0000-598901	Transfer Out (to 467, #G2129)	153,000	20,000	-	173,000
FUND 067	TOTAL REVENUES	-	-	-	-
Stormwater Fund	TOTAL EXPENDITURES	-	20,000	20,000	-
467-0000-470100-G2129	Transfer In (from 067, FY23)	65,000	-	-	65,000
467-0000-470100-G2129	Transfer In (from 067, FY24)	53,000	20,000	-	73,000
467-0000-420050-G2129	Grant Revenue (WRDG)	70,000	-	-	70,000
467-0000-420050-G2129	Grant Revenue (NC319)	240,000	-	-	240,000
467-7555-550103-G2129	Capital Outlay - CIP	428,000	20,000	-	448,000
FUND 467 (#G2129)	TOTAL REVENUES	428,000	20,000	-	448,000
Sullivan Park Stormwater	TOTAL EXPENDITURES	428,000	20,000	-	448,000
Total Project Revenues (#G2129)					448,000
Total Project Expenditures (#G2129)					448,000

An amendment transferring an additional $20,000 to the Sullivan Park Streambank Restoration (Stormwater) Project, #G2129.

TO MAYOR & COUNCIL **FISCAL YEAR 2024**
APPROVAL: June 06, 2024 **FORM: 06062024-08**

BUDGET AMENDMENT

FUND 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
460-0000-470100-24005	Debt Proceeds (2024 Lead Service Line SRF)	-	573,420	-	573,420
460-7055-550103-24005	Capital Outlay - CIP	-	573,420	-	573,420
FUND 460 (#24005)	TOTAL REVENUES	-	573,420	-	573,420
Lead Service Line SRF	TOTAL EXPENDITURES	-	573,420	-	573,420
Total Project Revenues (#24005)					573,420
Total Project Expenditures (#24005)					573,420

An amendment reflecting the adoption of a capital project ordinance (CPO) for the Lead Service Line SRF (#24005) project.

TO MAYOR & COUNCIL **FISCAL YEAR 2025**
APPROVAL: June 06, 2024 **FORM: 06062024-09**

BUDGET AMENDMENT

FUND 199

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
199-0000-460090-C2501	Contribution/Donation (Community Challenge)	-	15,000	-	15,000
199-1502-521001-C2501	Supplies & Materials	-	15,000	-	15,000
FUND 199 (#C2501)	TOTAL REVENUES	-	15,000	-	15,000
Community Challenge	TOTAL EXPENDITURES	-	15,000	-	15,000
Total Project Revenues (#C2501)					15,000
Total Project Expenditures (#C2501)					15,000

An amendment to the FY25 budget reflecting an anticipated $15,000 contribution to undertake activities to promote the safer movement of people and older adults within the City including, but not limited to improving infrastructure, providing new facilities, and engaging with local residents through the Henderson County Aging Coalition.

E. June 2024 Capital Project Ordinances, Grant Project Ordinances and Reimbursement Resolutions– *Jennifer Floyd, Budget and Management Analyst*

Ordinance #O-24-17

CAPITAL PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE FY25 VEHICLE AND EQUIPMENT PROJECT, #VE025

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the FY25 Vehicle and Equipment Project, #VE025.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Description	Total Budget
Fund	Dept.	Account	Project		
410	1521	554001	VE025	C/O Vehicles (Enterprise Buyout)	$155,120
410	1300	554002	VE025	C/O-Vehicles (14-56, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-68, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-69, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-70, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-80, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-81, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (14-85, Marked SUV)	$65,000
410	1300	554002	VE025	C/O-Vehicles (15-26, Marked SUV)	$65,000
460	7002	554002	VE025	C/O-Vehicles (All W&S Vehicles)	$205,000
460	7002	554001	VE025	C/O-Equipment (04-06, ATV)	$25,000
460	7002	554001	VE025	C/O-Equipment (22-07, Dump Truck)	$150,000
460	7002	554001	VE025	C/O-Equipment (22-13, Dump Truck)	$150,000
468	7855	554002	VE025	C/O-Vehicles (16-01, Truck 3500)	$50,000
				Total Project Appropriation	**$1,255,120**

Section 3: The following revenues are anticipated to be available via debt proceeds and transfers:

Account Codes				Account Description	Total Budget
Fund	Dept.	Account	Project		
410	0000	470010	VE025	Debt Proceeds (FY25 V&E Loan)	($675,120)
460	0000	470100	VE025	Transfers In (from 060)	($530,000)
468	0000	470010	VE025	Debt Proceeds (FY25 V&E Loan)	($50,000)

Total Project Appropriation	**($1,255,120)**

Section 4: The Finance Director is hereby directed to maintain within the General Fund, Water and Sewer Fund, Environmental Services Fund, and the Capital Project Funds sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund, Water and Sewer Fund, and Environmental Services Fund as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-46

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE FY25 VEHICLE AND EQUIPMENT PROJECT (#VE025), ORDINANCE #O-24-17 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $1,255,120.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-18

CAPITAL PROJECT ORDINANCE FOR
THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WWTP 6MGD EXPANSION PROJECT, #24002

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the WWTP 6MGD Expansion Project, #24002.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7135	550103	24002	Capital Outlay- CIP	$34,000,000
				Total Project Appropriation	**$34,000,000**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	470010	24002	Debt Issuance	($34,000,000)
				Total Project Appropriation	**($34,000,000)**

Section 4: The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-42

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WWTP 6MGD EXPANSION PROJECT (#24002), ORDINANCE #O-24-18 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $34,000,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-19

CAPITAL PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NCDOT HIGHLAND LAKE ROAD PROJECT, #17127

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the NCDOT Highland Lake Road Project, #17127.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7055	550103	17127	Capital Outlay- CIP	$575,000
				Total Project Appropriation	**$575,000**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	470010	17127	Debt Proceeds	($575,000)
				Total Project Appropriation	**($575,000)**

Section 4: The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution R-24-41

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE HIGHLAND LAKE ROAD PROJECT (#17127), ORDINANCE #O-24-19 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $575,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-20

GRANT PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STORMWATER 319 GRANT PROJECT, #19004

BE IT ORDAINED by the Governing Board of the City of Hendersonville, 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: The project authorized is a City project described as the Stormwater 319 Grant Project, #19004.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
301	0000	598901	19004	Transfer Out (to 7th Ave, #16030)	$150,000
				Total Project Appropriation	**$150,000**

Section 3: The following revenues are anticipated to be available via grant proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
301	0000	420050	16030	Grant Revenue	($150,000)
				Total Project Appropriation	**($150,000)**

Section 4: The Finance Director is hereby directed to maintain within the General Fund, Stormwater Fund, Grant Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund and Stormwater Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this grant project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-44

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STORMWATER 319 GRANT PROJECT (#19004), ORDINANCE #O-24-20 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the grant revenue to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $150,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-21

GRANT PROJECT ORDINANCE FOR
THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STRATEGIC HOUSING PLAN PROJECT, #G2404

BE IT ORDAINED by the Governing Board of the City of Hendersonville, 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: The project authorized is a City project described as the Strategic Housing Plan Project, #G2404.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
301	1200	519200	G2404	Contracted Services	$100,000
				Total Project Appropriation	**$100,000**

Section 3: The following revenues are anticipated to be available via grant proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
301	0000	420050	G2404	Grant Revenue (Dogwood HT)	($100,000)
				Total Project Appropriation	**($100,000)**

Section 4: The Finance Director is hereby directed to maintain within the General Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this grant project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-38

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STRATEGIC HOUSING PLAN PROJECT (#G2404), ORDINANCE #O-24-21 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the grant revenue to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $100,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-22

CAPITAL PROJECT ORDINANCE FOR
THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NCDOT WHITE AND SOUTH MAIN STREET PROJECT, #17126

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the NCDOT White and South Main St. Project, #17126.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				**Account Name**	**Total Budget**
Fund	Dept.	Account	Project		
410	1014	550103	17126	Capital Outlay- CIP	$34,700
460	1014	550103	17126	Capital Outlay- CIP	$3,750,000
				Total Project Appropriation	**$3,784,700**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				**Account Name**	**Total Budget**
Fund	Dept.	Account	Project		

410	0000	470010	17126	Transfer In (from 010, FY24)	($34,700)
460	0000	470100	17126	Debt Proceeds (2028 Rev. Bond)	($3,750,000)
				Total Project Appropriation	**($3,784,700)**

Section 4: The Finance Director is hereby directed to maintain within the General Fund, Water and Sewer Fund and Capital Project Funds sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund, Water and Sewer Fund and Capital Project Funds, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-45

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NCDOT WHITE AND SOUTH MAIN STREET PROJECT (#17126), ORDINANCE #O-24-22 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $3,784,700.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-23

CAPITAL PROJECT ORDINANCE FOR
THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WTP 15MGD EXPANSION PROJECT, #19207

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the WTP 15MGD Expansion Project, #19207.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7055	550103	19207	Capital Outlay- CIP	$2,131,500
				Total Project Appropriation	**$2,131,500**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	470010	19207	Debt Issuance	($2,131,500)
				Total Project Appropriation	**($2,131,500)**

Section 4: The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-40

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WTP 15MGD EXPANSION PROJECT (#19207), ORDINANCE #O-24-23 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $2,131,500.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-24

CAPITAL PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE CCTV TRUCK REPLACEMENT PROJECT, #24004

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the CCTV Truck Replacement Project, #24004.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7155	554002	24004	Capital Outlay- Vehicles	$390,000
				Total Project Appropriation	**$390,000**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	470010	24004	Debt Issuance	($390,000)
				Total Project Appropriation	**($390,000)**

Section 4: The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-43

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE CCTV TRUCK REPLACEMENT PROJECT (#24004), ORDINANCE #O-24-24 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $390,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-24-25

CAPITAL PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE LEAD SERVICE LINE REPLACEMENT PROJECT, #24005

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the Lead Service Line Replacement Project, #24005.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7055	550103	24005	Capital Outlay- CIP	$573,420
				Total Project Appropriation	**$573,420**

Section 3: The following revenues are anticipated to be available via debt proceeds:

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	470010	24005	Debt Proceeds	($573,420)
				Total Project Appropriation	**($573,420)**

Section 4: The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this capital project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-24-39

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE LEAD SERVICE LINE REPLACEMENT PROJECT (#24005), ORDINANCE #O-24-25 (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the debt proceeds to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $573,420.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

G. Lease of Former Downtown Development Space, 125 5th Avenue West to Friends of Downtown – *Jamie Carpenter, Downtown Manager*

Resolution #R-24-48

RESOLUTION APPROVING LEASE CITY OWNED REAL PROPERTY AT 125 5TH AVE WEST TO FRIENDS OF DOWNTOWN

WHEREAS, the City of Hendersonville owns property located at 125 5th Avenue West described in deed of record in Deed Book 3225, Page 388, Henderson County Registry; and

WHEREAS, the City of Hendersonville purchased the property at 125 5th Ave West in 2018 for $475,000 for the purposes of building public restrooms on the ground floor and office space on the second floor; and

WHEREAS, the City's Downtown Division has been relocated to City Hall and the City does not have another current need for the second-floor offices at 125 5th Ave West, and Elevents, Inc., a North Carolina nonprofit corporation, dba Friends of Downtown Hendersonville ("Friends"), has requested to lease the 2nd floor offices for a ten-year term, and the City Council has determined these offices will not be needed by the City for the term of the requested lease; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes the City Council to lease City owned real property by to an entity carrying out a public purpose and the Friends is a nonprofit entity carry out a public purpose; and

WHEREAS, North Carolina General Statute § 160A-267 requires public notice be given at least 10 days before entering into such a lease ; and

WHEREAS, the Friends of Downtown Hendersonville intends to sublease the individual office spaces for market rate and use the funds received towards building improvements and expenses authorized for Municipal Service Districts in North Carolina General Statute § 160A-536, which is hereby declared to be a public purpose.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City Manager is authorized to enter into a lease with the Friends for the second-floor offices and shared use of common spaces located at 125 5th Ave West.

2. The annual rent shall be $1, paid annually, for a ten-year term, upon condition that the property and any rents received from subleasing the facility be used to pay for building improvements and other expenses authorized by N.C.G.S. § 160A-267.
3. City Staff is directed to publish the Resolution once in a newspaper of general circulation at lease ten (10) prior to the entry of the lease.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

H. Utility Extension Agreement for the Goode Preserve Subdivision – *Adela Gutiérrez-Ramirez*

Resolution # R-24-49

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH MILLS RIVER VENTURES, LLC, AND MARK MARSHALL FOR THE GOODE PRESERVE SUBDIVISION

WHEREAS, the City of Hendersonville owns, operates and maintains water system to serve customers throughout Henderson County; and

WHEREAS, residential, commercial, and industrial developments often require public water service as a part of their development projects; and

WHEREAS, the Developer extends public water to their site, which upon completion and acceptance, are provided to the City to own, operate, and maintain; and

WHEREAS, the City requires a Utility Extension Agreement to be executed to establish requirements of both the Developer and the City for the water line extension process; and

WHEREAS, Mills River Ventures, LLC, the "Developer", and Mark Marshall, the "Owner", will enter into a Utility Extension Agreement with the City to provide water service to the Goode Preserve Subdivision.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Utility Extension Agreement with Mills River Ventures, LLC, the "Developer", and Mark Marshall, the "Owner" to provide water service to the Goode Preserve Subdivision is approved, as presented.
2. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a financial obligation upon the City.
3. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

I. Resolution to Accept Spence Drive and Marianne Drive (Ivy Crossing) into the City Street Maintenance System – *Tom Wooten, Director of Public Works*

Resolution #R-24-50

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL AUTHORIZING ACCEPTANCE OF SPENCE DRIVE AND MARIANNE DRIVE INTO THE CITY STREET SYSTEM

WHEREAS, Windsor Built Homes, Inc., a South Carolina corporation (hereinafter "Developer"), is the developer that the development known as Ivy Crossing (project no. 20103) and on that property shown on the plat recorded in Plat Book 2021 at Slide 13660 - 13661, Henderson County Registry (said plat hereinafter the "Ivy Crossing Subdivision Plat") (said property hereinafter the "Subject Property"); and

WHEREAS, Developer is the fee simple owner of the rights-of-way identified as "Spence Drive" and "Marianne Drive" on the Ivy Crossing Subdivision Plat by way of that deed recorded in Deed Book 3494 at page 253, Henderson County Registry; and

WHEREAS, The Ivy Crossing Subdivision Plat contains dedication to the public of Spence Drive and Marianne Drive and the Developer has further submitted a written request to the City of Hendersonville to accept Spence Drive and Marianne Drive as City Streets; and

WHEREAS, The City has agreed to accept the dedication of Spence Drive and Marianne Drive as City streets.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Hendersonville resolves that:

1. The rights-of-way identified as "Spence Drive" and "Marianne Drive" shown on the plat recorded in Plat Book 2021 at Slide 13660 - 13661, Henderson County Registry shall be accepted into the City of Hendersonville's street system.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

J. Resolution to Accept Grant Funds (#C2501) – *Matthew Manley, AICP-Strategic Projects Manager*

Resolution #R-24-51

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL ACCEPTING A GRANT FROM AARP FOR THE PURPOSE OF IMPROVING SAFETY AND CONNECTIVITY FOR THE 50+ COMMUNITY

WHEREAS, AARP ("AARP") has established a grant for use by the local community to focus on the needs of people age 50+ by increasing ways they can safely move around the community (the "Community Challenge Grant"); and

WHEREAS, the Community Development Department applied for and was awarded a Community Challenge Grant in the amount of $15,000; and

WHEREAS, the City of Hendersonville desires to accept the grant funds, and authorize the execution of the grant funding agreement (the "Grant Agreement"); and

WHEREAS, the Grant Agreement provides that the City will undertake activities to promote the safer movement of people and older adults within the City including, but not limited to improving infrastructure, providing new facilities, and engaging with local residents through the Henderson County Aging Coalition;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City hereby accepts the $15,000 Community Challenge Grant from the AARP to be used for the purposes as set out in the Grant Agreement; and
2. The City Manager is authorized to execute the Grant Agreement, with such changes as he deems appropriate, provide they are consistent with the terms of this Resolution;
3. City Staff are authorized and directed to proceed with the performance and implementation of the Community Challenge Grant as outlined in the Grant Agreement.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 6th day of June, 2024.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

6. PRESENTATIONS

A. Proclamation – D-Day 80th Anniversary – *Barbara Volk, Mayor*

Mayor Volk read the proclamation aloud.

PROCLAMATION

IN REMEMBRANCE OF THE 80TH ANNIVERSARY OF D-DAY

JUNE 6, 2024

WHEREAS, on June 6, 1944, scores of allied service members prepared to fight a battle that would decide the fate of freedom in the 20th century; and

WHEREAS, on D-Day, American, British, and Canadian forces advanced through thickets of barbed wire and scaled heavily protected cliffs. They braved gales of bullets and artillery fire, taking heavy losses as they cut through Nazi defenses. Thousands gave their last full measure of devotion; and.

WHEREAS, victory on D-Day dealt a significant blow to an ideology fueled by hatred and allowed America and its allies to secure a foothold in France, open a path to Berlin, and liberate a continent from the grip of tyranny; and

WHEREAS, victory on D-Day made possible the achievements that followed the end of World War II – the Marshall Plan, the NATO alliance, and the shared prosperity and security that flowed from each; and

WHEREAS, eighty years later, we pay tribute to the service members who secured a beachhead on an unforgiving shore – the patriots who, through their courage and sacrifice, changed the course of an entire century; and

WHEREAS, today, as we carry on the struggle for liberty and universal human rights, let us draw strength from a moment when free nations beat back the forces of oppression and gave new hope to the world.

NOW, THEREFORE, I, Barbara G. Volk, Mayor of the City of Hendersonville, do hereby proclaim that on the 80th Anniversary of D-Day, Thursday, June 6, 2024, the residents of the City of Hendersonville observe this day with programs, ceremonies, and activities that honor those who fought and died so men and women they had never met might know what it is to be free.

PROCLAIMED this 6th day of June, 2024.

B. Hendo Earth Fest Report – *Ann Twiggs, Vice Chair for the Environmental Sustainability Board*

Ann Twiggs gave a brief PowerPoint presentation about the second Annual Hendo Earth Fest and their plans for Hendo Earth Fest 2025.

HENDO Earth Fest

Second Annual HEF Recap
City Council Meeting June 6th
Presented by Ann Twiggs, ESB Board Member and Co Chair of HEF









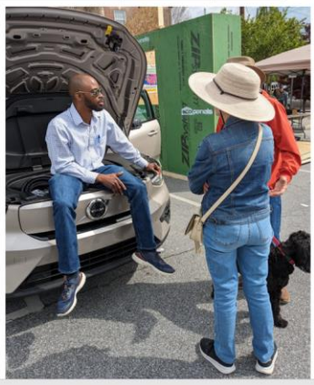




HEF 2024 Subcommittee Members

Ann Twiggs, Cochair	City of Hendersonville Environmental Sustainability Board
Laura Miklowitz	Representing the community-at-large - **musicians**
Brenda (BJ) Ramer	Team ECCO
Elle Travis	Caregivers of Mother Earth
Nancy Diaz	Mountain True
Pam Torlina	Conserving Carolina
Marcia Shaffer	Representing the community-at-large - **marketing**
Caitlyn Gendusa	City of Hendersonville Sustainability Manager
Frank Stewart, Cochair	City of Hendersonville Environmental Sustainability Board
Dawn Barr	Blue Ridge Bicycle Club
Virginia Tegel	City of Hendersonville Environmental Sustainability Board

	2023	2024
Approximate number of visitors	2000	4000
Number of exhibitors	28	47
musicians/ performers	7	25
Number of volunteers	28	37







Overall feedback from the subcommittee, exhibitors, musicians and volunteers was excellent!

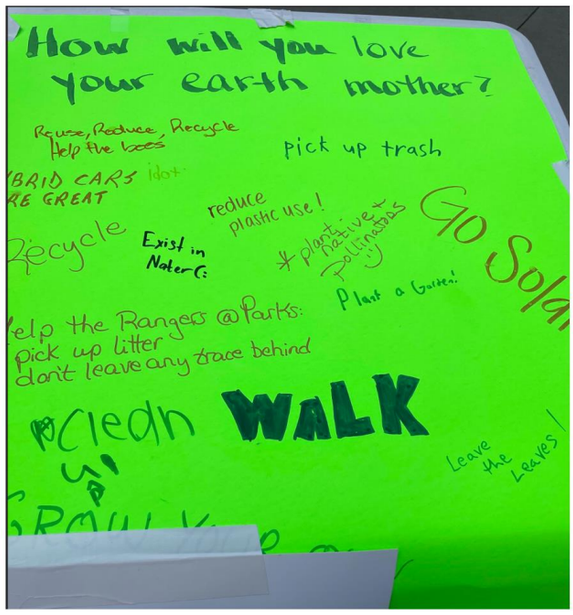
Interactive – Kid Friendly – Fun! Beautiful weather!!!
Exhibitors were Friendly & Educational

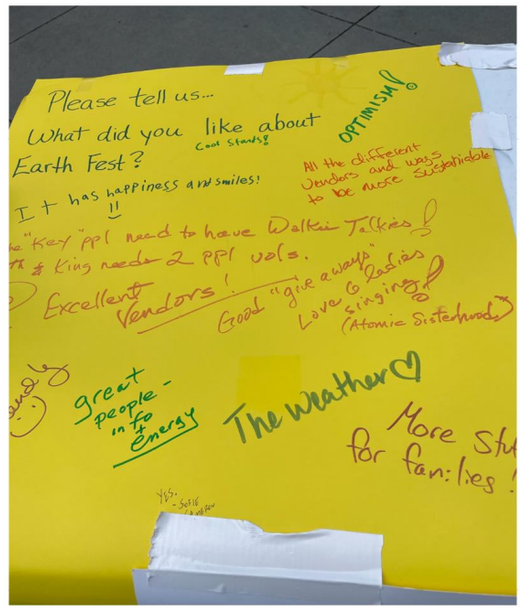












Goals for HEF 2025

Move event to South Main for additional room for exhibitors and a better stage and set-up for musicians.

Continue to build on previous 2 HEF events by implementing lessons learned from HEF debrief meeting





C. Veteran's Healing Farm Presentation – *Alam Yeck, Executive Director*

Alan Yeck showed the following PowerPoint presentation.

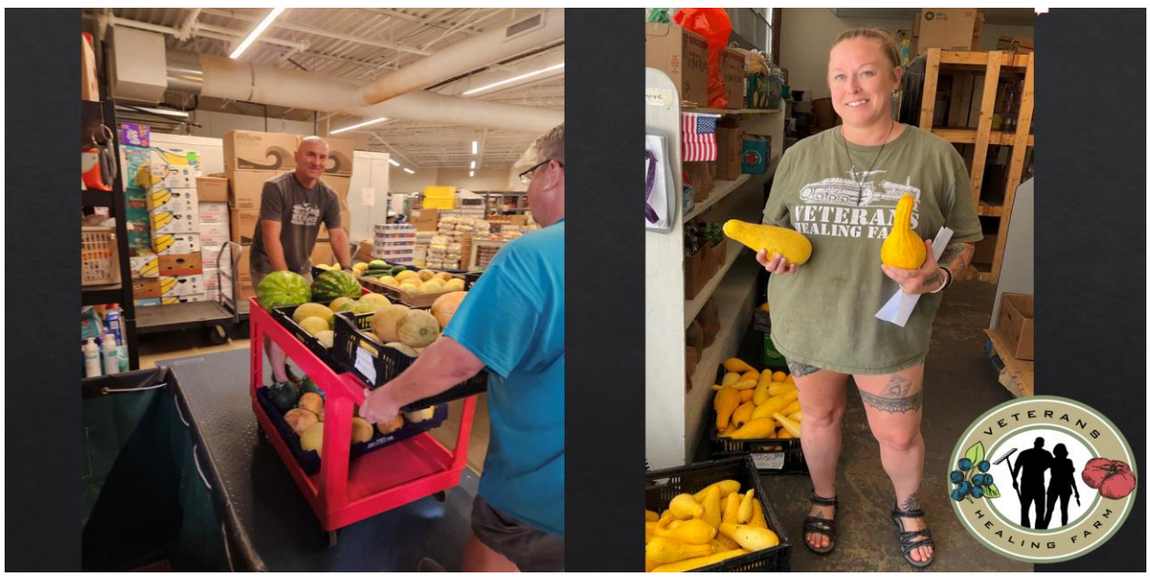





VETERANS
HEALING FARM

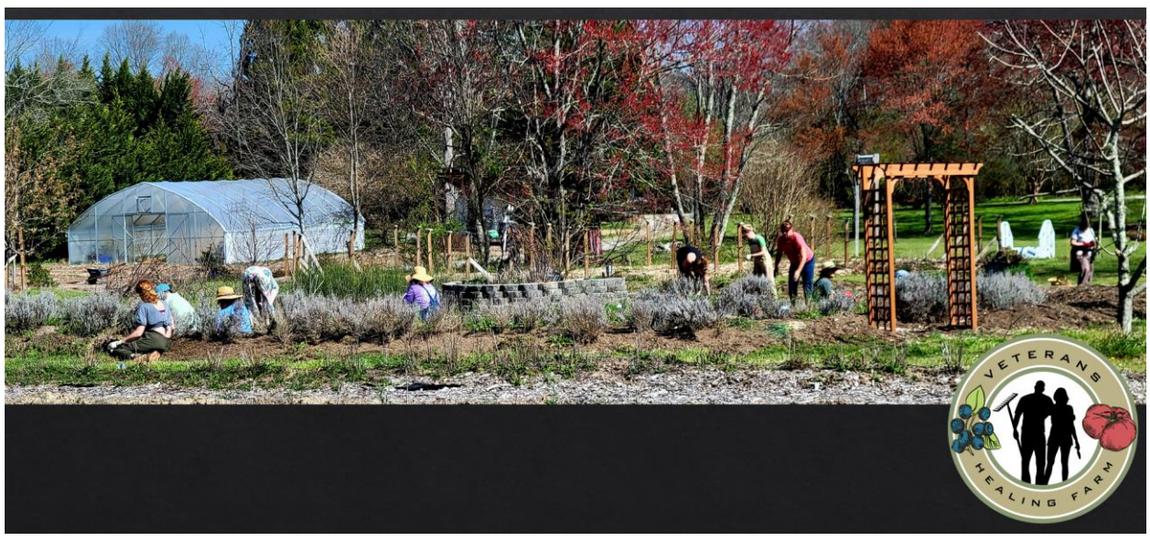



VETERANS RESTORATION
QUARTERS
VETERANS
HEALING FARM


VETERANS
HEALING FARM


VETERANS HOPE AND RECOVERY CENTER
NO PETS ALLOWED
NO TOBACCO PRODUCTS OR VAPING ON CAMPUS
BUILDING 9
NOTICE
VETERANS HEALING FARM


VETERANS HEALING FARM


VETERANS HEALING FARM


VETERANS
HEALING FARM


VETERANS
HEALING FARM


VETERANS
HEALING FARM


Applied Suicide Intervention
Skills Training (ASIST)
VETERANS
HEALING FARM


VETERANS
HEALING FARM


U.S. MARINES
VETERAN
VETERANS
HEALING FARM


WELCOME HOME VIETNAM VETERANS
JAM CENTER
VETERANS
HEALING FARM


VETERANS
HEALING FARM


VETERANS
HEALING FARM




JAM CENTER

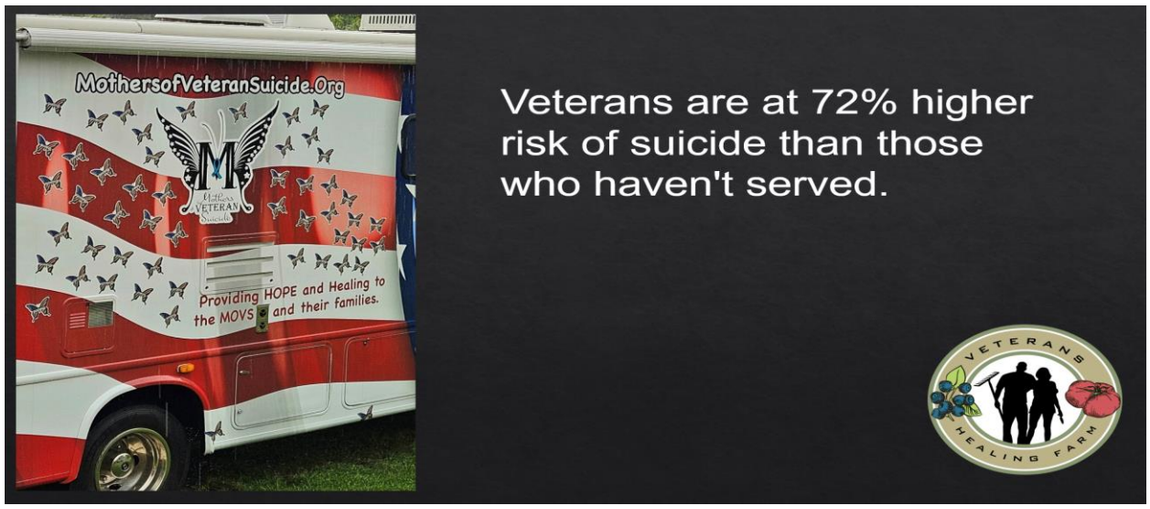


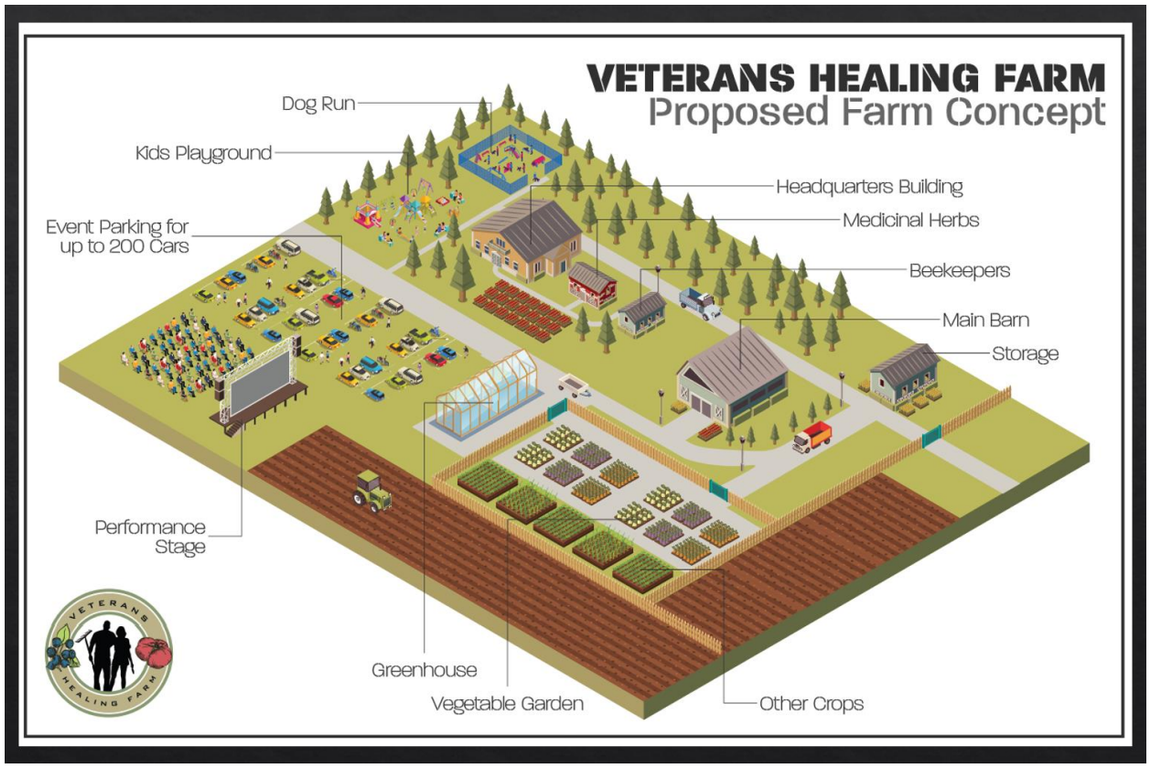

UNITED STATES
MILITARY
VETERANS
HEALING FARM

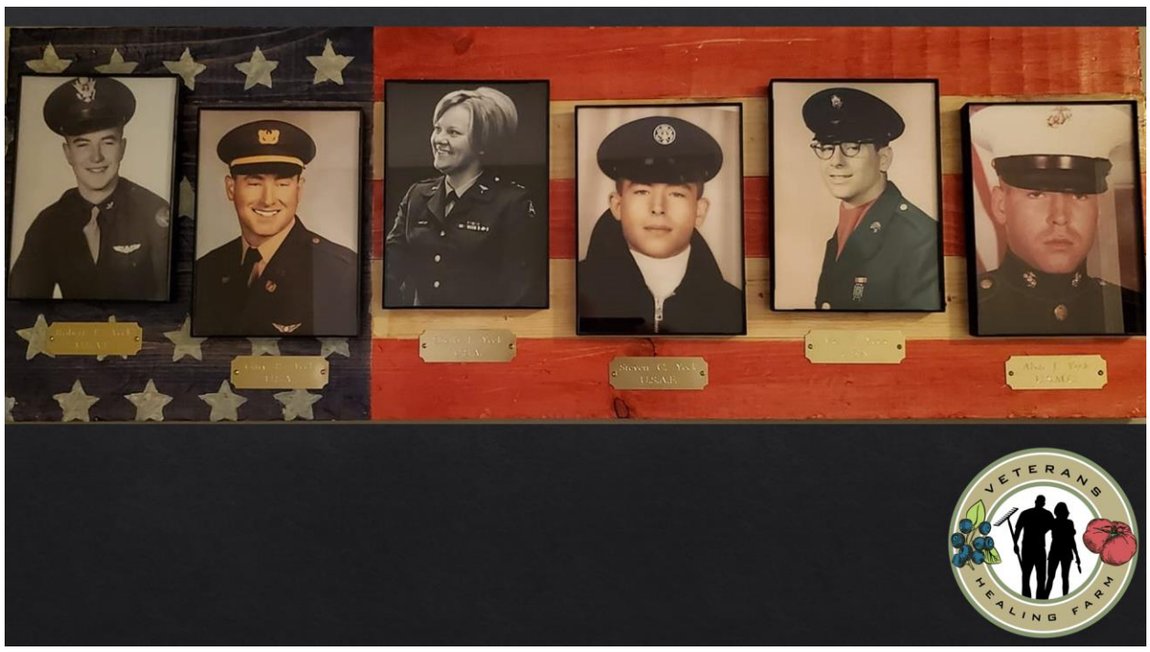

VETERANS
HEALING FARM

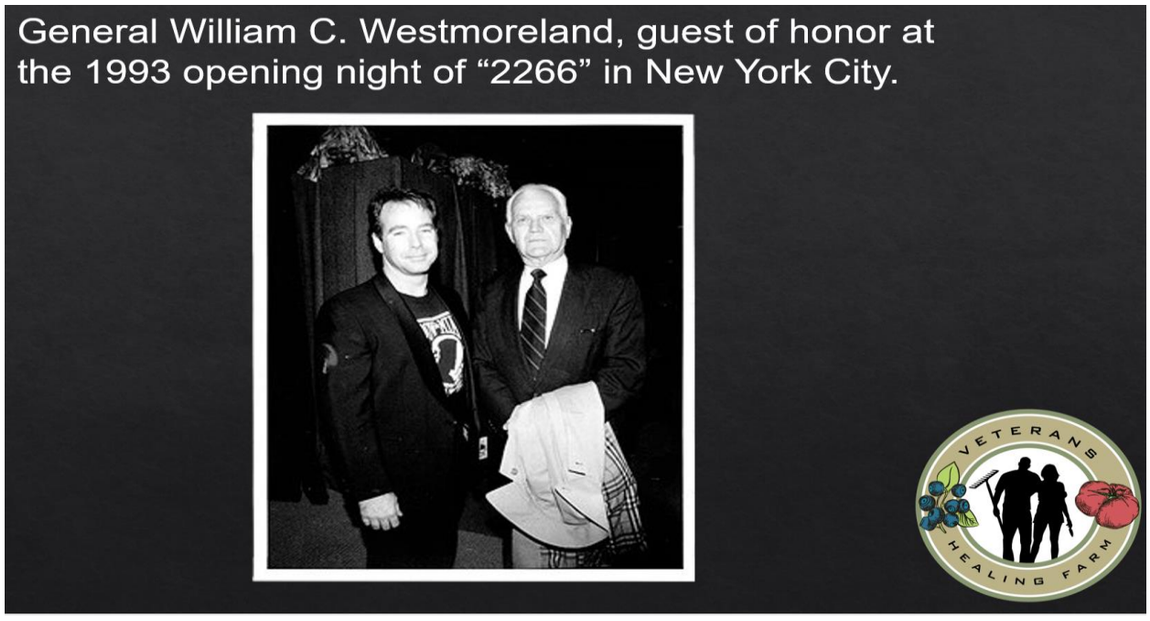

The Chamber
Henderson County Chamber of Commerce
Nonprofit of the Year
2023
Presented by
AdventHealth
Hendersonville
alanyeck
VETERANS
HEALING FARM


JAM CENTER
VETERANS HEALING FARM
VETERANS HEALING FARM


MothersofVeteranSuicide.Org
Providing HOPE and Healing to the MOVS and their families.
Veterans are at 72% higher risk of suicide than those who haven't served.
VETERANS HEALING FARM


VETERANS HEALING FARM
Proposed Farm Concept
Dog Run
Kids Playground
Event Parking for up to 200 Cars
Performance Stage
Headquarters Building
Medicinal Herbs
Beekeepers
Main Barn
Storage
Greenhouse
Vegetable Garden
Other Crops
VETERANS HEALING FARM

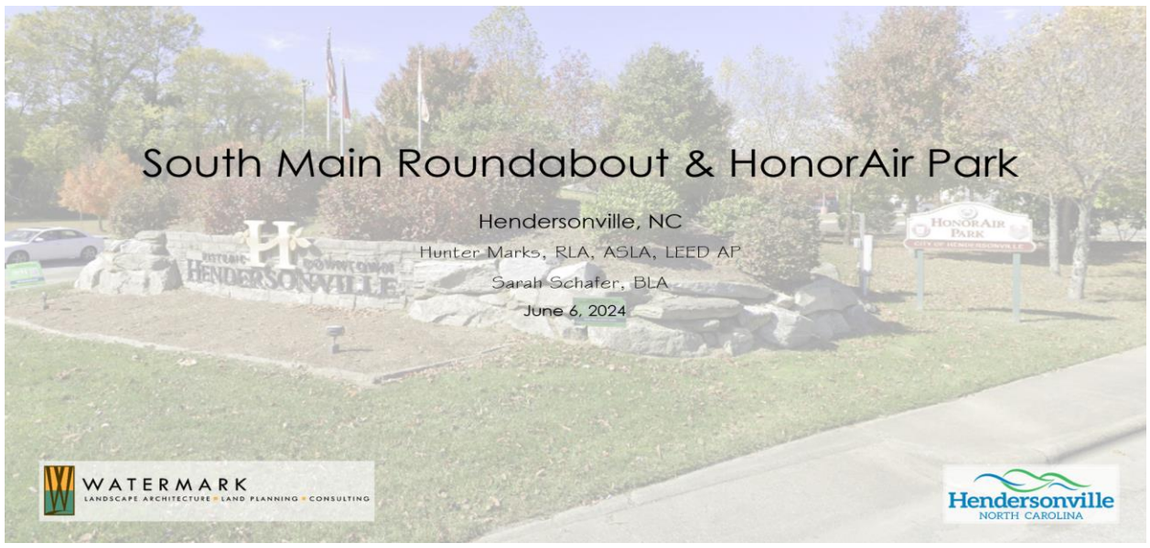




He followed up by saying that he isn’t asking anything from City Council but as “individuals”. Who do you know? Who do you know that knows somebody? Who do you know that can help us build this? Right now the county is working with us to find land and has offered us office space in the renovated VFW temporarily while we continue looking. But, please, think about what you can do. We’ve raised $600,000 in little checks but we need more. Who do you know that can help us? I don’t want to close but we’re going to need help to make this happen.

D. NCDOT S. Main Roundabout Design Concept Presentation – *Brent Detwiler, PE, Public Services Director, Hunter Marks & Sarah Schafer, Watermark Landscape Architecture*

Brent introduced Hunter Marks and Sarah Schafer and they showed the following PowerPoint of concepts and they are looking for some feedback from Council and then DOT can incorporate that into their plans.





List of Wants

Low Maintenance

HonorAir Park

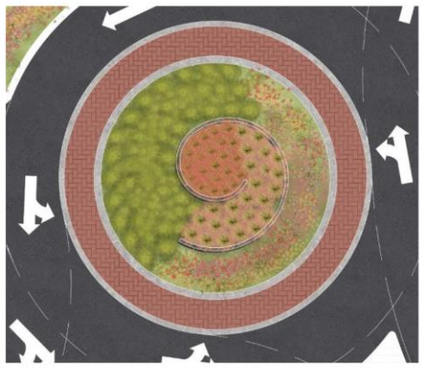
Gateway Park

Informational Intersection for Downtown and Ecusta Trail

Updated Signage



Roundabout Plants

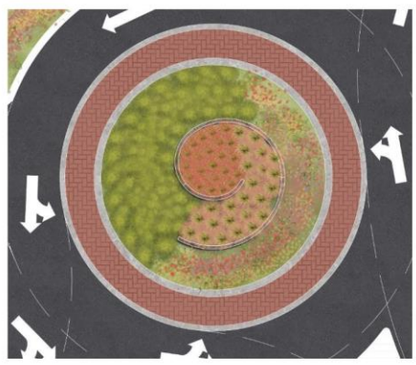




WATERMARK
LANDSCAPE ARCHITECTURE LAND PLANNING CONSULTING

Hendersonville
NORTH CAROLINA

Roundabout Hardscape







WATERMARK
LANDSCAPE ARCHITECTURE LAND PLANNING CONSULTING

Hendersonville
NORTH CAROLINA







John added that we have engaged Hunter and Watermark to take this concept all the way through the design phase and then we will ultimately turn that over to DOT for their bidding and

construction. As Brent said, bidding right now is in 2026 so construction may not be complete until 2028 or 2029 assuming they stay on the current path.

7. PUBLIC HEARINGS

A. Street Closure: Order to Close Portion of Unnamed Street (The Housing Assistance Corporation)(C24-22-SCL) – *Tyler Morrow, Planner II*

Tyler explained that the City received an application from The Housing Assistance Corporation to close an unopened and unimproved portion of an unnamed street located on PIN 9569-41-8704. A street closure plat is included in your packet.

General Statue 160A-299 outline procedures and provides the City with authority for permanently closing streets and alleys. Whenever there is a proposal to permanently close any street or public alley, the City Council shall first adopt a resolution declaring its intent to close the street or alley and shall set a date for a public hearing. This step was completed at your May 2nd, 2024 regular session of City Council. At the public hearing to be held at your June 6th, 2024 regular session of City Council, any person may be heard on the question of whether the closing would be detrimental to the public interest or the property rights of any individual.

The public hearing opened at 6:27 p.m.

Public Comments: None

The public hearing closed at 6:28 p.m.

Council Member Melinda Lowrance moved that City Council adopt an ordinance permanently closing an unopened and unimproved portion of an unnamed street located on PIN 9569-41-8704 as petitioned by The Housing Assistance Corporation. A unanimous vote of the Council followed. Motion carried.

ORDER #: O-24-26

**ORDER TO PERMANENTLY CLOSE, AN UNOPENED,
UNIMPROVED PORTION OF A RIGHT-OF-WAY LOCATED ON PIN: 9569-41-8704.**

(Petition from The Housing Assistance Corporation)

NORTH CAROLINA
HENDERSON COUNTY

TO WHOM IT MAY CONCERN:

WHEREAS, North Carolina General Statue Section §160A-299 authorizes a city council to permanently close any street or public alley way within its corporate limits or area of extraterritorial jurisdiction and provides a procedure for the closing such streets or alleyways; and

WHEREAS, The Housing Assistance Corporation, owner, has petitioned the City of Hendersonville City Council to close a portion of unimproved right-of-way that is located on property described in a deed recorded in the Henderson County Registry in Deed Book 4121 at page 511, having PIN of 9569-41-8704.

WHEREAS, on May 2nd, 2024, the Hendersonville City Council adopted a resolution expressing the intention of the municipality to close a portion of this street and setting June 6th, 2024 as the date of a public hearing regarding such closure; and

WHEREAS, the aforementioned resolution has been published once a week for four successive weeks prior to the public hearing in the Hendersonville Times-News (a newspaper of general and regular circulation in Hendersonville and Henderson County) and a copy thereof has been sent by certified mail to all owners of property adjoining the street as shown on the county tax records; and

WHEREAS, notice of the closings and of the public hearing has been posted in at least two places along the streets; and

WHEREAS, a public hearing was held in conformance with the aforementioned public notice on the sixth day of June, 2024.

NOW, THEREFORE, the City Council of the City of Hendersonville does hereby make the following findings of fact:

1. The closing of the street portion hereafter described are not contrary to the public interest.

2. No individual owning property in the vicinity of the streets or in the subdivision in which it is located would be deprived by the closing of such streets of reasonable means of ingress and egress to his property.

IN CONSIDERATION THEREOF, IT IS HEREBY ORDERED:

1. The following portions of streets are permanently closed and no longer existent as of the effective date of this order:

Being all of that real property described as "Road Closure Area" as shown on that plat recorded in Plat Book_____ at Page_____ of the Henderson County Registry [to be inserted at recording]

Description of a portion of the unnamed street to be closed under NCGS 160A-299

Beginning at a ¾" existing iron pipe, said pipe having NAD83 (2011) grid coordinates of N: 591,850.69', E: 964,461.78' and standing in the northwest line of the subject parcel currently owned by The Housing Assistance Corporation as described in deed book 4121 page 511; and running thence N 46°23'42" E 3.76' to a point; thence on a curve to the right with a radius of 136.92' and a chord of S 36°09'49" E 85.91' to a point; thence on a curve to the left with a radius of 29.99' and a chord of S 31°41'17" E 14.31' to a point; thence on a curve to the right with a radius of 35.21' and an arc length of 163.27' and a chord of S 78°16'54" W 51.65' to a point; thence on a curve to the left with a radius of 21.65' and a chord of N 05°37'27" E 17.63' to a point; thence on a curve to the left with a radius of 59.46' with a chord of N 24°27'42" W 12.54' to a point; thence on a curve to the left with a radius of 105.09' with a chord of N 42°45'19" W 44.57' to a point in the western boundary line of subject parcel; thence N 04°47'34" E 8.88' to a ¾" existing iron pipe; thence N 50°07'33" E 29.47' to the point and place of beginning. Containing0.16 acres (7250.9 sq.ft.) and being the unopened of said unnamed street at shown on survey by Ownbey Land Surveying, PLLC, bearing job number 240112.

2. The City herewith reserves all right, title, and interest in and to an easement over, upon, across, under and through the closed portion of the unnamed street for the placement, construction, and maintenance of public utilities including waterlines, sewer lines, stormwater management, and underground telecommunications facilities including cables, wires, and/or conduit.

3. The City herewith reserves all right, title, and interest in and to an easement over, upon, across, under and through the closed portion of the unnamed street for the placement, construction, and maintenance of public pedestrian infrastructure including but not limited to sidewalks and greenways.

4. The City Clerk shall forthwith cause a certified copy of this order to be filed in the Office of the Register of Deeds of Henderson County.

This order shall take effect the 6th day of June, 2024.

/s/Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

B. Budget Adoption FY25 – *John Connet, City Manager*

City Manager Connet presented the following PowerPoint regarding the FY25 Budget Adoption and thanked Assistant Manager Brian Pahle, Budget Manager Adam Murr and Budget and Management Analyst Jenny Floyd for all of their hard work on the budget, as well as all of the department heads. It really is a year-round process. He added that this years' budget process has been one of the more challenging that I've had in my 32 years as a city manager. These are times we have not seen as it relates to inflation, the need to raise salaries, the competition to hire well-qualified professional city employees particularly in the public safety departments. It's very much an arms race and we don't know quite when it will end. We've talked with other managers around the state and we've worked hard to provide you with a budget that will do all the things that council has set out as goals and priorities. I just wanted to set the baseline and let you know that it has been a challenging year but I want to thank the staff for working with us. We've done things like hiring freezes, we've asked people to take compensatory time when they would normally get overtime, so our staff has really stepped up to make sure we maintain a balanced budget for our citizens. It's something that our staff doesn't always understand but they've taken it as troopers and I really appreciate the work that they've done.

CITY OF HENDERSONVILLE

FY25 BUDGET ADOPTION

June 06, 2024



Our Vision

Hendersonville is a vibrant mountain city where the government and citizens work together for a high quality of life.

Our Mission

The City of Hendersonville is committed to providing quality, efficient services to all citizens, visitors, and businesses through open communication, timely responses, and quality results.

FY25 COUNCIL RANKED GOALS

Rank #1 – Public Safety

Rank #2 – Compensation, Benefits, and Staff Development

Rank #3 – Strong Infrastructure

Rank #4 – Strategic Housing Plan

Rank #5 – Growth Management and Community Character

Rank #6 – Invest in Parks

Rank #7 – Enhance Sustainability Citywide

Rank #8 – Transportation Planning

Rank #9 – City Boards and Volunteers

Rank #10 – Support Downtown Businesses

The Fiscal Year 2024-2025 (FY25) budget was developed based upon information presented and discussed during our City Council and Staff Retreat on March 14 and 15, 2024.

At the Retreat, Council deliberated an **updated list of goals** for the City of Hendersonville. Council Members devised a plan for the City's future growth and strategized on working through competing interests and decision-making points.

Each goal area to the left is tracked in the City's strategic planning documents, which can be found online at:

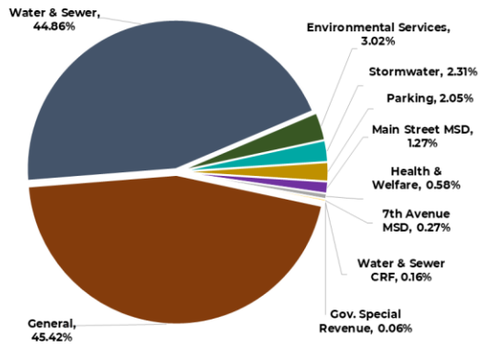
www.hvlnc.gov/strategicplan

FY25 BUDGET IN TOTAL

FY25 MAJOR FUNDS SUMMARY

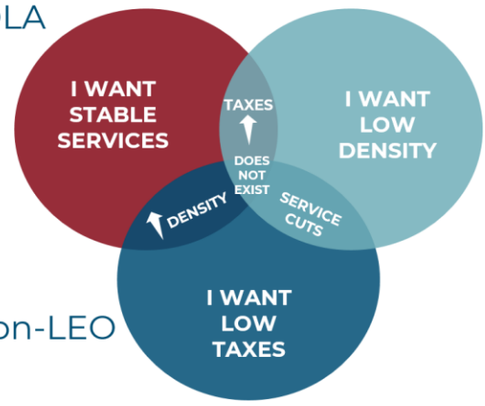
FUND	EXPENDITURES	REVENUES	FUND BALANCE APPROPRIATION
General	$ 28,535,622	$ 26,231,070	$ 2,304,552
Water & Sewer	28,181,750	26,372,560	1,809,190
Environmental Services	1,894,100	1,894,100	-
Stormwater	1,454,050	1,454,050	-
Parking	1,289,826	1,088,575	201,251
Main Street MSD	799,231	641,830	157,401
Health & Welfare	362,025	362,025	-
7th Avenue MSD	169,343	121,500	47,843
Water & Sewer CRF	100,000	100,000	-
Gov. Special Revenue	35,000	-	35,000
SUB-TOTAL	**$ 62,820,947**	**$ 58,265,710**	**$ 4,555,237**

TOTAL IN BALANCE $62,820,947



FY25 BUDGET IN TOTAL

- **5.0% City-wide COLA**
  - + Additional 5.0% Public Safety COLA
- No Merit Increases
- 2.0% 401k Match
- Health Insurance → **+6.20%**
- Retirement → **15.10%** LEO | **13.65%** Non-LEO
- **5 Recommended** Position Additions
  - 1 Downtown Police Officer, 4 Water & Sewer Positions



FY25 GENERAL FUND

TAX RATE		**$0.52/$100**
REVENUES	$	(26,181,070)
EXPENDITURES	$	27,620,257
OTHER FINANCING	$	865,365
FUND BALANCE APPROPRIATED	$	2,304,552
FUND BALANCE FY25 START	$	10,709,093
FUND BALANCE FY25 END	$	8,404,541

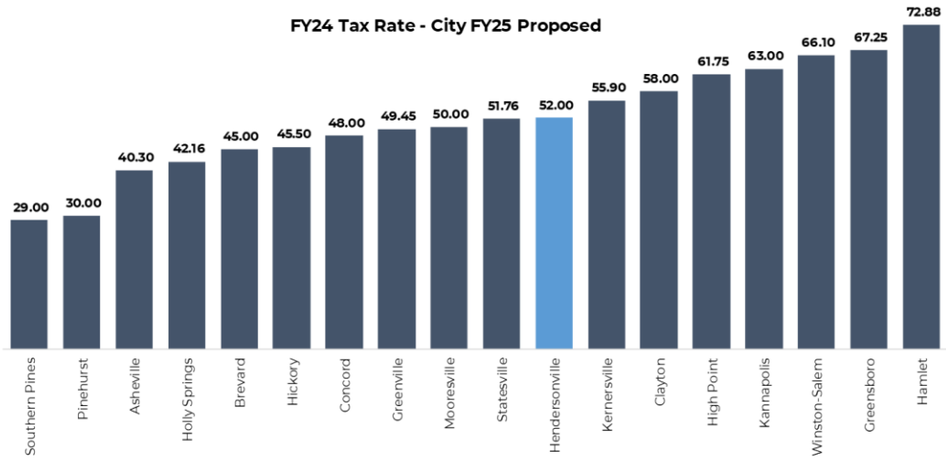
REVENUES
- Rate = **$0.52/$100** (**$0.03/$100 increase**)

EXPENDITURES
- **+1 FTE, $74k**
  - Downtown Police Officer
- **Updated Salary Splits**
- **-$840k** Operating budget
- **$233k** Pay-Go Capital
- **$530k** Vehicle & Equipment Loan
  - 8 HPD
- **+$520k** Debt Service
  - City Hall & Ops, FS#1, Edwards Park, Ladder 1 & Engine 1, Vehicle & Equipment Loan

FUND BALANCE
- Estimated Appropriation = $226,005
- Estimated Available = $10,483,087 | 23.12%
- Estimated Total = $10,709,093

FY25 GENERAL FUND

Setting the Right Tax Rate: **Avg. = $0.5156**



FY25 GENERAL FUND

Setting the Right Tax Rate:

Assessed Property Value	$0.4900 Tax Rate	$0.5200 Tax Rate	ANNUAL $ Δ	MONTHLY $Δ	ANNUAL % Δ
200,000	980	1,040	60.00	5.00	6.1%
400,000	1,960	2,080	120.00	10.00	6.1%
600,000	2,940	3,120	180.00	15.00	6.1%

- Impact of a recommended +$0.03 / $100 property tax increase:

1. The owner of a $200k property will pay +$60 annually, or +$5 monthly.
2. The owner of a $400k property will pay +$120 annually, or +$10 monthly.
3. The owner of a $600k property will pay +$180 annually, or +$15 monthly.

FY25 MAIN STREET MSD FUND

TAX RATE		**$0.21/$100**
REVENUES	$	(641,830)
EXPENDITURES	$	799,231
OTHER FINANCING	$	-
FUND BALANCE APPROPRIATED	$	(157,401)
FUND BALANCE FY25 START	$	226,067
FUND BALANCE FY25 END	$	68,666

REVENUES
- Rate = **$0.21/$100 (No change)**

EXPENDITURES
- **+$58k** - Personnel and Benefits
- **$316,619** - Operating Budget
- **$5,000** - Shrub Replacement on Main St.
- **$15,000** - Brick Sidewalk Replacement

FUND BALANCE
- Estimated Appropriation = $20,439
- Estimated Total = $205,628

FY25 7th AVE MSD FUND

TAX RATE		**$0.21/$100**
REVENUES	$	(121,500)
EXPENDITURES	$	169,343
OTHER FINANCING	$	-
FUND BALANCE APPROPRIATED	$	47,843
FUND BALANCE FY25 START	$	130,828
FUND BALANCE FY25 END	$	82,985

REVENUES
- Rate = **$0.21/$100 (No change)**

EXPENDITURES
- **+$8,650 –** Personnel & Benefits
- **$5,000 –** Depot Design
- **$5,000 –** 7th Ave Signage Updates
- **$49,465 –** Operating Budget

FUND BALANCE
- Estimated Appropriation = $1,821(increase)
- Estimated Total = $132,649

FY25 WATER & SEWER FUND

USER REVENUES		**+ ~8.5%**
REVENUES	$	(26,370,500)
EXPENDITURES	$	27,476,750
OTHER FINANCING	$	702,904
FUND BALANCE APPROPRIATED	$	1,809,190
FUND BALANCE FY25 START	$	9,593,288
FUND BALANCE FY25 END	$	7,784,098

REVENUES
- Water Sale Rev. **+8.0%**
- Sewer Charge Rev. **+9.0%**
- **Lifeline tier** (≤ 3,000gal) residential water
- **SDFs** → Effective Jan 1, 2025, at 25.0%
- Funding for **CIP priorities**
- **125%** Inside/Outside Water (**- 5.0%**)

EXPENDITURES
- **+4 FTE**
  - FIN 1, Facilities Maintenance 2, WTP 1
- **$9.7M** Operating budget
- **$1.18M** Pay-Go Capital
- **$530k** Transfer for Vehicles
- **$100k** Transfer to Capital Reserve Fund
- **+$1.5M** Debt Service - French Board Intake

FUND BALANCE/BOND COVENANT
- FY24 Est. Bond Covenant **(a)=2.12 (b)=1.74**
- FY25 Est. Bond Covenant **(a)=1.84 (b)=1.25**
- **Min (a)=1.00, Min (b)=1.00**

FY25 PARKING FUND

USER FEES		**No Fee Change**
REVENUES	$	(1,088,575)
EXPENDITURES	$	1,289,826
OTHER FINANCING	$	-
FUND BALANCE APPROPRIATED	$	201,251
FUND BALANCE FY25 START	$	1,167
FUND BALANCE FY25 END	$	(200,084)

REVENUES
- Parking Fee Revenues = **+81%**

EXPENDITURES
- **$5,000 –** Parking Lot Striping
- **$10,000 –** De-Icer
- **$157,072 –** Operating Budget
- **$812,200 –** Debt Service

FY25 STORMWATER FUND

USER FEES	**$7.00/month**	
REVENUES	$	(1,454,050)
EXPENDITURES	$	1,347,404
OTHER FINANCING	$	106,646
FUND BALANCE APPROPRIATED	$	-
FUND BALANCE FY25 START	$	-
FUND BALANCE FY25 END	$	-

REVENUES
- Rate = **$7.00/Month/ERU** (+$1.00)
- Cap = **$350.00/Month/ERU** (+$50.00)
- Rate + Cap = **+20.00%**

EXPENDITURES
- **$100k –** General Infrastructure
- **$50k –** Green Infrastructure in ROW
- **$27.5k** – Brush and Leaf Grinding
- **$310k –** Operating Budget

FUND BALANCE
- Estimated Appropriation = $121,952(increase)
- Estimated Total = $121,952

FY25 ENVIRONMENTAL SERVICES FUND

USER FEES	**$25.00/month**	
REVENUES	$	(1,804,000)
EXPENDITURES	$	1,894,100
OTHER FINANCING	$	(90,100)
FUND BALANCE APPROPRIATED	$	-
FUND BALANCE FY25 START	$	-
FUND BALANCE FY25 END	$	-

REVENUES
- Rate = **No Change**
  $23.00/32gal
  $25.00/96gal

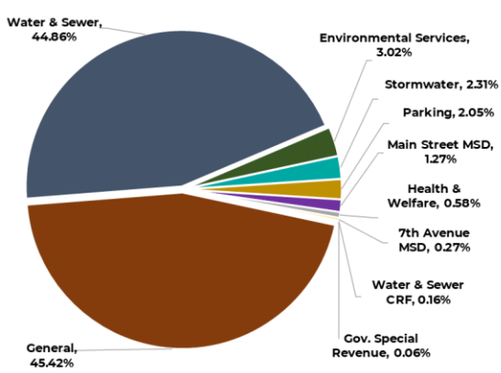
EXPENDITURES
- **$27.5k –** Brush and Leaf Grinding
- **$265k –** Tipping Fees
- **$50k –** Vehicle and Equipment Loan
- **+$25k** – Debt Service
  - Waste Truck and Leaf Machine

FY25 BUDGET IN TOTAL

FY25 MAJOR FUNDS SUMMARY

FUND	EXPENDITURES	REVENUES	FUND BALANCE APPROPRIATION
General	$ 28,535,622	$ 26,231,070	$ 2,304,552
Water & Sewer	28,181,750	26,372,560	1,809,190
Environmental Services	1,894,100	1,894,100	-
Stormwater	1,454,050	1,454,050	-
Parking	1,289,826	1,088,575	201,251
Main Street MSD	799,231	641,830	157,401
Health & Welfare	362,025	362,025	-
7th Avenue MSD	169,343	121,500	47,843
Water & Sewer CRF	100,000	100,000	-
Gov. Special Revenue	35,000	-	35,000
SUB-TOTAL	**$ 62,820,947**	**$ 58,265,710**	**$ 4,555,237**

TOTAL IN BALANCE $62,820,947



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THANK YOU COUNCIL & STAFF

The public hearing opened at 6:53 p.m.

Public comments:

Via Zoom:

Lynn Williams asked that plots at Oakdale Cemetery either remain the same or are incrementally increased over 5 years or so instead of doubling it.

Ken Fitch praised the staff overall for a balanced budget and noted the tax increase. Was happy to see public safety is represented and getting an extra COLA increase.

The public hearing closed at 7:00 p.m.

Council Member Jennifer Hensley moved that City Council adopt the Fiscal Year 2024-2025 (FY25) Budget Ordinance, Fiscal Year 2024-2025 (FY25) Capital Reserve Fund Ordinance, Fiscal Year 2024-2025 (FY25) Resolution of Intent to Consider and Adopt the Recommended Capital Improvement Plan and Follow the Rate Schedule, Fiscal Year 2024-2025 (FY25) Resolution Authorizing Increase in Micro-Purchase Threshold, and Fiscal Year 2024-2025 (FY25 Pay and Classification Schedule as presented. A unanimous vote of the Council followed. Motion carried.

Ordinance #O-24-27

BUDGET ORDINANCE

**AN ORDINANCE MAKING APPROPRIATIONS FOR CERTAIN EXPENSES,
CAPITAL IMPROVEMENTS AND INDEBTEDNESS OF
THE CITY OF HENDERSONVILLE, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025**

WHEREAS, the City of Hendersonville is approaching the conclusion of its current fiscal year and will enter a new fiscal year 2024-2025 (FY25) on July 1, 2024; and,

WHEREAS, it is necessary and required that prior to entering a new fiscal year a budget must be passed and adopted for the operation of the city government; and,

WHEREAS, the FY25 budget and budget message were submitted to the Hendersonville City Council by the budget officer, the City Manager, on May 24, 2024, as required by N.C.G.S. § 159-11(b); and,

WHEREAS, a copy of the FY25 budget was filed with the Hendersonville City Clerk on May 24, 2024, as required by N.C.G.S. § 159-12(a); and,

WHEREAS, a duly advertised public hearing and a work session has been held wherein the public has been notified and invited to be present.

THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA:

SECTION 1: That the following amounts are hereby appropriated for the following governmental and proprietary funds for the fiscal year beginning July 1, 2024, and ending June 30, 2025, with the estimated, budgeted revenues and other financing for each fund being as stated:

GOVERNMENTAL FUNDS	
General Fund	
Budgeted Revenues	(26,181,070)
Ad Valorem Taxes	(16,487,500)
Other Taxes & Licenses	(7,500)
Unrestricted Intergovernmental	(7,831,000)
Restricted Intergovernmental	(849,920)
Sales & Services	(354,600)
Permits & Fees	(444,550)
Investment Earnings	(175,000)
Miscellaneous	(31,000)
Budgeted Expenditures	27,620,257
General Government	4,865,206
Community Development	763,174
Fire	6,199,723
Police	7,340,401
Public Works	4,353,511
DebtService	4,098,242
Other Financing (Sources)/Uses	(1,439,187)
Proceeds of Debt	-
Sale of Capital Assets	(50,000)
Transfers (In)	-
Transfers Out	915,365
Fund Balance Appropriated	(2,304,552)
Sub-Total Revenues & Other Financing	**(28,535,622)**
Sub-Total Appropriations	**28,535,622**
SPECIAL REVENUE FUNDS	
Main Street MSD Fund	
Budgeted Revenues	(641,830)
Ad Valorem Taxes	(305,300)
Other Taxes & Licenses	-
Unrestricted Intergovernmental	(316,000)
Restricted Intergovernmental	-
Permits & Fees	(2,500)
Sales & Services	-
Investment Earnings	(100)
Miscellaneous	(17,930)
Budgeted Expenditures	799,231
Downtown Program	755,435
Debt Service	43,796
Other Financing (Sources)/Uses	(157,401)
Fund Balance Appropriated	(157,401)
Sub-Total Revenues & Other Financing	**(799,231)**
Sub-Total Appropriations	**799,231**
Seventh Avenue MSD Fund	
Budgeted Revenues	(121,500)
Ad Valorem Taxes	(53,400)
Other Taxes & Licenses	-
Unrestricted Intergovernmental	(63,000)
Restricted Intergovernmental	-
Permits & Fees	-
Sales & Services	(5,000)
Investment Earnings	(100)
Miscellaneous	-
Budgeted Expenditures	169,343
Downtown Program	169,343
Other Financing (Sources)/Uses	(47,843)
Fund Balance Appropriated	(47,843)
Sub-Total Revenues & Other Financing	**(169,343)**
Sub-Total Appropriations	**169,343**

Governmental Special Revenue Fund	
Budgeted Revenues	-
Miscellaneous	-
Budgeted Expenditures	35,000
Fire	4,000
Historic Preservation	7,500
Police	19,500
Walk of Fame	4,000
Other Financing (Sources)/Uses	(35,000)
Fund Balance Appropriated	(35,000)
Sub-Total Revenues & Other Financing	**(35,000)**
Sub-Total Appropriations	**35,000**
PROPRIETARY FUNDS	
Water & Sewer Fund	
Budgeted Revenues	(26,372,560)
Sales & Services	(24,916,700)
Permits & Fees	(913,500)
Water & Sewer Taps	(367,300)
Investment Earnings	(97,000)
Miscellaneous	(78,060)
Budgeted Expenditures	27,476,750
General Business	8,268,394
Water Facilities	1,501,949
Water Treatment	2,618,436
Water Operations	922,333
Water Distribution	3,780,379
Wastewater Facilities Maintenance	533,238
Wastewater Treatment	1,981,311
Wastewater Operations Support	343,763
Wastewater Collection	2,156,393
DebtService	5,370,534
Other Financing (Sources)/Uses	(1,104,190)
Transfers (In)	-
Transfers Out	705,000
Fund Balance Appropriated	(1,809,190)
Sub-Total Revenues & Other Financing	**(28,181,750)**
Sub-Total Appropriations	**28,181,750**
Parking Fund	
Budgeted Revenues	(1,088,575)
Sales & Services	(1,065,000)
Permits & Fees	-
Investment Earnings	(2,500)
Miscellaneous	(21,075)
Budgeted Expenditures	1,289,826
Parking	482,376
DebtService	807,450
Other Financing (Sources)/Uses	(201,251)
Proceeds of Debt	-
Transfers (In)	-
Transfers Out	-
Fund Balance Appropriated	(201,251)
Sub-Total Revenues & Other Financing	**(1,289,826)**
Sub-Total Appropriations	**1,289,826**

Stormwater Fund	
Budgeted Revenues	(1,454,050)
Sales & Services	(1,450,000)
Permits & Fees	(1,000)
Investment Earnings	(3,050)
Miscellaneous	-
Budgeted Expenditures	1,347,404
Stormwater	1,265,334
DebtService	82,070
Other Financing (Sources)/Uses	106,646
Proceeds of Debt	-
Transfers (In)	-
Transfers Out	106,646
Fund Balance Appropriated	-
Sub-Total Revenues & Other Financing	**(1,454,050)**
Sub-Total Appropriations	**1,454,050**
Environmental Services Fund	
Budgeted Revenues	(1,804,000)
Sales & Services	(1,803,000)
Permits & Fees	-
Investment Earnings	(300)
Miscellaneous	(700)
Budgeted Expenditures	1,894,100
Sanitation	1,713,802
DebtService	180,298
Other Financing (Sources)/Uses	-
Proceeds of Debt	-
Transfers (In)	(90,100)
Transfers Out	-
Fund Balance Appropriated	-
Sub-Total Revenues & Other Financing	**(1,894,100)**
Sub-Total Appropriations	**1,894,100**
Water & Sewer Capital Reserve Fund	
Budgeted Revenues	-
Budgeted Expenditures	-
Other Financing (Sources)/Uses	-
Transfers (In)	(100,000)
Transfers Out	100,000
Sub-Total Revenues & Other Financing	**(100,000)**
Sub-Total Appropriations	**100,000**
INTERNAL SERVICE FUNDS	
Health & Welfare Fund	
Budgeted Revenues	(362,025)
Sales & Services	(342,025)
Grant Revenue	-
Miscellaneous	(20,000)
Budgeted Expenditures	362,025
Employee Benefits	362,025
Other Financing (Sources)/Uses	-
Fund Balance Appropriated	-
Sub-Total Revenues & Other Financing	**(362,025)**
Sub-Total Appropriations	**362,025**
Total Revenues & Other Financing	**(62,820,947)**
Total Appropriations	**62,820,947**

SECTION 2: That the attached detailed budget document reflects the estimated revenues, revenue contributions, and budget appropriations of the City of Hendersonville, North Carolina, for the period beginning July 1, 2024, and ending June 30, 2025. A copy of the budget document shall be furnished to the City Clerk, City Manager and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

SECTION 3: That the financial plan supporting the Internal Service Fund as required by N.C.G.S. § 159-13.1 is approved. The *Financial Plan* for the Internal Service Fund is incorporated herein by reference and shall be placed on file in the office of the City Clerk.

SECTION 4: That no appropriations for salaries shall be changed unless authorized by the Council. Appropriations between departments, divisions, or projects within one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager for the purpose of equalizations, when necessary, if the original total appropriated balance for the fund is not changed. Appropriations within a department, other than salaries, may be transferred by the department head to make equalizations when necessary.

SECTION 5: That there is hereby levied a tax at the rate of fifty-two cents ($0.52) per one hundred dollars ($100.00) valuation of property. This rate is based on an estimated total valuation of property for the purpose of taxation of $3,240,060,607 and estimated collection rate of 98.00%.

SECTION 6: That there is hereby levied a tax at the rate of twenty-one cents ($0.21) per one hundred dollars ($100.00) valuation of property, for the Main Street Municipal Service District formed upon a petition of some of the property owners, established for the purpose of infrastructure improvements and special events in the district. This rate is based on an estimated total valuation of property for the purpose of taxation of $143,758,153 and an estimated collection rate of 98.00%.

SECTION 7: That there is hereby levied a tax at the rate of twenty-one cents ($0.21) per one hundred dollars ($100.00) valuation of property, for the Seventh Avenue Municipal Service District formed upon a petition of some of the property owners, established for the purpose of infrastructure improvements and special events in the district. The rate is based on an estimated total valuation of property for the purpose of taxation of $26,659,456 and an estimated collection rate of 98.00%.

SECTION 8: That there is hereby adopted an official Fee Schedule listing specific fees, licenses, and utility rates charged by the City of Hendersonville for the use of City facilities and equipment for the purposes of making them available to public, specific utility rates the proceeds of which are for the maintenance and expansion of its utility systems, the reproduction of public records and other miscellaneous services to cover the actual cost of producing these documents and information under the provision of NCGS §132-6.2, and other various fees associated with enhanced direct services provided by the City. The *Fee Schedule* is incorporated herein by reference and shall be placed on file in the office of the City Clerk.

SECTION 9: That the City's Position Allocation to Salary Range which provides all jobs and associated pay bands be adopted as the official Pay and Classification Schedule of the City of Hendersonville. The *Pay and Classification Schedule* is incorporated by reference and shall be placed on file in the office of the City Clerk.

SECTION 10: This ordinance shall become effective on and after July 1, 2024.

SECTION 11: That all ordinances and parts of ordinances in conflict herewith be and the same hereby repealed.

Passed and adopted at the regular meeting of the City Council of the City of Hendersonville, North Carolina, held this 6th day of June 2024.

/s/Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

8. NEW BUSINESS

A. FY25 Special Appropriations – *Adam Murr, Budget Manager*

City Manager Connet explained that as part of the budget process, City Council allocates money for our special appropriations and there are several motions to make on the account that some of our Council members wish to be recused because of potential conflicts. We are spending $143,500 in special appropriations and in addition to that $176,500 which goes to our full funding list which goes to things that include Economic Investment Fund of the Partnership for Economic Development, the Henderson County Rescue Squad, Interfaith Assistance Ministry, Merchants and Business Administration that helps pay for the parades as well as the Mills River Partnership and we ask that Council take action tonight.

Council Member Lyndsey Simpson said I want to disclose that my graphic design business is currently engaged in performing work for the following non-profits. Arts Council of Henderson County, Boys and Girls Club of Henderson County and the Blue Ridge Humane Society. I have clarified with them that no funds from the City can be used to pay for the work that I am doing

for them. I would also like to disclose that I have not participated in the special appropriations process for these non-profits; however in order to avoid a possible conflict of interest, I request that the City Council permit me to recuse myself from voting on the special appropriations for these three non-profits.

Council Member Melinda Lowrance moved that the City Council excuse Council Member Simpson from voting on the special appropriations for the Arts Council of Henderson County, Boys and Girls Club of Henderson County, and Blue Ridge Humane Society. A unanimous vote of the Council followed. Motion carried.

Council Member Melinda Lowrance moved that the City Council approve the special appropriations for the Arts Council of Henderson County, Boys and Girls Club of Henderson County, and Blue Ridge Humane Society. A unanimous vote of the Council followed. Motion carried.

Council Member Melinda Lowrance said I would like to disclose that I have a leadership role in Star Lite. I have not participated in the special appropriations process for this non-profit and request that the City Council permit me to recuse myself from voting on the special appropriations for Star Lite.

Council Member Lyndsey Simpson moved that the City Council excuse Council Member Lowrance from voting on the special appropriations for Star Lite. A unanimous vote of the Council followed. Motion carried.

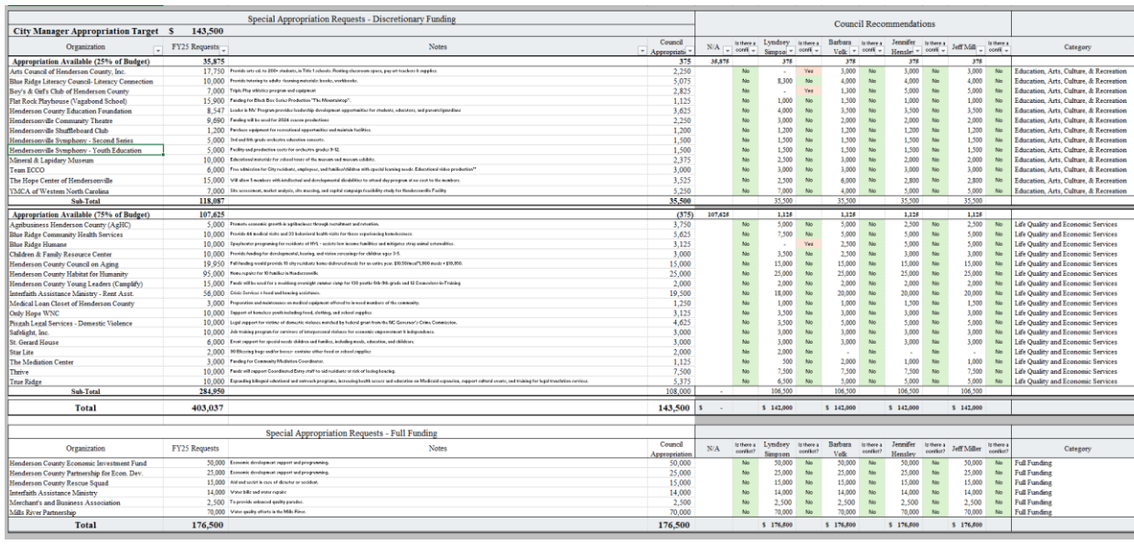
Council Member Lyndsey Simpson moved that the City Council approve the special appropriation for Star Lite. A unanimous vote of the Council followed. Motion carried.

Council Member Jeff Miller moved that the City Council approve the remaining special appropriation allocations as presented. A unanimous vote of the Council followed. Motion carried.

City Manager Connet thanked the Council for doing this and said the money has been allocated by the council, however, the legal team and budget team will then begin work on drafting contracts with our non-profits to ensure that the money is spent for a public purpose in accordance with state law. I just wanted to be clear that there is still work that will be done over the next several months to get those contracts in order so that we can then write checks and get the money out and the city has the ability to audit those funds and make sure they're spent accordingly.

Council Member Jennifer Hensley referred to the Henderson County Education Foundation for the Leader in Me Program and asked that the money go specifically to Bruce Drysdale Elementary School since it is in the city and this is their first year and Hendersonville Elementary is generously covered every year.

Council Member Jennifer Hensley moved that City Council use the special appropriation for the Leader in Me program to be used specifically for Bruce Drysdale Elementary School. A unanimous vote of the Council followed. Motion carried.



Special Appropriation Requests - Discretionary Funding

City Manager Appropriation Target $ 143,500

Organization	FY25 Requests	Notes	Council Appropriatio	Council Recommendations N/A	Is there a conflt	Lyndsey Simpson	Is there a conflt	Barbara Volk	Is there a conflt	Jennifer Hensley	Is there a conflt	Jeff Miller	Is there a conflt	Category
Appropriation Available (25% of Budget)	**35,875**		375	36,875		375		375		375		375		
Arts Council of Henderson County, Inc.	17,750	Provide arts ed to 2000+ students, in Title I schools. Floating classroom space, pay art teachers & supplies.	2,250		No	-	Yes	3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation
Blue Ridge Literacy Council- Literacy Connection	10,000	Provide tutoring to adults+ learning materials: books, workbooks.	5,075		No	8,300	No	4,000	No	4,000	No	4,000	No	Education, Arts, Culture, & Recreation
Boy's & Girl's Club of Henderson County	7,000	Topic Play athletics program and equipment	2,825		No	-	Yes	1,300	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation
Flat Rock Playhouse (Vagabond School)	15,900	Funding for Black Box Series Production "The Mountaintop".	1,125		No	1,000	No	1,500	No	1,000	No	1,000	No	Education, Arts, Culture, & Recreation
Henderson County Education Foundation	8,547	Leader in Me" Program provides leadership development opportunities for students, educators, and parents/guardians	3,625		No	4,000	No	3,500	No	3,500	No	3,500	No	Education, Arts, Culture, & Recreation
Hendersonville Community Theatre	9,690	Funding will be used for 2024 season productions	2,250		No	3,000	No	2,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation
Hendersonville Shuffleboard Club	1,200	Purchase equipment for recreational opportunities and maintain facilities	1,200		No	1,200	No	1,200	No	1,200	No	1,200	No	Education, Arts, Culture, & Recreation
Hendersonville Symphony - Second Series	5,000	3rd and 4th grade orchestra education concerts.	1,500		No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation
Hendersonville Symphony - Youth Education	5,000	Facility and production costs for orchestra grades 9-12.	1,500		No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation
Mineral & Lapidary Museum	10,000	Educational materials for school tours of the museum and museum exhibits.	2,375		No	2,500	No	3,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation
Team ECCO	6,000	Free admission for City residents, employees, and families/children with special learning needs. Educational video production*	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation
The Hope Center of Hendersonville	15,000	Will allow 5 members with intellectual and developmental disabilities to attend day program at no cost to the members.	3,525		No	2,500	No	6,000	No	2,800	No	2,800	No	Education, Arts, Culture, & Recreation
YMCA of Western North Carolina	7,000	Site assessment, market analysis, site massing, and capital campaign feasibility study for Hendersonville Facility	5,250		No	7,000	No	4,000	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation
Sub-Total	**118,087**		**35,500**			35,500		35,500		35,500		35,500		
Appropriation Available (75% of Budget)	**107,625**		**(375)**	107,625		1,125		1,125		1,125		1,125		
Agribusiness Henderson County (AgBC)	5,000	Promote economic growth in agribusiness through recruitment and retention.	3,750		No	5,000	No	5,000	No	2,500	No	2,500	No	Life Quality and Economic Services
Blue Ridge Community Health Services	10,000	Provide 44 medical visits and 33 behavioral health visits for those experiencing homelessness.	5,625		No	7,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Blue Ridge Humane	10,000	Anesthesia/ preg testing for residents of WA + assists low income families and mitigates stray animal externalities.	3,125		No	-	Yes	2,500	No	5,000	No	5,000	No	Life Quality and Economic Services
Children & Family Resource Center	10,000	Provide funding for developmental, hearing, and vision screenings for children ages 3-5.	3,000		No	3,500	No	2,500	No	3,000	No	3,000	No	Life Quality and Economic Services
Henderson County Council on Aging	19,950	Full funding would provide 10 city residents home delivered meals for an entire year. $50.50/meal*1,900 meals = $95,950.	15,000		No	15,000	No	15,000	No	15,000	No	15,000	No	Life Quality and Economic Services
Henderson County Habitat for Humanity	95,000	Home repairs for 10 families in Hendersonville.	25,000		No	25,000	No	25,000	No	25,000	No	25,000	No	Life Quality and Economic Services
Henderson County Young Leaders (Catapult)	15,000	Funds will be used for a weeklong overnight summer camp for 100 youths 6th-9th grade and 12 Counselors-in-Training	2,000		No	2,000	No	2,000	No	2,000	No	2,000	No	Life Quality and Economic Services
Interfaith Assistance Ministry - Rent Asst.	56,000	Crisis Services + food and housing assistance.	19,500		No	18,000	No	20,000	No	20,000	No	20,000	No	Life Quality and Economic Services
Medical Loan Closet of Henderson County	3,000	Preparation and maintenance on medical equipment offered to in-need members of the community.	1,250		No	1,000	No	1,000	No	1,500	No	1,500	No	Life Quality and Economic Services
Only Hope WNC	10,000	Support of homeless youth including food, clothing, and school supplies.	3,125		No	3,500	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
Pisgah Legal Services - Domestic Violence	10,000	Legal support for victims of domestic violence matched by federal grant from the NC Governor's Crime Commission.	4,625		No	3,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Safelight, Inc.	10,000	Job training program for survivors of interpersonal violence for economic empowerment & independence.	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
St. Gerard House	6,000	Event support for special needs children and families, including meals, education, and childcare.	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
Star Lite	2,000	300 filtering bags and/or boxes+ container either hard or zshred supplies	2,000		No	2,000	No	-	No	-	No	-	No	Life Quality and Economic Services
The Mediation Center	3,000	Funding for Community Mediation Coordinator.	1,125		No	500	No	2,000	No	1,000	No	1,000	No	Life Quality and Economic Services
Thrive	10,000	Funds will support Coordinated Entry staff to aid residents at risk of losing housing.	7,500		No	7,500	No	7,500	No	7,500	No	7,500	No	Life Quality and Economic Services
True Ridge	10,000	Expanding bilingual vocational and outreach programs, increasing health screen and education on Medicaid expansion, support cultural events, and training for legal translation services.	5,375		No	6,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Sub-Total	**284,950**		108,000	-		106,500		106,500		106,500		106,500		
Total	**403,037**		**143,500**	$ -		$ 142,000		$ 142,000		$ 142,000		$ 142,000		

Special Appropriation Requests - Full Funding

Organization	FY25 Requests	Notes	Council Appropriation	N/A	Is there a conflict?	Lyndsey Simpson	Is there a conflict?	Barbara Volk	Is there a conflict?	Jennifer Hensley	Is there a conflict?	Jeff Miller	Is there a conflict?	Category
Henderson County Economic Investment Fund	50,000	Economic development support and programming.	50,000		No	50,000	No	50,000	No	50,000	No	50,000	No	Full Funding
Henderson County Partnership for Econ. Dev.	25,000	Economic development support and programming.	25,000		No	25,000	No	25,000	No	25,000	No	25,000	No	Full Funding
Henderson County Rescue Squad	15,000	Aid and assist in case of disaster or accident.	15,000		No	15,000	No	15,000	No	15,000	No	15,000	No	Full Funding
Interfaith Assistance Ministry	14,000	Water bills and water repairs	14,000		No	14,000	No	14,000	No	14,000	No	14,000	No	Full Funding
Merchant's and Business Association	2,500	To provide enhanced quality parades.	2,500		No	2,500	No	2,500	No	2,500	No	2,500	No	Full Funding
Mills River Partnership	70,000	Water quality efforts in the Mills River.	70,000		No	70,000	No	70,000	No	70,000	No	70,000	No	Full Funding
Total	**176,500**		**176,500**			$ 176,000		$ 176,000		$ 176,000		$ 176,000		

F. Agreement for Apple Country Transit Funding – *Daniel Heyman, Staff Attorney*

City Manager Connet said the City of Hendersonville has funded and been a partner of the Apple Country Public Transit program since its inception and we strongly support and contribute almost $184,000 to fund public transit. Main funding is federal government, second largest is Henderson County and third is us. So Council member Hensley wanted to be sure that the public knew that we have been a partner at the table and we fund that at a pretty significant rate. The funding that we provide for motor vehicle fees on your motor vehicle goes to fund this service for our citizens so that $15 fee that you pay for your motor vehicle registration goes to Henderson County to fund public transportation.

9. BOARDS/COMMISSIONS/COMMITTEE APPOINTMENTS

A. ABC Board Appointments – *John Connet, City Manager*

City Manager Connet explained that in accordance with the ABC Board Merger Agreement, City Council must appoint the three members to the Blue Ridge ABC Board. The members must be appointed to staggered terms. In addition, the City Council must appoint the first chairperson. The Chairperson is the member serving a three-year term and will serve as Chairperson for the first two years.

Council Member Jennifer Hensley moved that City Council appoint Chuck McGrady to a three-year term, Ken Calhoun to a two-year term and Marcia Kane to a one year term. Furthermore, I move that Chuck McGrady be appointed as Chairperson of the Blue Ridge ABC Board for a term of two years. A unanimous vote of the Council followed. Motion carried.

B. Various Board & Committee Appointments – *Jill Murray, City Clerk*

The City of Hendersonville has vacancies on various Boards and Committees. The City Clerk has received applications for consideration of appointment and disseminated to City Council. Information is detailed in the attached memo.

Animal Services Advisory Committee

Council Member Jeff Miller moved that City Council amend the charter in Article IV Section 1 to expand the membership for this committee from 8 members to 11 members as presented, and to permit the appointment of members to a term of less than 3 years where necessary to keep the terms staggered. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Catherine Weibel to a one-year term on the Animal Services Advisory Committee ending June 30, 2025. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Robin Grainger to a two-year term on the Animal Services Advisory Committee ending June 30, 2026. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Dalleen Jackson-McClasky to a three-year term on the Animal Services Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Holly Newton to a three-year term on the Animal Services Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Beth Scarborough to a three-year term on the Animal Services Advisory Committee ending June 30, 2027 . A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Patricia Shepherd to a three-year term on the Animal Services Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Board of Adjustment

Council Member Jennifer Hensley moved that City Council appoint Reid Barwick to a three-year term on the Board of Adjustment ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Diversity & Inclusion Advisory Committee

Council Member Melinda Lowrance moved that City Council reappoint Florence Allbough to a three-year term on the Diversity & Inclusion Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Melinda Lowrance moved that City Council appoint Victor Mills to a three-year term on the Diversity & Inclusion Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council amend Article IV Section 1 of the charter of the Diversity & Inclusion Advisory Committee to allow for any council member to serve as the alternate liaison to this Committee as presented, and to appoint council member Lowrance as the alternate City Council liaison. A unanimous vote of the Council followed. Motion carried.

Downtown Advisory Committee

Council Member Jeff Miller moved that City Council reappoint Caroline Gunther (Main St.) to a three-year term on the Downtown Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jeff Miller moved that City Council reappoint Matthew Hickman (7th Ave.) to a three-year term on the Downtown Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jeff Miller moved that City Council appoint Oliver Wall (Main St.) to a three-year term on the Downtown Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jeff Miller moved that City Council appoint Ryan Salvesen (At-Large) to a three-year term on the Downtown Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jeff Miller moved that City Council appoint Patsy Dupree (At-Large) to a three-year term on the Downtown Advisory Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Council Member Jeff Miller to serve as liaison to the Downtown Advisory Committee. A unanimous vote of the Council followed. Motion carried.

Environmental Sustainability Committee

Council Member Lyndsey Simpson moved that City Council amend Article IV Section 2 of the charter of the Diversity & Inclusion Advisory Committee to provide a 1-year hiatus after a member serve's 2 consecutive terms, as presented. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council reappoint Virginia Tegel to a three-year term on the Environmental Sustainability Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Omar Zafra to a three-year term on the Environmental Sustainability Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Tanya Guzman to a three-year term on the Environmental Sustainability Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint June Shelp to a three-year term on the Environmental Sustainability Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Lyndsey Simpson moved that City Council appoint Jane Edgar to a three-year term on the Environmental Sustainability Committee ending June 30, 2027. A unanimous vote of the Council followed. Motion carried.

Tree Board

Council Member Jennifer Hensley moved that City Council appoint Melody Crawford to a three-year term on the Tree Board ending December 31, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jennifer Hensley moved that City Council appoint Scott Harmon to a three-year term on the Tree Board ending December 31, 2027. A unanimous vote of the Council followed. Motion carried.

Council Member Jennifer Hensley moved that City Council appoint Lyndsey Simpson as City Council liaison to the Tree Board.

City Manager Connet thanked City Clerk Jill Murray and City Attorney Angela Beeker for taking the time to go over the boards and committees and putting the motion sheets together.

10. CITY MANAGER REPORT

A. May 2024 Contingency and Adjustment Report – John Connet, City Manager

City Manager Connet explained that the May 2024 Contingency Report is included in the packet for Council's review.

In accordance with North Carolina General Statute (NCGS) 159-13(b) it is required that all expenditures resulting from a contingency appropriation budget be reported to the governing board at its next regular meeting and recorded in the minutes.

NCGS 159-15 permits the Budget Officer (City Manager), to transfer budget from one appropriation to another within the same fund, provided any such transfers are reported to the Governing Board. The City of Hendersonville refers to transfers of budget from one appropriation to another within the same fund as a "budget adjustment". City Council authorizes budget adjustments each year with the adoption of the annual budget ordinance (SECTION 4).

This agenda item serves to fulfill the reporting requirements of both NCGS 159-13(b) and 159-15 by providing City Council a summary of all amendments and adjustments occurring thus far in the fiscal year.

FISCAL YEAR 2023 - 2024 (FY24)
BUDGET AMENDMENTS

Completed | Corrected
Proposed | Denied

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET	DESCRIPTION	APPROVED	TYPE	AMENDMENT NUMBER
301-0000-420050-G240	Grant Revenue	-	40,000	-	40,000	NCDEQ Waste Reduction Grant G2403	yes	amendment	05022024-01
301-7855-550102-G240	Capital Outlay - Services and Fees	-	40,000		40,000	NCDEQ Waste Reduction Grant G2403	yes	amendment	05022024-01
010-1555-519104	Prof Services- ENG	10,000	-	10,000	-	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-521030	Medical	2,000	-	2,000	-	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-521060	Educational Supplies	2,500	-	2,500	-	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-524020	R&M Equipment	20,000	-	1,200	18,800	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-524030	R&M Trucks	40,000	-	1,200	38,800	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-531275	Tuition Reimbursement	6,000	-	2,000	4,000	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-531600	Lease/Rental Equipment	2,500	-	2,500	-	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-553000	Capital Outlay- Land Improvements	8,000	-	8,000	-	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-554001	Capital Outlay- Equipment	42,000	-	4,035	37,965	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1555-519200	Contracted Services	100,000	33,435	-	133,435	8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
010-1002-531205	Advertising	32,500	-	3,165	29,335	Jenn- HR Dues	yes	adjustment	5/7/2024
010-1002-531215	Dues & Subscriptions	21,900	3,165	-	25,065	Jenn- HR Dues	yes	adjustment	5/7/2024
010-1556-524040	R&M Streets and Sidewalks	580,363		40,695	539,668	Bicycle Budget	yes	adjustment	5/8/2024
010-1556-519104	Prof. Services- ENG	-	40,695	-	40,695	Bicycle Budget	yes	adjustment	5/8/2024
060-0000-534999	Contingency	34,225		10,000	24,225	Emergency Centrifuge Repair	yes	adjustment	5/13/2024
060-7035-519104	Prof. Services- ENG	20,000	-	12,000	8,000	Emergency Centrifuge Repair	yes	adjustment	5/13/2024
060-7035-524010	R&M Buildings	38,000	-	6,500	31,500	Emergency Centrifuge Repair	yes	adjustment	5/13/2024
060-7035-524020	R&M Equipment	40,000	28,500	-	68,500	Emergency Centrifuge Repair	yes	adjustment	5/13/2024

City Manager Connet added some important dates for Council:

- Tomorrow is National Donut Day and there may or may not be a law enforcement presence around Dunkin Donuts on Spartanburg Highway tomorrow morning from 8:30am-9:00am and we would like to encourage Council members if they don't have anything to do, to stop by.
- The Boards and Committees Appreciation Dinner in on August 20th from 5:30p-7:30p at Continuum on 1st Avenue. Allison Justus and her team are working on that and it should be a nice event. We are trying to use some local businesses to cater.
- We are working on Council Conversations between mid-August and mid-September and I think we're focusing on Tuesdays and I will need your feedback on the following potential locations:
  - Council Member Miller @ the new Fire Station
  - Council Member Lowrance giving you options @ St. Paul's, Union Grove or the Boys & Girls Club
  - Mayor Volk or Council Member Hensley for a Latina Outreach Conversation possibly at the Catholic Church
  - Council Member Simpson at U.S.64 East
  - Mayor Volk or Council Member Hensley @ Trailside Brewery
- Fire Station 1 Ribbon Cutting on Friday, September 20th

11. CITY COUNCIL COMMENTS

Jeff Miller said he thinks that this may be the 50th anniversary of Patton Park and asked staff to find out if that's true and if so, he thinks it's worth noting and doing something to recognize it.

12. ADJOURN

There being no further business, the meeting adjourned at 7:43 p.m. upon unanimous assent of the Council.

_____
Barbara G. Volk, Mayor

ATTEST: _____
Jill Murray, City Clerk

MINUTES

June 26, 2024

SECOND MONTHLY MEETING OF THE CITY COUNCIL

CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 4:00 p.m.

Present: Mayor Barbara Volk, and Council Members: Jeff Miller, Jennifer Hensley and Melinda Lowrance

Absent: Council Member Mayor Pro Tem Lyndsey Simpson

Staff Present: City Manager John Connet, Assistant City Manager Brian Pahle, City Clerk Jill Murray, City Attorney Angela Beeker, Communications Manager Allison Justus, Budget Manager Adam Murr, and others.

1. CALL TO ORDER

Mayor Barbara Volk called the meeting to order at 4:01 p.m. and welcomed those in attendance. A quorum was established with all members in attendance.

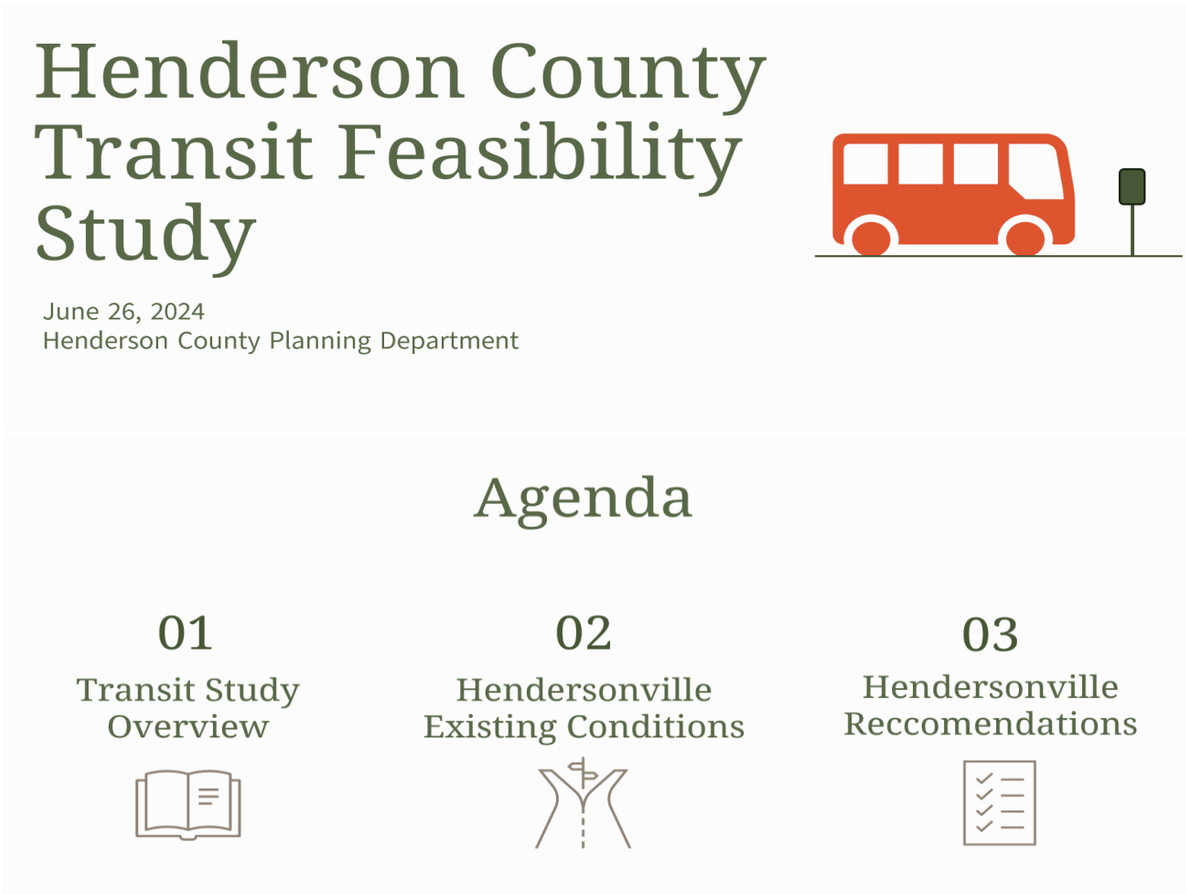
2. CONSIDERATION OF AGENDA

Council Member Jeff Miller moved that City Council approve the agenda as presented. A unanimous vote of the Council followed. Motion carried.

3. PRESENTATIONS

A. Henderson County Transit Study – *Janna Bianculli, Senior Planner*

Janna Bianculli, Senior Planner for Henderson County talked about Apple Country Public Transit which the county owns. They did a feasibility study and she gave an update on that and showed the following PowerPoint presentation. Weekend service, longer hours and improved frequency are some of the things they hope to implement along with more buses in the future.



01
Transit Study Background & Overview

Study Process

September 2022
Board of Commissioners select AECOM as the consultant for the study
AECOM

February 2023
The steering committee is formed, and members appointed by the BOC

March 2023
Public outreach and involvement

December 2023
First Draft of study completed

February 2024
Final Draft completed
apple country PUBLIC TRANSIT

Public Involvement

Steering Committee
- TDA
- Sheriff's Office
- Health Department
- Police Department
- The Partnership
- BRCC
- Pardee Hospital

Driver Interviews
- Two sessions on March 3, 2023

Focus Groups
- Two sessions on March 8 & 9, 2023
  - Social Services/Community Leaders
  - Businesses

Surveys
- Community Survey
- Rider Survey







Where we are now....

- Presented study to the TAC in February
- Presented study to the Town of Fletcher in April
- Gathering final feedback before BOC presentation

02 City of Hendersonville – Existing Conditions

Existing Conditions

Demographics

- Population ~ 15,102 (13% of County total)
- Higher population density than most of the County
- Higher population of people 65 and older

Route Performance

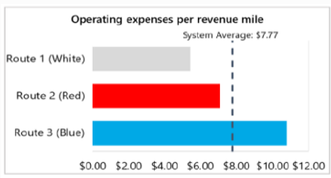
- All 3 routes have stops in Hendersonville city limits, plus 7 in the ETJ
  - Route 1: **29** out of 35 stops
  - Route 2: **28** out of 40 stops
  - Route 3: **13** out of 40 stops
- Route 1 is the most productive route in the system

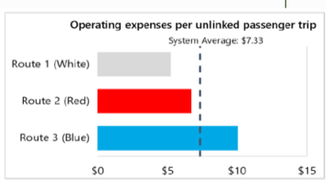


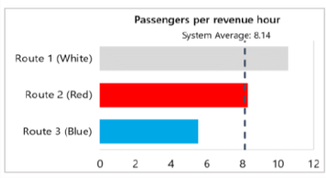
Photo Credit: Sam Dean

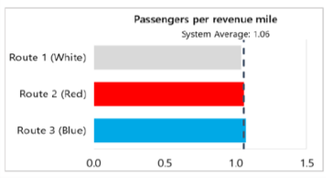
Existing Conditions – Routes

- **Route 1 – Highest Performance**
  - Largest presence in City
  - 14.82 miles
- **Route 2**
  - 15.34 miles
- **Route 3 – Poorest Performance**
  - 27.67 miles
  - **Lowest** number of passengers / revenue hour
  - **Highest** operating expenses / revenue mile
  - **Highest** operating expenses / passenger trip
  - Most often **delayed** (11 delays in FY24)





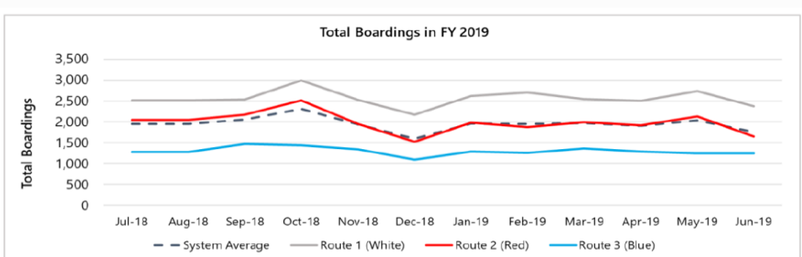




Existing Conditions - Ridership

- **Route 3** ridership is consistently about **half of Route 1** ridership and has lowest number of boardings
- There were **1,856 paratransit pickups** in Hendersonville in FY23, **64%** of all paratransit pickups
- Ridership has not fully recovered since the drop from Covid-19

	April '24	FY24	FY23	FY22	Average Ridership
R1	2806	28,446	30,286	23,264	**28,446**
R2	1986	20,663	22,930	14,536	**20,663**
R3	970	13,157	16,972	11,707	**13,157**



03

City of Hendersonville Recommendations

Recommendations

Short-term (Phase I): ***Saturday Service Added***

- **Route 1 & 2** to include hourly **Saturday service**
- **Route 2** to serve fewer stops in downtown, direct service to Blue Ridge Mall
- **Route 3** change from **hourly** service to **90-minute loop** on weekdays
- **New route** added, **Route 4** to serve Downtown with 20-minute loop service weekdays & **Saturdays**

Mid-term (Phase 2): ***Sunday Service Added***

- **Route 1** to run every **half hour**, weekdays & Saturdays, and **hourly on Sundays**
- **Route 2** to include hourly service on **Sundays**
- **Route 4** to run every 20 minutes on **Sundays**
- **Route 3** change to **express** route to **AVL Regional Airport / ART Bus Transfer**
  - Two, one-hour loops during both AM & PM peak periods on weekdays

Recommendations Cont'd

Mid-term (Phase 3): ***Longer Operational Hours***

- **Route 1** to extend operation to **7:30 PM** weekdays & weekends with **half hour** service daily
- **Route 2 & 4** to extend operation to **7:30 PM** weekdays & weekends

Long-term (Phase 4): ***Improved Frequency***

- **Route 2** to run every **half hour** on weekdays, hourly on weekends
- **Route 4** to run every **10 minutes** weekdays & weekends

If **all recommendations** are implemented, **7 buses** will be needed during **peak service** periods

Recommendations Table

Modification	Phase 1		Phase 2		Phase 3		Phase 4*	
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Weekday								
Route 1 every half hour	■	■						
Realignment of Route 2 to Blue Ridge Mall	■	■						
Route 4 downtown circulator shuttle implementation	■	■						
Conversion of Route 3 to commuter express route to Asheville Regional Airport	■	■						
Route 1 extension to 7:30 PM					■	■		
Route 2 extension to 7:30 PM					■	■		
Route 4 extension to 7:30 PM					■	■		
Route 2 every half hour							■	■
Route 4 every 10 minutes							■	■
Saturday								
Route 1 hourly service to 6:30 PM	■	■						
Route 2 hourly service to 6:30 PM	■	■						
Route 1 every half hour			■	■				
Route 1 extension to 7:30 PM					■	■		
Route 2 extension to 7:30 PM					■	■		
Route 4 extension to 7:30 PM					■	■		
Route 4 every 10 minutes							■	■
Sunday								
Route 1 hourly service to 6:30 PM			■	■				
Route 2 hourly service to 6:30 PM			■	■				
Route 4 service every twenty minutes to 6:30 PM			■	■				
Route 1 extension to 7:30 PM					■	■		
Route 1 every half hour					■	■		
Route 2 extension to 7:30 PM					■	■		
Route 4 extension to 7:30 PM					■	■		
Route 4 every 10 minutes							■	■

Phase 1:

- Route 4 added
- Saturday Service (1, 2, & 4)
- Route 3 shift to 90-minute loop

Phase 2:

- Sunday Service (1, 2, & 4)
- Route 3 becomes Airport Express

Phase 3:

- Extend service hours and frequency (1, 2, & 4)

Phase 4:

- Increase frequency (1, 2, & 4)

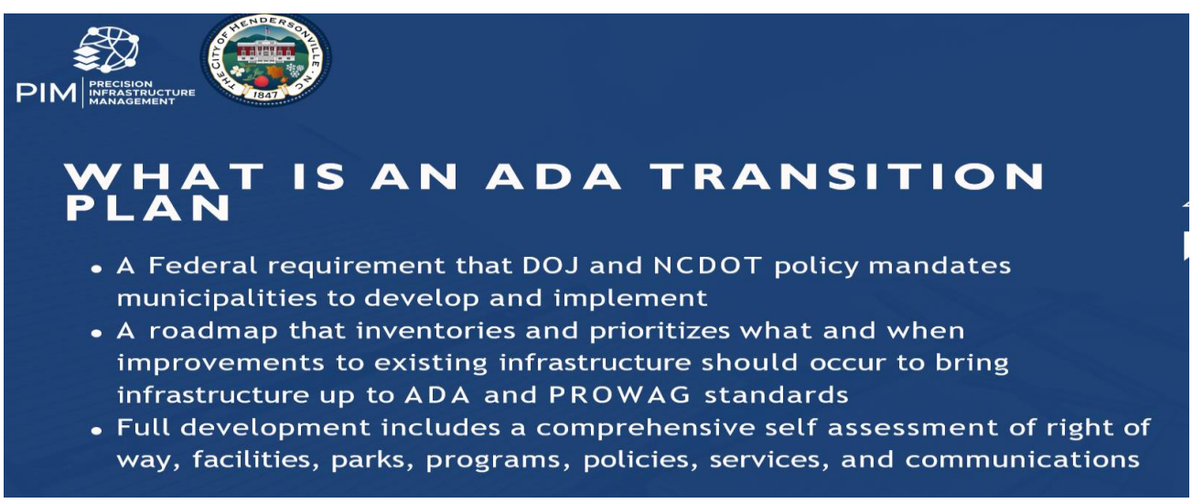


B. ADA Transition Plan Presentation – *Tom Wooten, Director of Public Works*

Public Works Director Tom Wooten introduced Casey Penland from Precision Infrastructure Management (PMI) who gave the following PowerPoint presentation regarding the City's ADA Transition Plan to upgrade our current infrastructure to be ADA compliant.



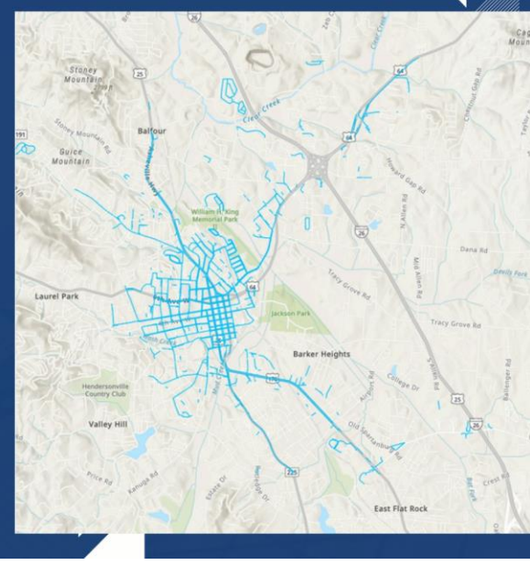




PIM PRECISION INFRASTRUCTURE MANAGEMENT

INTRODUCTION

- 15,137 total population
- 6.12% population increase/year in 2021
- 72.02 Miles of Sidewalk



PIM PRECISION INFRASTRUCTURE MANAGEMENT

PLAN GOALS

- City Wide Engagement Process
- Condition Assessment of Sidewalks and Curb Ramps
- Identify ADA Barriers
- Develop Sidewalk Asset Management Plan
- Risk Based and Data Driven
- Set Annual Budget for Accessibility Improvements





PIM PRECISION INFRASTRUCTURE MANAGEMENT

COMMUNITY ENGAGEMENT SUMMARY

Key takeaways from the engagement survey include:

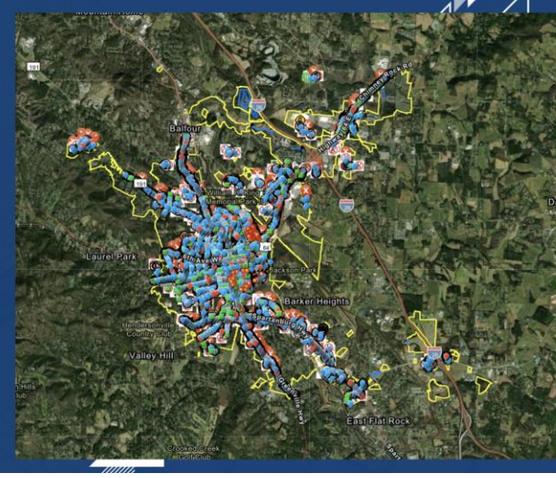
- 37% use walking/wheeling for transportation
- 38% sidewalk highest priority improvements
- 48% regularly participate in programs & services offered by the City



PIM PRECISION INFRASTRUCTURE MANAGEMENT

ROW SIDEWALK CONDITION ASSESSMENT

- 72.02 Miles of Sidewalks
- 12,309 ADA Barriers
- 10 ADA Deficiency Categories
- Curb Ramps PROWAG
- Risk Based Modeling
- ArcGIS Integration



PIM PRECISION INFRASTRUCTURE MANAGEMENT

CURB RAMPS

- 1,678 assessed
- 98% of curb ramps were non compliant



Priority 1

Priority 1 includes curb ramps with any of the following barriers that are also within 1/16th mile of either a residential disability ramp, public facility, or park.

- No curb ramp
- Replacement required
- Inaccessible
- No compliant landing
- Width < 4 ft..
- Running slope > 12%
- Cross slope > 2.8%

Priority 2

Priority 2 includes curb ramps with any of the following barriers.

- No curb ramp
- Replacement required
- Inaccessible
- No compliant landing
- Width < 4 ft.
- Running slope > 12%
- Cross slope > 2.8%

Priority 3

Priority 3 includes curb ramps any of the following barriers.

- Running slope between 8.3-12%
- Cross Slope between 2.1-2.8%

Priority 4

Priority 4 includes curb ramps that contain any of the following barriers.

- Non-compliant detectable warning
- No flush transition
- Flare slope > 10%
- Counter slope > 5%
- Trip hazards on curb ramp

PIM PRECISION INFRASTRUCTURE MANAGEMENT

WATER PONDING ON ACCESSIBLE ROUTES

- Lead to ADA Barriers
- 2 to 4 instances per mile of sidewalk

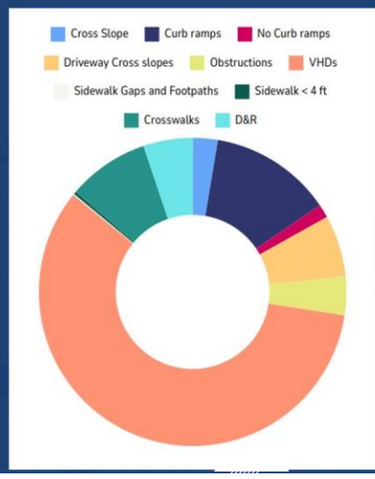




SIDEWALK CONDITIONS

Not PROWAG Compliant
- Sidewalk Conditions: 11.1k
- 58.4% of total ADA barriers are trip hazards





Cross Slope > 50 ft.	344
Crosswalks	1,116
Driveway Cross Slopes	846
Obstructions	524
Vertical Height Displacements	7,582
Demolition & Replacement	675
Sidewalk < 4 ft.	37

NON SIDEWALK CONDITIONS

- Non Sidewalk Conditions: 1,150





Hendersonville Crosswalk **1,116**

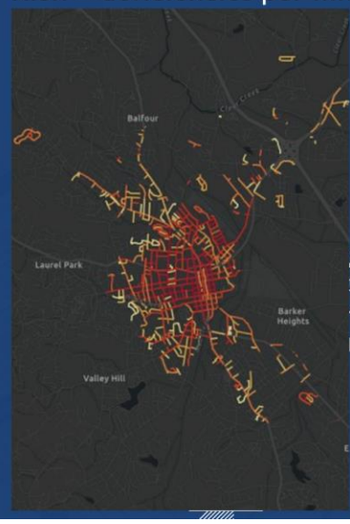
Hendersonville Sidewalk Gaps LT 100ft or Footpaths **17**

Hendersonville Residential Ramps **17**

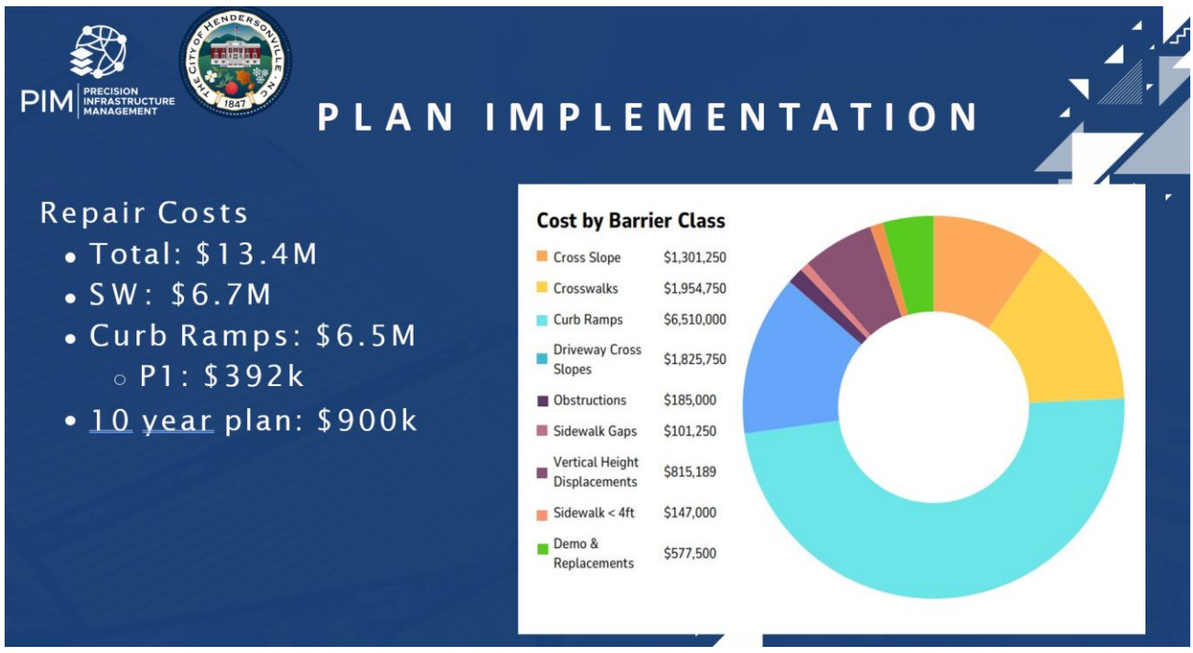
RISK BASED APPROACH

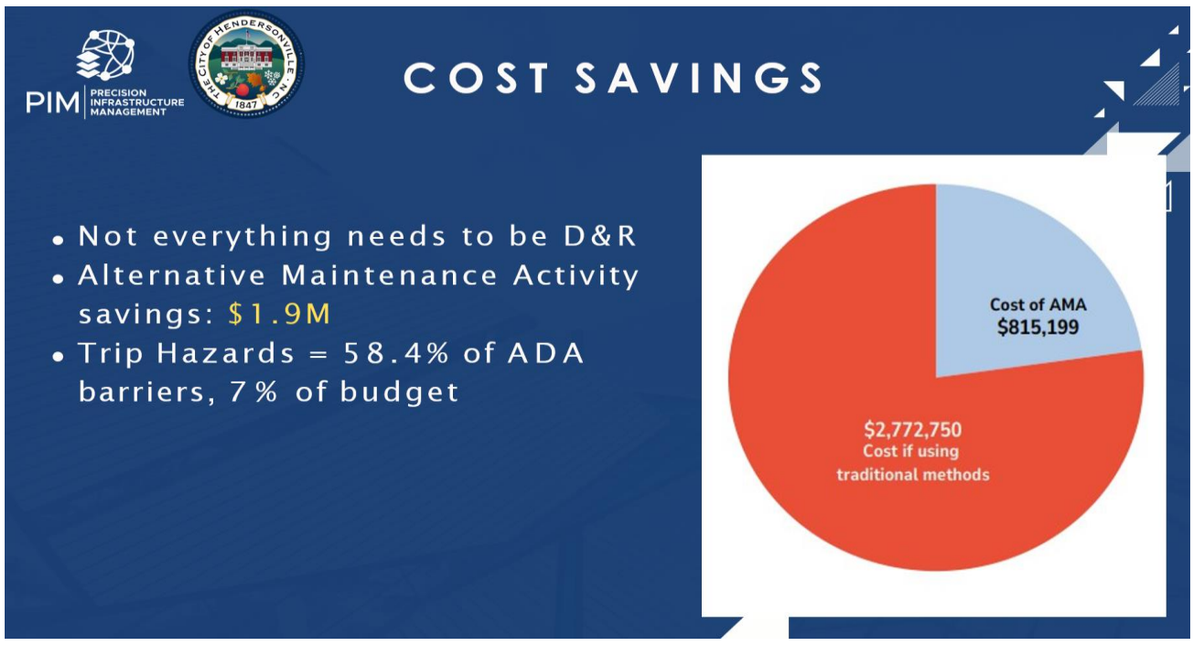
Risk = deficiencies per mile

New Plan
- Proactive
- Risk Based by Street & Census Block Groups
- Prioritization Plan



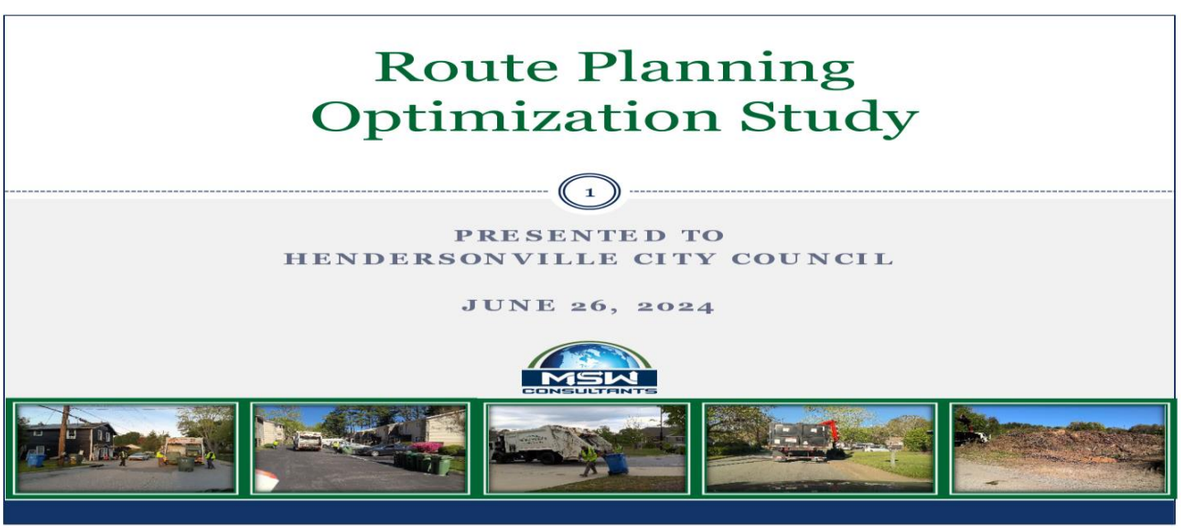






C. Environmental Services Route Study Presentation – *Tom Wooten, Director of Public Works*

Public Works Director Tom Wooten introduced John Culberston and Cynthia Mormile of MSW Consultants, who presented the results of the route study with the following PowerPoint presentation.



Introduction

2

- Independent Consultants Specializing in the **Municipal Waste Management Sector**
- Wide Knowledge of **National Waste Management Best Practices**
- Industry-Leading **Solid Waste Operational Evaluation & Performance Modeling**
- Specialization in **Solid Waste Utility Cost-of-Service & Rate Analysis**

MSW CONSULTANTS

Project Overview

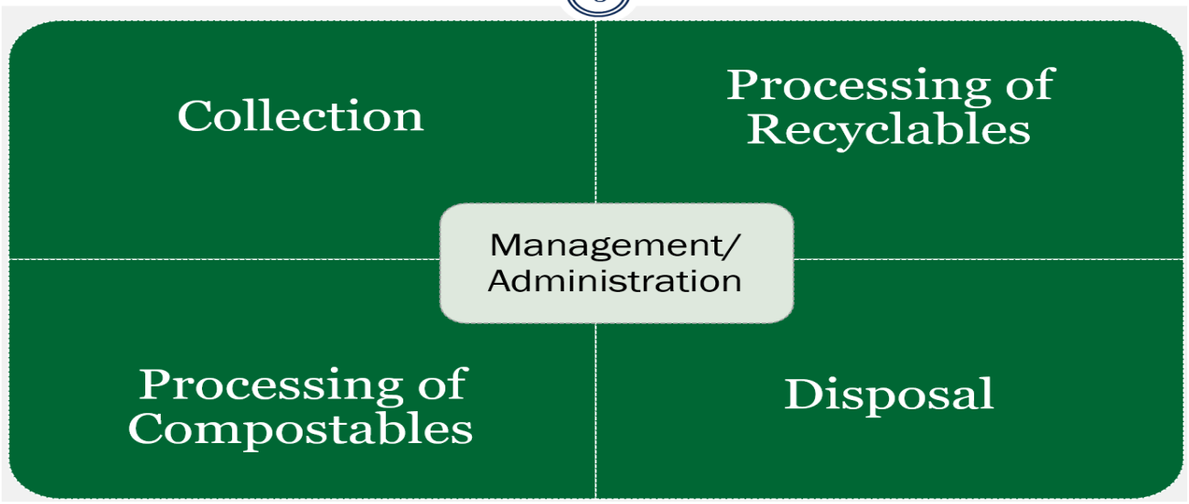
3

- Compile & Review Existing System Information
  - Data request & review
  - Kick-off meeting
- Residential Program Review
  - Field observations - baseline modeling
  - Interviews and focus group
  - Asset Review
  - Benchmarking of 10 other community programs
  - Working Meetings with City Staff
  - Alternative Analysis
- Recommendations

"Materials Management 101"

Vertically Integrated Solid Waste Management

5



Collection Technologies

6

Hendersonville Methods



Semi-Automated Garbage



Knuckleboom YW/Brush



Semi-Automated Recycling

Other Methods



Manual



Automated



Dual Stream Manual

Facilities Managing Hendersonville Materials

7





Henderson County Transfer Station: Garbage & Recycling



City Compost Facility: Brush







Henderson County Convenience Center: Food Scraps, Recyclables, HHW

Accounts Served

8

- Garbage – ~6,000
  - Single family Residential
  - Multi-family 5-units or less
  - Commercial locations using carts
- Recycling (Opt-in) - ~5,600
  - Single family Residential
  - Multi-family 5-units or less
  - Commercial locations using carts

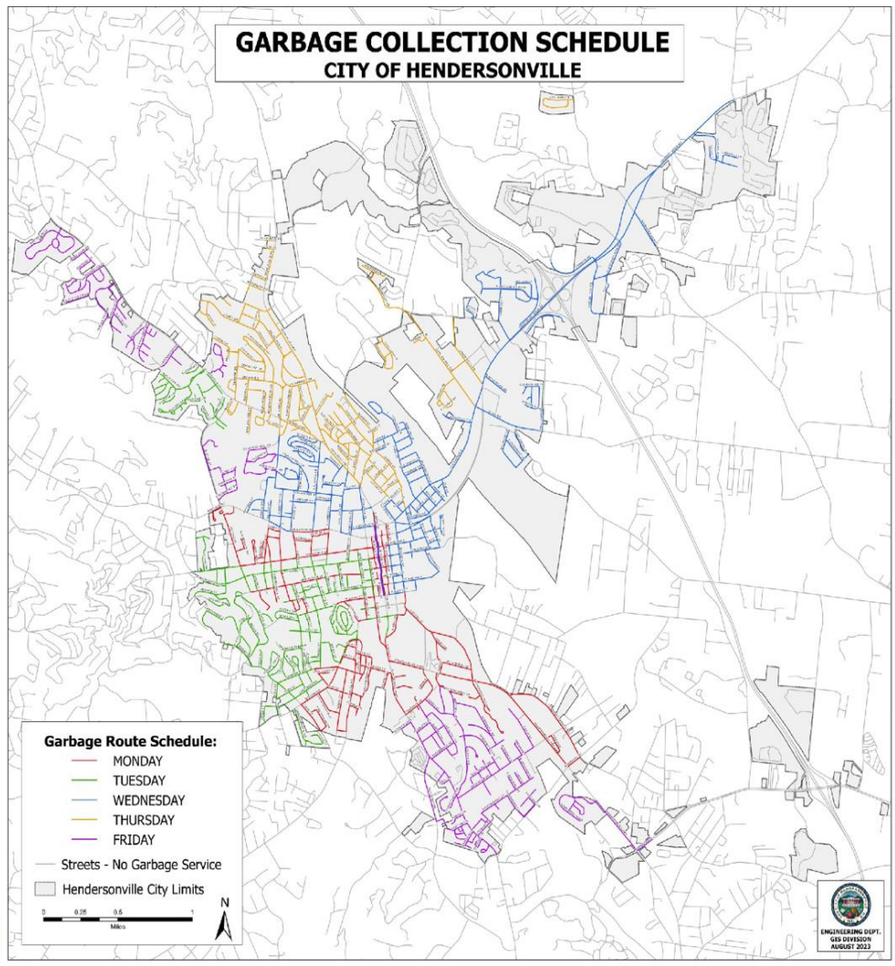
Current Routes

9

Type of Service	Positions per Truck	Mon	Tue	Wed	Thu	Fri	Total
Garbage	3	2	2	2	2	2	10.0
Recycling	2	2	2	2	2	2	10.0
Bulky*	2	0.1	0.1	0.1	0.1	0.1	0.5
Yard Waste/Brush**	1	0.5	0.5	0.5	0.5	0.5	2.5
	8	4.6	4.6	4.6	4.6	4.6	23

** called in, ~200/yr*
*** garbage operators piloting a yard waste setout notification system*

Current Collection Map



Route Observations

Curbside Refuse Route Observations

12



Residential



Commercial



Multi-Family



“Walk-out”

Curbside Recycling Route

13











Yard Waste/Brush

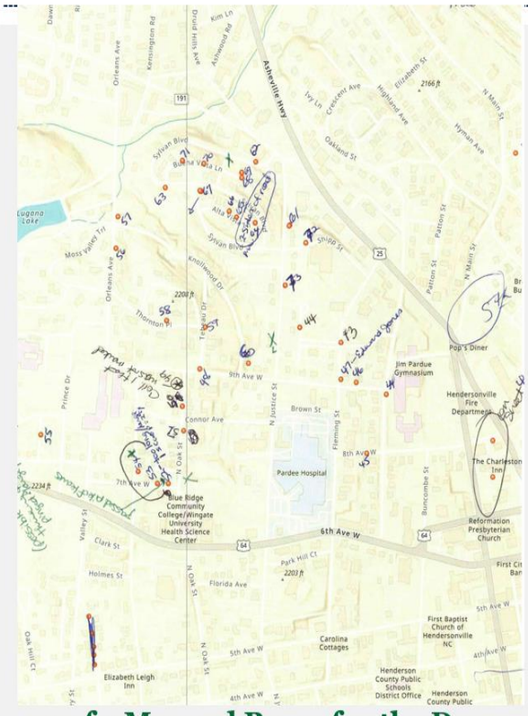
14



1 of 3 "Large" Piles Out of 76 Setouts



"Tiny" & "Small" Setouts Most Common



1 of 5 Mapped Pages for the Day – Locations Noted by Garbage Routes on the Previous Day

Route Metrics – Garbage & Recycling

15

Material	Crew Size	Total # Passbys	Setout Rate	Lbs. per Stop	Total Hrs.
Garbage	3	642	82%	26.7	7.1
Recycling	2	457	73%	11.3	7.1

Route Metrics – Garbage & Recycling cont.

16

Containers/ Carts	18-Gal Bin	32-Gallon	64-96-Gallon
Garbage		48%	52%
Recycling	9%	8%	83%

Balance/Size of Garbage vs. Recycling containers indicates high level of recycling

Route Metrics – Yard Waste/Brush

17

Percent of YW/Brush Stops			
Very Small	Small	Med	Lg
38.2%	32.9%	25.0%	3.9%

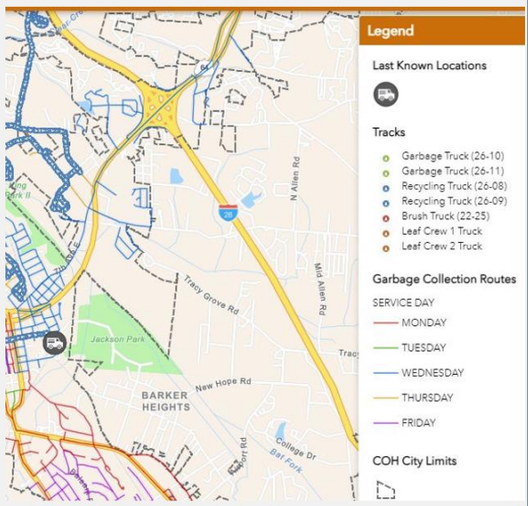




Technology

18

- ArcGIS in use for daily operations
  - On route
    - Yard Waste/Brush setouts
    - Carts not out
    - Carts needing repair
    - Problems with stop
  - Website: Track a Truck



- On-truck camera system planned
- No current routing software

Baseline System Model

19

Material Stream	HH/Route/Day	Annual Tons	Pounds per Customer/Wk.
Garbage	593	3,455	22
Recycling	558	924	6

Daily Yard Waste/Brush route is covering setouts observed by two Garbage routes with hours to spare. Crew leader or supervisor assists in 2nd vehicle on heaviest days. YW/Brush loads are not scaled, so weights are estimated by truck volume.

Our baseline model shows existing routes have room, which aligns with the observations on the heaviest route days.

Alternative Analysis

Alternatives Analyzed

21

	Garbage	Recycling	Yard Waste/Brush
Technology	Semi-Automated vs. Automated	Semi-Automated vs. Automated	Knuckleboom
Collection Frequency	Weekly vs. Every Other Week	Weekly vs. Every Other Week	Weekly vs. Every Other Week
Workweek	5 Days vs. 4 Days	5 Days vs. 4 Days	5 Days vs. 4 Days

Service Metrics by Material and/or Method

22

Service	Households
Garbage	5,926
Recycling (opt-in)	5,577
Brush	5,502

	Crew Size		
Technology	Garbage	Recycling	YW/Brush
Semi-auto	3	2	
Automated	1	1	
Knuckleboom			1

	Productivity (Seconds per stop)		
Technology	Garbage	Recycling	YW/Brush
Semi-automated	30	50	
Automated	30	30	
Knuckleboom			170

"Hybrid" Alternatives refer to Automated Garbage, Semi-Automated Recycling, and Knuckleboom Brush

Cost Factors

23

- Cost Factors
  - Crew Size
  - Labor Rates
    - Salary
    - Benefits
  - Equipment
    - Capital Expenditure
    - Useful Life
    - Annual Operation & Maintenance
    - Annual Fuel

Recycling & Brush Every Other Week Method Comparison

24

- Method 1 =
  - Recycling for half the city each week
  - Brush for half the city each week
  - Saves one recycling route weekly
- Method 2 =
  - Recycling citywide Week A
  - Brush citywide Week B

	Staff Demand			
	Week A	Week B	Week A	Week B
Current	13	13	13	13
EOW Brush & Recycling-Method 1	11	11	11	11
Difference from Current	*-2*	*-2*	*-2*	*-2*
EOW Brush & Recycling-Method 2	12	9	12	9
Difference from Current	*-1*	*-4*	*-1*	*-4*

Results of Alternative Analysis

25

Scenario	Service Level	Days/Hours	Technology	Annual Cost Estimated Difference from Baseline	Percentage Difference
Baseline	Wkly Garbage, Recycling, & Brush	Five 8's	Semi-auto	$0	0.0%
Alt. A	Wkly Garbage, Recycling, & Brush	Four 10's	Semi-auto	$133,015	12.4%
Alt. B	Wkly Garbage, Recycling, & Brush	Four 10's	Full-auto	($150,296)	(14.0%)
Alt. C	Wkly Garbage, Recycling, & Brush	Four 10's	Hybrid	($57,815)	(5.4%)
Alt. D	Wkly Garbage, Recycling, & Brush	Five 8's	Full-auto	($248,646)	(23.2%)
Alt. E	Wkly Garbage, Recycling, & Brush	Five 8's	Hybrid	($190,830)	(17.8%)
Alt. F	Wkly Garbage, EOW Recycling & Brush*	Five 8's	Semi-auto	($204,248)	(19.0%)
Alt. G	Wkly Garbage, EOW Recycling & Brush*	Four 10's	Full-auto	($423,987)	(39.5%)
Alt. H	Wkly Garbage, EOW Recycling & Brush*	Four 10's	Hybrid	($328,571)	(30.6%)
Alt. I	Wkly Garbage, EOW Recycling & Brush*	Five 8's	Full-auto	($423,987)	(39.5%)
Alt. J	Wkly Garbage, EOW Recycling & Brush*	Five 8's	Hybrid	($395,079)	(36.8%)

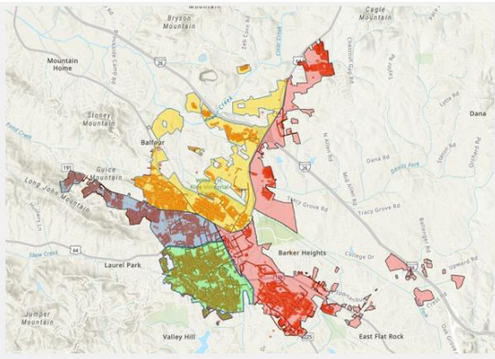
Alternatives including EOW Garbage were also evaluated but are not recommended for further consideration.

**Assumes Method 1 of EOW Recycling & Brush (1/2 city each week)*

4-Day Routes using County GIS addresses/units

26





City Quadrant	Color	Unit Count
Upper West	Blue	1,350
Upper East	Gold	1,484
Lower West	Green	1,781
Lower East	Red	1,596
		6,211

Benchmark Findings

Cities Researched

28

City	2022 Population Estimate
Newton, NC	13,337
Hendersonville, NC	15,321
Davidson, NC	15,771
Morganton, NC	17,602
Clemson, SC	17,843
Mount Holly, NC	18,170
Boone, NC	19,756
Shelby, NC	21,855
Mauldin, SC	26,918
Spartanburg, SC	38,584
Asheville, NC	93,776

Benchmark Findings

29

- Publicly provided service in 8 out of 10
  - Boone (NC) and Davidson (NC) have contracted haulers
- Carted setouts are standard except in Morganton
- Only 2 offer weekly recycling, 3 have EOW, 1 has 2x/mo., 4 do not offer curbside recycling
- Rates range from fully General Funded to $20.90/mo. (for lower level of services than Hendersonville)

Observations & Recommendations

Observations - Current System

31

- Staff shortage occurs daily
  - Safety concern using fill-ins from other divisions
  - Restricts usage of accrued leave by dedicated staff
  - Lowers team morale and engagement
- Two-sided street collection with semi-automated collection results in increased efficiency but also safety hazard due to aggressive drivers passing
- Equipment is in good condition, with regular replacement schedule being followed (Best Management Practice)

Observations - Current System cont.

32

- Carts are a significant investment for most programs transitioning to automation. The City benefits by already having them in place.
- Semi-automatic reduces workers compensation risk compared to manual collection; Automated collection is lowest risk
- Primary takeaways from crew focus group meeting
  - Current (early) work schedule is a "perk"
  - Salary compression is happening when new hires are brought on

Observations - Future Considerations

33

- To maintain current service level, spend more to keep more staff on board
- To minimize cost increases, reduce service frequency
  - Collecting Recycling & YW/Brush every other week is common in the industry and results in annual operational savings
    - Reduces one daily route if using Method 1 (serving half the city every week)
    - Maintain current staffing level to eliminate shortages
    - Every other week Garbage collection would save money but is rare due to the nature (putrescible waste)
- Current collection method extended to 10-hour days is not recommended for semi-automated systems
- 10-hour days make sense with automated garbage and recycling
  - Automating recycling requires citizens to put all materials in cart

Observations - Future Considerations cont.

34

- Converting to Automated collection:
  - Requires higher skilled operators (potentially higher wage)
  - Reduction in crew size eliminates current staff shortages assuming staff are skilled operators or can be trained to be. Allows for regular "floaters/fill-ins."
  - Increases road miles/fuel/ghg emissions slightly to cover streets that are now covered 2-sided. Estimated 40% for Hendersonville.

Consultant Recommendations

35

- Transition Recycling and YW/Brush collection to Every Other Week
- Convert Garbage collection vehicles over to Automated as vehicle replacements come up
- Consider setting a minimum volume for YW/Brush setout, example:
  - accumulate a minimum 20-gallon container equivalent, or
  - require citizen to bundle or place in kraft bags*

**staff suggestion, consultant agrees*

Consultant Recommendations cont.

37

- Investigate and implement routing software when budgets allow. This option assists current and fill-in drivers in ensuring collection to all accounts on route in the most efficient manner.

Thank you

38

John Culbertson, Principal
jculbertson@mswconsultants.com

Cynthia Mormile, Sr. Project Manager
cmormile@mswconsultants.com

City Manager Connet added that looking at our routes will be the low hanging fruit as well as improving our GIS technology so we'll be coming back to council with this at some point.

5. NEW BUSINESS

A. Presentation by UNC School of Government Development Finance Initiative – *Angie Beeker, City Attorney and DFI Staff*

City Attorney Angela Beeker introduced Marcia Machado Perritt Director of the Development Finance Initiative at the UNC School of Government who spoke via Zoom and has put together a proposal for City Council in conjunction with our Strategic Housing Plan and presented the following PowerPoint presentation.

City of Hendersonville

DFI Introduction and Scope of Services Overview

DEVELOPMENT FINANCE INITIATIVE

UNC School of Government

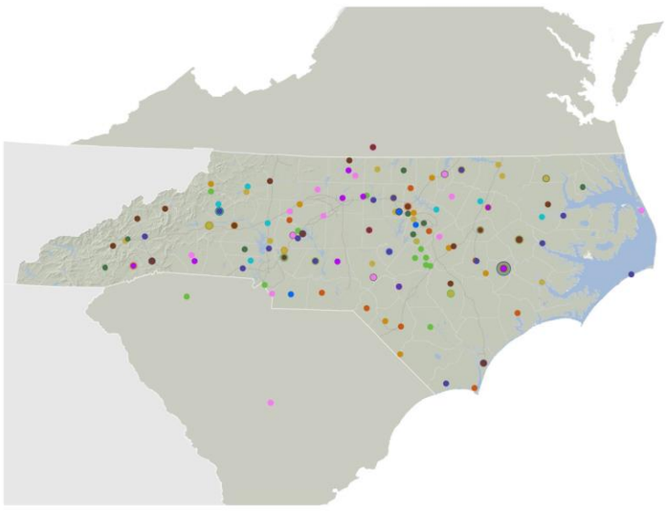


UNC Chapel Hill's School of Government is the largest university-based local government training, advisory, and research organization in the United States, and serves more than 12,000 public officials each year.

DEVELOPMENT FINANCE INITIATIVE

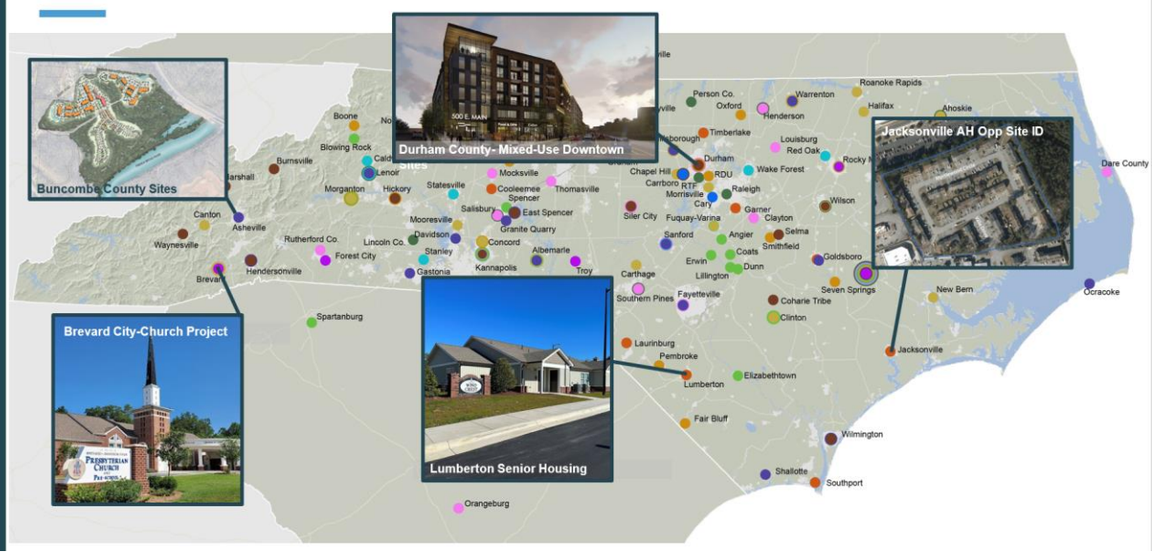
Development Finance Initiative (DFI)

DFI is a program of UNC Chapel Hill's School of Government that advises communities in NC to attract private investment for transformative projects by providing specialized real estate development and finance expertise.



DEVELOPMENT FINANCE INITIATIVE

DFI Projects



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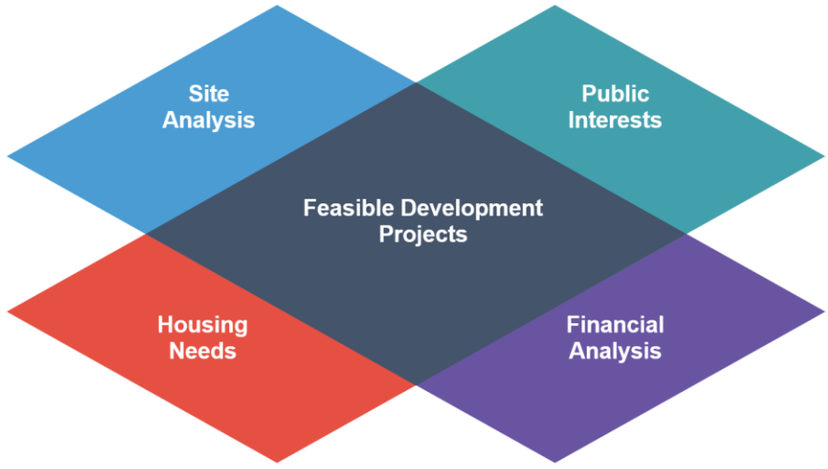
DEVELOPMENT FINANCE INITIATIVE

Pre-Development Feasibility Assessment



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DEVELOPMENT FINANCE INITIATIVE

Scope Review: Scan & Stakeholder Conversations

- **Community Scan and Stakeholder Engagement**
  - Review current and historic plans, notes from public input sessions and other materials relevant to the redevelopment of the hospital campus
  - Evaluate demographic and economic projections
  - Engage with City staff, steering committee, and elected officials
  - Meet 1-on-1 or small groups with other key stakeholders (advocates, interest groups, developers, property owners, etc.)
  - Establish affordable housing priorities

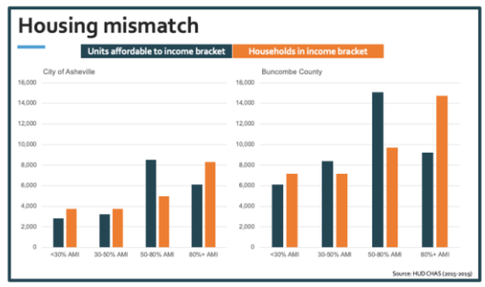


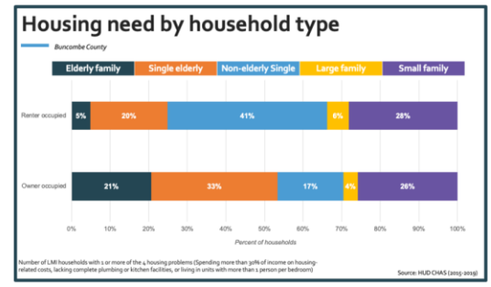


DEVELOPMENT FINANCE INITIATIVE

Scope Review: Housing Needs Assessment

- Community Scan and Stakeholder Engagement
- **Housing Needs Assessment**
  - Identify the scale of demand for specific housing types at various income levels.

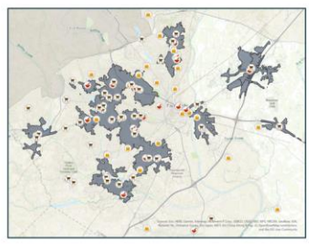


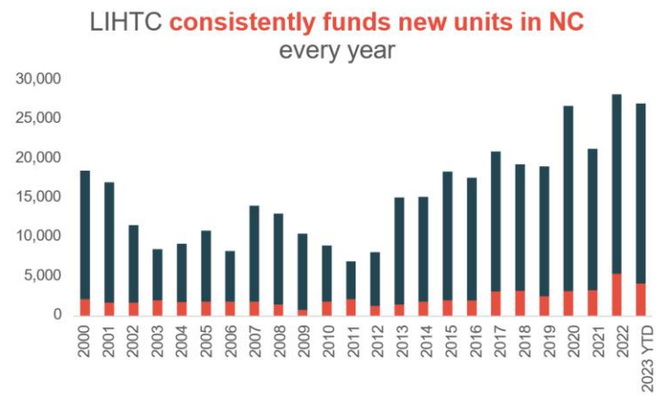


DEVELOPMENT FINANCE INITIATIVE

Scope Review: Identify Suitable Sites

- Community Scan and Stakeholder Engagement
- Housing Needs Assessment
- **Identify Suitable Sites**
  - Criteria: Size, LIHTC-competitive, public and "friendly" ownership, zoning/surroundings





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DEVELOPMENT FINANCE INITIATIVE

Scope Review: High-Level Site Analysis

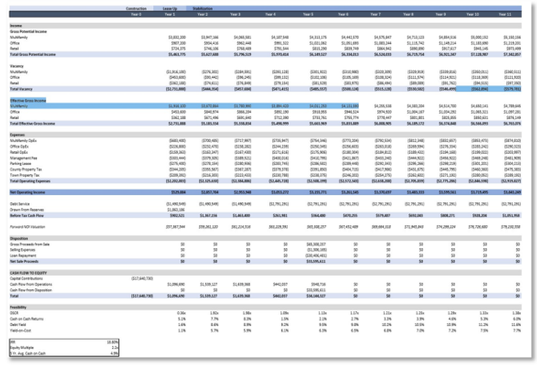
- Community Scan and Stakeholder Engagement
- Housing Needs Assessment
- Identify Suitable Sites
- **High-Level Site Analysis**



DEVELOPMENT FINANCE INITIATIVE

Scope Review: High-Level Financial Analysis

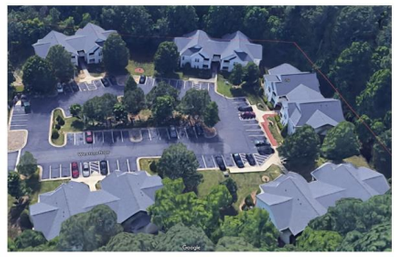
- Community Scan and Stakeholder Engagement
- Housing Needs Assessment
- Identify Suitable Sites
- High-Level Site Analysis
- **High-Level Financial Analysis**

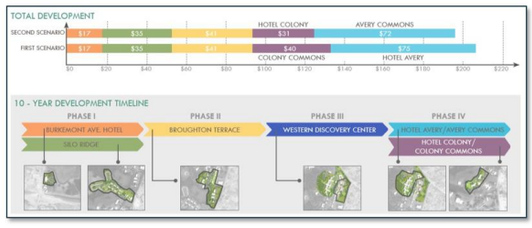


DEVELOPMENT FINANCE INITIATIVE

Scope Review: Prioritize & Make Recommendations

- Community Scan and Stakeholder Engagement
- Housing Needs Assessment
- Identify Suitable Sites
- High-Level Site Analysis
- High-Level Financial Analysis
- **Final Recommendations**
  - Prioritize 2 Sites
  - Advise on strategy & next steps





DEVELOPMENT FINANCE INITIATIVE

DFI Affordable Housing Opportunity Site Identification Services

- **Community Scan and Stakeholder Engagement**
- **Housing Needs Assessment**
- **Identify Suitable Sites**
- **High-Level Site Analysis**
- **High-Level Financial Analysis**
- **Final Recommendations**



City Manager Connet added that this presentation was made to our Strategic Housing Committee and they unanimously recommended that we move forward with DFI's scope of work and contract and we have worked very well with DFI in the past and although City Council doesn't normally vote at this meeting, he asked that they vote on this item so we can get in line and get on DFI's schedule as it first come first served. Also, the scope of work is funded through the grant we have with Dogwood Trust.

Council Member Jennifer Hensley moved that the City Council authorize the City Manager and City Attorney to enter into a contract with the UNC School of Government Development Finance Initiative. A unanimous vote of the Council followed. Motion carried.

B. Resolution Appointing Crystal Cauley as an Honorary Member of the Diversity and Inclusion Committee – *Melinda Lowrance City Council Member*

Mayor Barbara Volk read the resolution aloud.

Resolution R-24-54

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL
IN APPRECIATION OF AND NAMING CRYSTAL CAULEY AS AN
HONORARY MEMBER OF THE DIVERSITY & INCLUSION ADVISORY COMMITTEE**

WHEREAS, the City of Hendersonville recognizes the life and legacy of community leader and advocate Crystal Cauley who unexpectedly passed away on June 16, 2024, at the age of 44; and

WHEREAS, Crystal was an activist and member of the City's Hendersonville Historic Preservation Commission. She collaborated with City Council and City departments to improve public parks and spaces and inspire the celebration of important milestones and contributions of the Black community; and

WHEREAS, a Henderson County native and graduate of Hendersonville High School, Crystal was the Founder and Director of the Black History Collective of Henderson County and the Founder of the Black Business Network of WNC. She was a leader in the Green Meadows Community and a dedicated advocate and volunteer for the 7th Avenue/Brooklyn Community Garden. She spearheaded the creation of the Brooklyn Creek Bird Sanctuary, connecting park visitors with nature, and served on The People's Museum Advisory Team and the boards of Safelight and the Arts Council of Henderson County. She received a Certificate of Commendation from the City of Hendersonville, along with Diamond Cash, for organizing the City's first Black Art & Craft Exhibition; and

WHEREAS, over the years, Crystal organized art and cultural exhibits, workshops and community events in the area. She was an Athena Award nominee and winner of the Wilma Dykeman Writers of Color Award, among other recognitions. She requested mayoral proclamations for the recognition of Black History Month, Kwanzaa, Martin Luther King Jr. Day of Service, and Juneteenth to spread awareness and recognition of culturally significant events; and

WHEREAS, we, the Hendersonville City Council, express our gratitude to Crystal Cauley for creating spaces for the underrepresented to be heard and for her collaboration with the City and other local organizations to improve the quality of life for Hendersonville and Henderson County residents; and

WHEREAS, Hendersonville's Diversity & Inclusion Advisory Committee prioritizes equity and inclusion, creating a culture of belonging, and focusing on making the City a welcoming and accepting place for all people;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that in recognition of her tireless efforts promoting change and equality, Crystal Cauley is posthumously appointed as an honorary member of the Hendersonville Diversity & Inclusion Advisory Committee.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 26th day of June, 2024.

/s/Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Council Member Melinda Lowrance moved that the City Council adopt the resolution posthumously appointing Crystal Cauley as an honorary member of the Diversity and Inclusion Committee. A unanimous vote of the Council followed. Motion carried.

6. ADJOURN

There being no further business, the meeting was adjourned at 6:12 p.m. upon unanimous assent of the Council. 6:12 p.m.

_____
Barbara Volk, Mayor

ATTEST:

_____
Jill Murray, City Clerk

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Harrell **MEETING DATE:** July 10,2024

AGENDA SECTION: CONSENT **DEPARTMENT:** Human Resources

TITLE OF ITEM: Rescind Performance Pay Program and the Performance Review & Employee Development Program – *Jennifer Harrell, HR Director*

SUGGESTED MOTION(S):

I move City Council rescind the City's current Performance Pay Program effective July 1,2024.

SUMMARY:

The City is in the process of updating the Performance Pay Program. The new program should be completed by January 2025 and staff will be testing the program in FY25. The new program will be effective for FY26 and a new Performance Pay and Employee Review Procedure will be written and in effect. Staff recommends rescinding the current Performance Pay Program and the Performance Review & Employee Development Program including any preceding versions of this program effective July 1,2024.

BUDGET IMPACT: $0.00

Is this expenditure approved in the current fiscal year budget?

If no, describe how it will be funded.

ATTACHMENTS: Current Performance Pay Program and the Performance Review & Employee Development Program.

Rescinded July 1,2024

Performance Pay Program
City of Hendersonville
2023-2024

I. Purposes

The purposes of the Performance Pay Program are:

1. To provide a systematic program to reward employees based on job performance, accomplishments, and contributions to the organization;

2. To provide recognition and demonstrate appreciation for job performance; and

3. To provide incentive for improved performance and productivity and to maintain a high level of employee performance and morale.

II. Definitions

The pay table will be designed with the following rates for each grade:

Minimum- the entry level rate for the pay grade. Employees meeting the requirements on their respective class specification should be hired at the Hiring Rate. Employees who significantly exceed the education and experience requirements on their respective class specification may be considered for hiring above the hiring rate.

Midpoint - a rate that is half way between the Minimum Rate and the Maximum Rate

Maximum - a rate that is 52% greater than the Minimum Rate.

III. Responsibilities

1. City Manager. The City Manager will recommend to the Council sufficient funding to insure an effective Performance Pay program. The City Manager will make decisions regarding when to award Performance Pay to department heads. The City Manager will monitor the Performance Pay program in the organization for consistency, fairness, and accurate and complete information. The City Manager may overturn the decision of department managers to award performance pay increases where inconsistencies, failure to follow established policies and procedures, funding availability, or other circumstances dictate.

2. Department Heads. Department heads will make performance pay decisions in the department, subject to the review and approval of the City Manager based on completing and/or reviewing the Performance Review and Development forms completed by immediate supervisors and upon any other information that is needed. Department Heads will make performance pay decisions regarding increases for their direct subordinates. They will communicate their recommendations to employees, explaining that the recommendation is subject to the review and approval of the City Manager. Department Heads are accountable to the City Manager for the pay decisions they make.

3. Human Resources Department. The Human Resources Department will manage and monitor the Performance Pay Program in the organization for consistency, fairness, adherence to policies, and accurate and complete information.

IV. Performance Pay Amounts

Performance pay amounts (including performance bonus) will be awarded based on the overall performance rating the employee receives for the full year on the final performance review form.

Performance pay amounts will affect both the market adjustment (cost of living) (the effect on market adjustment will be waived for 2023-2024 fiscal year) and performance (merit) increases. If the employee's performance review date is different than the hire date and if the employee receives a needs improvement or below, they will not be eligible for a market increase on their next hire date anniversary, (waived for 2023-2024 fiscal year). These amounts may vary from year to year depending on budget availability and market adjustment amount. Unless a different schedule is published by the City Manager by July 15 of any given year, the following schedule will apply:

	2023-2024 FY
Outstanding	3.50 %
Exceeds Expectations	2.25%
Achieves Expectations	1.00%
Needs Improvement	0
Fails to Achieve Expectations	0

An employee whose performance fails to meet expectations will have the performance review scheduled again in six weeks to three months. If the employee's performance is rated Achieves Expectations at that time, the employee will receive a market adjustment at that time only if failure to do so leaves the employee's salary below the hiring rate. (market adjustment waived for 2023-2024 fiscal year). If the employee's performance is rated Needs Improvement or Fails to Meet Expectations the disciplinary process will continue.

Performance pay program
Page 3

Note: Changes for fiscal year 2023-2024. Employees will receive a 3% market adjustment (cost of living adjustment) on July 1,2023. There will be no additional market adjustments throughout the fiscal year. All applicable merit and longevity increases will still occur. Merit pay percentages are below.

Achieves 1.0%
Exceeds 2.25%
Outstanding 3.50%
Needs Improvement or Fails to Meet Expectations 0%

V. Performance Pay Bonus. Employees who are at the top step of the salary range for their position classification are eligible to be considered for a Performance Pay Bonus. These bonuses shall be awarded based upon the performance of the employee as described in the Performance Review and Employee Development forms.

An employee's base salary may not move above the maximum of his or her assigned salary range. Therefore, if an employee's current salary is below the maximum of the salary range but awarding the full performance pay amount places an employee above the maximum, then 1) the employee will receive the amount in base pay that places him or her at the maximum of the range; and 2) the employee will receive the amount that would place him or her above the maximum in a lump sum amount.

VI. Procedure

1. Performance Pay Eligibility Dates. Employees will be considered for a performance pay increase on their anniversary date. Performance pay begins on the first day of the payroll period immediately following the review date.

2. Documentation. All Performance Review and Employee Development forms will be signed by the employee, supervisor and department head and forwarded to the Human Resources Department with any accompanying memoranda or other documentation for review and filing. The employee shall be given access to a copy of the forms and other documents to keep.

3. Appeals. Any employee who believes that his or her performance pay decision is unfair or inaccurate may make a formal appeal by following the grievance procedure in the Personnel Policy.

06/19/2023

Rescinded July 1,20__.

Performance Review and Employee Development Program
City of Hendersonville
Effective 7/1/23

I. Purpose

To establish and maintain a performance review and employee development program that contributes to the organization achieving its mission, core values and goals, increases accountability, and focuses on continuous employee development and recognition of the performance levels of all employees.

II. Objectives

1. **Communications:** To create and nurture an atmosphere for open and direct two-way communications between supervisors and employees concerning job performance and expectations, to ensure that performance is discussed on a regular, on-going basis between supervisors and employees so that there are no surprises in the annual performance review. To build a partnership based on mutual respect and increase trust in the relationship between employees and supervisors. To provide a format for supervisors, when they choose, to request and receive feedback from employees. To enable employees to establish clear, challenging and achievable goals in consultation with their supervisors. To ensure that employees know how their jobs and their goals fit into overall organizational and departmental mission, vision, and goals.

2. **Recognition:** To establish a program of on-going feedback whereby employees receive recognition and appreciation for their good performance, accomplishments and achievements and feel affirmed for the contributions they make to the organization.

3. **Employee Development:** To develop information which can be used jointly by supervisors and employees to determine appropriate training needs and resources including on-the-job training. To discuss and identify how employees can prepare for potential advancement opportunities where appropriate.

4. **Continuous Performance Improvement:** To regularly discuss the performance of all City employees based on job-related criteria; to provide performance coaching, encouragement, and exploration of optional approaches where needed; to identify during discussions both accomplishments and areas for performance employee development for each employee; to discuss specific plans to bring about continuous improvement for each employee and the organization as a whole that translates into increasing service excellence for our customers and citizens.

5. **Service Excellence:** To communicate, promote, and provide accountability for the City's Principles of Excellent Service.

6. **Motivation:** To hold performance review meetings that develop a sense of purpose in the job, and help employees increase their motivation to achieve important results for the City.

7. **Teamwork:** To reinforce and promote the City's culture of teamwork including mutual respect, humility, and service.

8. **Personnel Actions:** To provide background information and documentation for consideration in

conjunction with any personnel actions that may occur, including performance pay and promotions.

III. Instruments

1. Performance Review and Employee Development Program Instruments

Instruments have been developed for use with employees of the City based on the occupational groups as identified in the Addendum. The instruments contain performance standards that are behaviorally anchored for each of the five levels of performance identified in Section V of this policy.

2. Performance Standards. Performance standards refer to the behaviorally anchored language mentioned in number one above and are developed based on input by employees and supervisors. Performance standards are written using the following criteria:

a. Clearly job-related
b. Stated in terms of behavior that can be observed
c. Specific and descriptive of the behavior
d. Focused on results/outputs, not inputs, effort, etc.
e. Measurable when possible and feasible

3. Weights. Weights should be established in a conference jointly with the employee(s) and supervisor(s) at the beginning of the performance review period as part of communicating and understanding job expectations and requirements. All weights should add up to 100%. Weights should be established individually where jobs are unique and in a team approach where multiple employees have the same job duties. Weights should be reviewed annually by those who originally established them to determine if they are still accurate.

IV. Responsibilities

Each person or group identified below has a very important role to play in the Performance Review and Employee Development Program to ensure the overall program's success. Because this program has a significant interdependence component, the effectiveness of each person in performing each aspect of his/her role may substantially affect the overall effectiveness of the program for the City.

1. City Council: The City Council responsibilities include:
   - provide a clear mission and vision to guide the organization
   - supporting the program;
   - adopting policies to govern the program;
   - respecting the City Manager’s role as program administrator; and
   - providing resources (funding) to support the program.

2. City Manager. The City Manager's responsibilities include:
   - educating, promoting, and keeping the Council informed of program status;
   - keeping department heads informed of relevant Council activities;
   - helping establish and communicating organizational goals and objectives with all department heads regularly and working with departments and the Council on changing priorities;

- ensuring a policy is developed and maintained to guide the program;
- ensuring a mechanism to evaluate effectiveness of the Performance Review and Employee Development Program and monitoring the progress and success of the implementation and administration of the performance review program;
- monitoring the program for a)consistency from department to department, b)adherence to policies and procedures; c)training needs; d)consistency with other personnel actions; e)legality, and f)overall effectiveness;
- working with department heads to make any needed improvements and approving changes to the administrative procedures in the program;
- jointly developing management performance standards with department heads, communicating expectations and giving feedback to department heads on their individual performance throughout the year, coaching them in the effective use of the program , and conducting performance review conferences with department heads; and
- fairly and objectively conducting employee appeals of performance ratings.

3. Department Heads. The responsibilities of department heads include:
   - helping develop and communicate organizational and departmental goals and objectives to their employees;
   - educating, promoting, and involving employees in program Employee development, implementation, use, monitoring, and insuring that new employees are oriented to the program;
   - providing on-going feedback to their direct reports, including identifying specific ways employees can improve performance;
   - identifying employee development and advancement needs and interests and recommending appropriate training opportunities;
   - supporting the training activities of the program;
   - ensuring that Performance Review and Employee Development conferences are conducted and documented in a timely fashion;
   - insuring that interim performance reviews are completed when supervision changes occur;
   - keeping management informed on the effectiveness of the program and monitoring the performance ratings in their departments for logical documentation and consistency among divisions, sections, and different supervisors to ensure departmental fairness;
   - conducting Performance Review and Employee Development conferences with employees answering directly to the department head; and
   - conducting any employee appeals fairly and objectively and making decisions based on valid performance ratings.

   Department heads are accountable for the quality and effectiveness of the program in their departments.

4. Supervisors. The responsibilities of supervisors are:
   - communicating department goals and expectations regularly, as well as the benefits of the performance review program;
   - clarifying specific job expectations, communicating them to employees, and providing on-going performance feedback to their employees including identifying specific ways employees can improve their performance;
   - conducting thorough Performance Review and Employee Development conferences and documenting them in a timely fashion, including making performance rating recommendations;

- keeping department heads informed on the effectiveness of the program including the contents of the performance review forms and recommending changes necessary to maintain an accurate and fair program following the chain of command;
- following the policies and procedures established for the program and applying them fairly and consistently;
- identifying employee development and advancement needs and interests and recommending appropriate training opportunities;
- fairly and objectively considering all performance rating appeals; and
- training new employees in the performance review and Employee development program purpose, objectives, procedures and expectations of employees as well as reviewing forms and performance standards and relating them specifically to the job and setting weights as appropriate.

Supervisors are accountable for the Performance Review and Employee Development forms they complete and the recommendations regarding employee performance that they make.

5. Lead Workers. Lead workers are employees who make work assignments, monitor work quality and provide on-the-job training and coaching to co-workers. Lead workers may participate in performance review and Employee development conferences or provide input for them. Lead workers are responsible for:

- providing accurate, thorough input regarding the performance of employees on their team including accomplishments/strengths and areas for improvement;
- respecting and maintaining the confidentiality of all personnel matters in which they are involved;
- assisting supervisors with documentation of performance, both positive and “needs improvement” when assigned;
- participating in performance review and Employee development conferences fully and honestly when assigned; and
- assisting supervisors with communicating performance expectations and providing on-going feedback and coaching throughout the year.

6. Employees. Each employee is responsible for:
- working with his/her supervisor on a mutual understanding of work expectations;
- providing input and feedback into the Performance Review and Employee Development conference including identifying accomplishments and areas for improvement;
- following the policies and procedures established for the program;
- following the chain of command to express concerns and make appeals;
- providing candid open feedback to supervisors concerning their satisfaction with the performance review program; and
- making suggestions regarding any needed changes in the performance standards related to their jobs.

7. Human Resources Department. The Human Resources Department is responsible for:
- continuing to provide training and information on implementing the program to Manager, department heads, supervisors, and employees;
- working with department heads to make recommendations for any needed improvements to the program;
- keeping materials and resources up to date and communicating changes;
- facilitating/mediating performance review program appeals and processes;

- monitoring the program for a) City-wide consistency from department to department; b) adherence to policies and procedures; c) training needs; d) consistency with other personnel actions; e) legality; and f) overall effectiveness, progress, and success of implementation and administration;
- providing feedback where needed to departments regarding timeliness, thoroughness, legal issues, fairness, consistency, and program statistical data;
- processing personnel transactions and insuring appropriate documentation;
- providing internal consultation on the use of the program to employees, supervisors, and management; and
- being a resource on information regarding training programs for skills enhancement and continuous improvement as well as identifying trends that lead to training needs for the organization.

V. Performance Categories

The overall performance of all employees will be rated in one of the following five levels:

Important Note: The purpose of the Performance Review and Employee Development form is **not** to dictate a performance rating to the supervisor, but rather to help the supervisor 1) focus on job-related criteria; 2) review the whole period (three months, six months, or a year), not just most recent months; 3) give feedback on relevant aspects of the employee's performance; 4) help document performance, and 5) think through a logical decision on the overall performance rating. The performance standards are not necessarily the only indication of performance; some categories or standards are more important than others; other important aspects for consideration, such as disciplinary actions, may only be found in the summary comments. The supervisor is expected to use reasoned logic and good judgment in determining the overall rating of performance. Documentation is available to support the rating level. Employees should be rated against performance expectations, not against each other.

Outstanding: Fully meets all job requirements identified for the position. In addition, performance consistently and significantly exceeds job requirements in important aspects of work. Work is performed at a sustained high level of proficiency. The employee also expands the scope of tasks and responsibilities or the amount of work performed resulting in increased productivity for the work unit. The employee accomplishes the most difficult and complex assignments with minimum supervision and maximum quality. Specific examples of such performance are readily available.

Exceeds Expectations. Fully meets all major job requirements identified for the position. In addition, performance frequently exceeds job requirements in several areas. Supervision is required only for special or unusual assignments or problems.

Achieves Expectations. Meets all major job requirements in a competent manner. The employee may occasionally exceed some job requirements. Accomplishes duties in a reasonable and consistent manner demonstrating full proficiency in the job. If there are occasional lapses in performance, they do not create any substantial problems for the organization, nor have any major impact on service delivery. Normal supervision is required.

Needs Improvement. Performance meets job requirements in important categories at least marginally. However, performance is inconsistent or unreliable in one or more performance categories. The employee needs to improve proficiency to more fully meet the needs for which

the position was established. Remedial attention and close supervision are required.

Fails to Achieve Expectations. Performance is inconsistent and one or more major job requirements are not met. Work tasks are not performed or must be repeated due to low quality. Remedial attention and close supervision are required. Failure to correct performance deficiencies in an appropriate amount of time may result in suspension, demotion, or dismissal. A rating at this level should be coordinated with the progressive disciplinary process.

VI. Procedures

1. **Performance Review and Employee Development Conferences.** Performance Review and Employee Development conferences with all City employees will be conducted and documented within a 30 day window before the employee's review date. Performance Review and Employee Development conferences will be conducted by the employee's supervisor who may also be accompanied by the next level of supervision. The conference will encompass one year. Supervisors will conduct performance review conferences with employees prior to completing the form. Informal interim Performance Review and Employee Development conferences may be conducted when needed or according to departmental policies.

2. **Performance Coaching.** (A “No Surprises Approach” to performance review) An integral part of the Performance Review and Employee Development Program is on-going performance feedback and coaching. Whenever a supervisor observes good performance or performance needing improvement, the supervisor should provide specific, timely feedback to the employee. Performance improvement feedback should be designed to help the employee become more successful. Other coaching activities include helping employees identify optional approaches and develop problem-solving skills, planning projects, providing encouragement for difficult tasks, identifying training and resource possibilities, and general problem-solving discussions designed to help employees learn, develop their capacities, and develop their careers. The “No Surprises Approach” also includes keeping documentation on both positive and improvement feedback provided to employees throughout the year to ensure accurate details at performance review time.

3. **Performance Review and Employee Development Conference Dates.** Performance Review and Employee Development dates will be the hire date of the employee or upon promotion, demotion or reclassification date.

4. **Probationary Performance Review and Employee Development Conferences.** Probationary Performance Review conferences with new or promoted employees who are serving a six month probationary period will be conducted and documented within a 30 day window before the end of the probationary period. For department heads, law enforcement and fire service staff serving a twelve month probationary period, probationary review conferences will be conducted and documented within a 30 day window at six months as an interim measure, and again at the end of twelve months to make a final determination. Additional conferences may be held at the employee's or supervisor's request. An employee must receive a rating of no less than "Achieves Expectations" in order to move from probationary to regular status. An employee whose performance fails to meet expectations but shows clear promise of successful performance may have the probationary period extended for three months and up to a maximum of an additional six months. This provision in no way restricts the City from dismissing a employee whose performance or conduct is considered unsatisfactory at any point in the probationary period.

5. **Performance Review and Employee Development Instrument.** The purpose of the instrument is to document the performance review conference. The instruments may be revised and updated as needed based on input from employees, supervisors and department heads and approved by the Human Resources Department.

6. **Coordination with Discipline.** Overall performance ratings of "Needs Improvement" and "Fails to Achieve Expectations" are considered unsatisfactory job performance in the City's progressive disciplinary policies and procedures. These policies will be followed if an employee earns this performance rating. Such a rating may be followed by a written warning. When such a rating is earned, additional counseling sessions and performance review sessions will be conducted in six to 12 weeks and careful performance monitoring and coaching will occur. In no case should a employee's performance remain in the "Needs Improvement" or "Fails to Achieve Expectations" level for more than six months.

7. **Changes in Supervision.** When a change in supervision is imminent due to promotion, transfer or other action involving the employee or supervisor, the current supervisor should conduct an interim Performance Review and Employee Development conference including meeting with the employee and completing all necessary forms. The interim Performance Review and Employee Development information should be considered by the new supervisor, along with performance observed and documented by the new supervisor in determining the employee's overall rating for the performance period.

   In addition, when there is a change in supervision, the new supervisor and employee should jointly review the employee's performance standards, discuss meanings of words and expectations, and set weights.

8. **Documentation.** All Performance Review and Employee Development forms will be signed by the employee, supervisor, intermediate levels of supervision, and department head and forwarded to the Human Resources Department. The supervisor will offer to print a copy of the performance evaluation instrument for the employee to keep after all signatures and comments have been completed. Intermediate levels of supervision and/or department heads should not make changes to the forms unilaterally. Instead changes should only be make after discussing the reasons for the changes with the employee and his/her immediate supervisor, following the chain on command up and down in these discussion as appropriate. All relevant sections of Performance Review and Employee Development forms, including comments sections and all signatures, will be completed by the appropriate person prior to processing the forms in Human Resources. A personnel action form should accompany all forms.

9. **Appeals.** Any employee who believes that the application of this policy or his or her performance rating is unfair or inaccurate may make a formal appeal by writing the specific disagreement(s) and filing it with the evaluating supervisor within five work days. The supervisor will provide a written response within five work days after receipt of the appeal. If the employee is dissatisfied with the response from the supervisor, the employee may appeal the decision within five work days of receiving the supervisor's response using the City's Grievance Procedure, a copy of which is available from the supervisor or Human Resources Department. A copy of all appeals and grievances will be provided to the Human Resources Department.

10. **Training.** Department heads are responsible for identifying training needs of supervisors and insuring that these are met so that Performance Review and Employee Development

conferences are conducted effectively. New supervisors will participate in some form of training in the City's policies and procedures as well as effective techniques for conducting performance and Employee development conferences prior to performing them. The Human Resources Department will coordinate this training.

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Logan Hickey **MEETING DATE:** 7/10/2024

AGENDA SECTION: Consent Agenda **DEPARTMENT:** W&S Operations

TITLE OF ITEM: Purchase of Water and Sewer Operations Inventory and Parts- *Chad Freeman, Logan Hickey*

SUGGESTED MOTION(S):

I move City Council adopt the *Resolution by the City of Hendersonville City Council to Authorize the ratification of FY24 Special Projects CPO/460 Group Purchasing Organization contract spending and FY25 inventory budgeted Group Purchasing Organization contract spending for the City's Water and Sewer Operations.*

SUMMARY:

Finance Department is submitting this in collaboration with and on behalf of City Water/Sewer Operations. The City of Hendersonville Operations Department utilizes the following wide variety of inventory to ensure that the City continues to function effectively as inventory/parts become necessary.

- AMI products
- Meters,
- Transmitters
- Sensus Items
- Brass fittings
- Clamps
- Ductile pipe
- Hydrants
- Gate valves
- Other inventory as needed

For many years, the City has utilized various Group Purchasing Organization contracts to purchase this inventory as is permitted by GS 143-129(e)(3) and under various previous council approvals. Over the previous four fiscal years (FY21, FY22, FY23, FY24), between Repair/Maintenance and Capital accounts, the City has purchased an average of $977,624.25 of inventory yearly.

On April 4, 2024, we combined all inventory purchases under the same category of approval, and City Council ratified FY24 for all applicable contracts and vendors. The ratification included $1 million in inventory. We would like to request the same ratification per GS 143-129(e)(3) for FY24 Special Projects CPO/460 spending totaling $423,153.00 via these contracts. Additionally, we are seeking approval for utilization of these contracts per GS 143-129(e)(3) for budgeted inventory spending in

FY25 up to $950,000.00. Specifically, these contracts are Omnia Partners contracts. Below are the three contracts and corresponding vendors.

Please note that we do not anticipate any FY25 Special Projects CPO/460 spending under these contracts. The approval is for the total amount towards these contracts encompassing both FY24 Special Projects CPO/460 spending along with budgeted FY25 inventory spending. The approved amount can be utilized as needed under each contract.

Contract Number	Vendor Name
Graybar Electric	Contract # EV2370
Ferguson Waterworks	Contract # 02-104
Fortiline Waterworks	Contract # 02-76

BUDGET IMPACT: $1,373,153

Is this expenditure approved in the current fiscal year budget? Yes and FY24 Special Projects CPO/460

ATTACHMENTS:
Resolution

Resolution #_____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE RATIFICATION OF AND FUTURE USE OF GROUP PURCHASING CONTRACTS FOR INVENTORY AND PART PURCHASES FOR THE CITYE'S WATER AND SEWER OPERATIONS FOR THE CURRENT FISCAL YEAR

WHEREAS, the City of Hendersonville Operations Department utilizes the following wide variety of inventory to ensure that the City continues to function effectively as inventory/parts become necessary (AMI products, Meters, Transmitters, Sensus Items, Brass fittings, Clamps, Ductile pipe, Hydrants, Gate valves, Other inventory as needed); and,

WHEREAS, for many years, the City has utilized various Group Purchasing Organization contracts to purchase this inventory as is permitted by GS 143-129(e)(3) and under various previous council approvals; and,

WHEREAS, over the previous four fiscal years (FY21, FY22, FY23, FY24), between Repair/Maintenance and Capital accounts, the City has purchased an average of $977,624.25 of inventory yearly; and,

WHEREAS, on April 4, 2024, we combined all inventory purchases under the same category of approval, and City Council ratified FY24 for all applicable contracts and vendors. The ratification included $1 million in inventory; and,

WHEREAS, we would like to request the same ratification per GS 143-129(e)(3) for FY24 Special Projects CPO/460 spending totaling $423,153.00 via these contracts; and,

WHEREAS, additionally, we are seeking approval for utilization of these contracts per GS 143-129(e)(3) for budgeted inventory spending in FY25 up to $950,000.00. Specifically, these contracts are Omnia Partners contracts. Below are the three contracts and corresponding vendors; and,

WHEREAS, please note that we do not anticipate any FY25 Special Projects CPO/460 spending under these contracts. The approval is for the total amount towards these contracts encompassing both FY24 Special Projects CPO/460 spending along with budgeted FY25 inventory spending. The approved amount can be utilized as needed under each contract (Graybar Electric – Contract # EV2370, Ferguson Waterworks – Contracts # 02-104, Fortiline Waterworks – Contract # 02-76); and,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that the City's Water and Sewer Operations Department is authorized to purchasing inventory items up to $1,373,153.00 under the contracts listed in this resolution to the vendors listed.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July, 2025.

Attest: _____
Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Adam Murr **MEETING DATE:** 07/10/2024

AGENDA SECTION: CONSENT **DEPARTMENT:** Administration

TITLE OF ITEM: July 2024 Budget Amendments – *Adam Murr, Budget & Eval. Director*

SUGGESTED MOTION(S):
I move City Council adopt budget amendment(s) 07102024-01, and 07102024-02, 07012024-03, 07012024-04, 07012024-05, 07012024-06, and 07102024-07 as presented.

SUMMARY:

- **07102024-01**: An amendment reflecting a $30,000 contribution from Laurel Park Police Department to support dispatch services provided by the City of Hendersonville.
- **07102024-02**: An amendment to the Clear Creek Water Improvements Project, #18033. The amendment increases the total project appropriation to match received debt proceeds, debt interest, and a contribution for the project. The amendment also transfers out funds to other Water and Sewer Projects to leverage proceeds remaining from the 2022 Water and Sewer Revenue Bond.
- **07102024-03**: An amendment increasing the 4th & Ashe Street Water and Sewer Improvements Project, #18017 by $1,883,950 to reflect an increase in SRF funding. The amendment also includes a $10,000 transfer in from the W&S Capital Reserve Fund (459). The City is receiving an advantageous 1.10% interest rate.
- **07102024-04**: An FY24 amendment reflecting the Firemen's' Relief Fund revenues and expenditures of $514,830.
- **07102024-05**: An amendment transferring $60,000 of previous ARP funds from General Fund (010) fund balance to the Special Revenue Fund (199) to complete the ARP/connection center project, #00100.
- **07102024-06**: An amendment reflecting a correction in the project revenue sources for the Church Street Sewer Project, #19014. The amendment also includes changes to the project expenditure budget for completion of construction.
- **07102024-07**: An amendment transferring $130,000 former ARP funding from the General Fund to the Ashe St. CDBG Project, G2201.

BUDGET IMPACT: Detailed Above

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:
Amendments 07102024-01 through 07102024-07

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2025
FORM: 07102024-01

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-460090	Contribution/Donation (Laurel Park PD)	-	30,000	-	30,000
010-1300-501001	Salaries - Regular	-	30,000	-	30,000
FUND 010	TOTAL REVENUES	-	30,000	-	30,000
	TOTAL EXPENDITURES	-	30,000	-	30,000

An FY25 amendment reflecting a $30k contribution from Laurel Park Police Department to support dispatch services provided by the City of Hendersonville.

The City Manager and City Clerk certify budget ordinance amendment 07102024-01 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-02

BUDGET AMENDMENT

FUND 060 | 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
060-0000-470100	Transfer in (from 460, #18033)	-	210,078	-	210,078
060-0900-560001	Debt Principal	-	210,078	-	210,078
FUND 060	TOTAL REVENUES	-	210,078	-	210,078
W&S Operating Fund	TOTAL EXPENDITURES	-	210,078	-	210,078
459-0000-470090	Fund Balance Appropriated	32,000	-	-	32,000
459-0000-598901	Transfer out (to 460, #18033)	32,000	-	-	32,000
FUND 459	TOTAL REVENUES	32,000	-	-	32,000
W&S Capital Reserve Fund	TOTAL EXPENDITURES	32,000	-	-	32,000
460-0000-450001-18033	Investment Income	-	109,660	-	109,660
460-0000-460090-18033	Contributions/Donations	-	300,000	-	300,000
460-0000-470010-18033	Debt Proceeds	4,585,000	70,448	-	4,655,448
460-0000-470100-18033	Transfer in (from 459)	32,000	-	-	32,000
460-7055-550103-18033	Capital Outlay CIP	4,617,000	70,030	-	4,687,030
460-0000-598901-18033	Transfer out (to 060 - debt service)	-	210,078	-	210,078
460-0000-598901-18033	Transfer out (to 460, #23007)	-	200,000	-	200,000
FUND 460	TOTAL REVENUES	4,617,000	480,108	-	5,097,108
Clear Creek Water #18033	TOTAL EXPENDITURES	4,617,000	480,108	-	5,097,108
460-0000-470100-23007	Transfer In (from 060)	124,000	-	124,000	-
460-0000-470100-23007	Transfer In (from 060)	150,000	-	76,000	74,000
460-0000-470100-23007	Transfer In (from 460, #18033)	-	200,000	-	200,000
460-7032-550103-23007	Capital Outlay CIP	274,000	-	-	274,000
FUND 460	TOTAL REVENUES	274,000	200,000	200,000	274,000
Church St. Sewer #23007	TOTAL EXPENDITURES	274,000	-	-	274,000

An amendment to the Clear Creek Water Improvements Project, #18033. The amendment increases the total project appropriation to match received debt proceeds, debt interest, and a contribution for the project. The amendment also transfers out funds to other Water and Sewer Projects (#23007) to leverage proceeds remaining from the 2022 Water and Sewer Revenue Bond.

The City Manager and City Clerk certify budget ordinance amendment 07102024-02 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-03

BUDGET AMENDMENT

FUND 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
459-0000-470900	Fund Balance Appropriated	-	10,000	-	10,000
459-0000-598901	Transfer out (to 460, #18033)	-	10,000	-	10,000
FUND 459 W&S Reserve Fund	TOTAL REVENUES	-	10,000	-	10,000
	TOTAL EXPENDITURES	-	10,000	-	10,000
460-0000-470010-18017	Transfer in (from 459, Water)	-	3,500	-	3,500
460-0000-470010-18017	Transfer in (from 459, Sewer)	-	6,500	-	6,500
460-0000-470010-18017	Debt Proceeds (SRF Loan, Water)	812,000	765,495	-	1,577,495
460-0000-470010-18017	Debt Proceeds (SRF Loan, Sewer)	1,819,000	1,118,450	-	2,937,450
460-7055-550103-18017	Capital Outlay CIP (Water)	812,000	768,995	-	1,580,995
460-7155-550103-18017	Capital Outlay CIP (Sewer)	1,819,000	1,124,950	-	2,943,950
FUND 460 4th & Ashe W&S, #18017	TOTAL REVENUES	2,631,000	1,893,945	-	4,524,945
	TOTAL EXPENDITURES	2,631,000	1,893,945	-	4,524,945

An amendment increasing the 4th & Ashe Street Water and Sewer Improvements Project, #18017 by $1,883,950 to reflect an increase in SRF funding. The amendment also includes a $10,000 transfer in from the W&S Capital Reserve Fund (459). The City is receiving an advantageous 1.10% interest rate on the SRF borrowing.

The City Manager and City Clerk certify budget ordinance amendment 07102024-03 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-04

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-420091	Firemen's Relief Fund Revenues	-	514,830	-	514,830
010-1400-531955	Firemen's Relief Fund Pmts.	-	514,830	-	514,830
FUND 010	TOTAL REVENUES	-	514,830	-	514,830
	TOTAL EXPENDITURES	-	514,830	-	514,830

An end-of-year FY24 amendment reflecting the Firemens' Relief Fund revenues and expenditures of $514,830.

The City Manager and City Clerk certify budget ordinance amendment 07102024-04 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-05

BUDGET AMENDMENT

FUND 010 | 199

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-470900	Fund Balance Appropriated	3,735,205	60,000	-	3,795,205
010-0000-598901	Transfer out (to 199, #00100)	153,015	60,000	-	213,015
FUND 010	TOTAL REVENUES	3,735,205	60,000	-	3,795,205
General Fund	TOTAL EXPENDITURES	153,015	60,000	-	213,015
199-0000-470100-00100	Transfer in (from 010)	-	60,000	-	60,000
199-0000-540001-00100	Special Apprp. (ARP-Conn. Center)	-	60,000	-	60,000
FUND 199	TOTAL REVENUES	-	60,000	-	60,000
Special Rev./ARP,#00100	TOTAL EXPENDITURES	-	60,000	-	60,000

An amendment transferring $60,000 of previous ARP funds from General Fund (010) fund balance to the Special Revenue Fund (199) to complete the ARP/connection center project, #00100.

The City Manager and City Clerk certify budget ordinance amendment 07102024-05 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-06

BUDGET AMENDMENT

FUND 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
459-0000-470090	Fund Balance Appropriated	-	13,110	-	13,110
459-0000-598901	Transfer Out (to 460, #16003)	-	13,110	-	13,110
FUND 459	TOTAL REVENUES	-	13,110	-	13,110
W&S Capital Reserve Fund	TOTAL EXPENDITURES	-	13,110	-	13,110
460-0000-470010-19014	Debt Proceeds (2022 Revenue Bond)	636,000	-	-	636,000
460-0000-470010-19014	Debt Proceeds (2023 Revenue Bond)	431,000	61,984	-	492,984
460-0000-470100-19014	Transfer In (fund 459)	-	13,110	-	13,110
460-0000-470100-19014	Transfer In (from 460, #16003)	49,949	-	-	49,949
460-7055-550103-19014	Capital Outlay - CIP	1,116,949	-	20,273	1,096,676
460-7055-550103-19014	Transfer Out	-	95,367	-	95,367
FUND 460	TOTAL REVENUES	1,116,949	75,094	-	1,192,043
Church St. Sewer #19014	TOTAL EXPENDITURES	1,116,949	95,367	20,273	1,192,043

An amendment reflecting a correction in the project revenue sources for the Church Street Sewer Project, #19014. The amendment also includes changes to the project expenditure budget for completion of construction.

The City Manager and City Clerk certify budget ordinance amendment 07102024-06 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: July 10, 2024

FISCAL YEAR 2024
FORM: 07102024-07

BUDGET AMENDMENT

FUND 010 | 410

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-470900	Fund Balance Appropriated (ARP)	-	130,000	-	130,000
010-0000-598901	Transfer out (to 410, #G2201)	-	130,000	-	130,000
FUND 010 General Fund	TOTAL REVENUES	-	130,000	-	130,000
	TOTAL EXPENDITURES	-	130,000	-	130,000
410-0000-420050-G2201	Grant Revenue	750,000	-	-	750,000
410-0000-420050-G2201	Transfer in (from 010, ARP Funds)	-	130,000	-	130,000
410-0000-420050-G2201	Transfer in (from 301, #18007)	-	-	-	-
410-1014-550102-G2201	Capital Outlay- Fees and Services	750,000	130,000	-	880,000
FUND 410 Ashe St. CDBG #G2201	TOTAL REVENUES	750,000	130,000	-	880,000
	TOTAL EXPENDITURES	750,000	130,000	-	880,000

An amendment transferring $130,000 former ARP funding from the General Fund to the Ashe St. CDBG Project, G2201.

The City Manager and City Clerk certify budget ordinance amendment 07102024-07 was approved by City Council on July 10, 2024.

City Manager _____ Date _____

City Clerk _____ Date _____

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Adela Gutierrez-Ramirez, Civil Engineer

MEETING DATE: July 10, 2024

AGENDA SECTION: CONSENT

DEPARTMENT: Engineering

TITLE OF ITEM: Utility Extension Agreement for the Mills River Shopping Center – *Adela Gutierrez-Ramirez, Civil Engineer*

SUGGESTED MOTION(S): I move that City Council approve the Resolution authorizing the City Manager to enter into a Utility Extension Agreement with Publix North Carolina LP, for the Mills River Shopping Center as presented and recommended by staff.

SUMMARY:

The Mills River Shopping Center located off Boylston Highway in Mills River proposes to extend the City's water system to serve said expansion. The attached Utility Extension Agreement (UEA) outlines the water utility line extension process and assigns responsibilities to the Developer and City. We welcome any questions that you may have.

BUDGET IMPACT: $0

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

PROJECT NUMBER: 23109

PETITION NUMBER: N/A

ADDITIONAL PETITION NUMBER: N/A

PETITIONER NAME: N/A

ATTACHMENTS:

Utility Extension Agreement – Mills River Shopping Center

Map showing Mills River Shopping Center parcel

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON
Prepared by and return to: Daniel Heyman, Staff Attorney, City of Hendersonville, in the City Box

UTILITY EXTENSION AGREEMENT

THIS AGREEMENT, Made and entered into this _____ day of _____, 2024, by and between the **CITY OF HENDERSONVILLE**, a North Carolina municipal corporation, situate in Henderson County, herein referred to as the "City", and **PUBLIX NORTH CAROLINA LP**, a Florida limited partnership, herein referred to as "Developer,"

WITNESSETH:

THAT WHEREAS, Developer is the owner of, and is desirous of developing and improving, a tract of land situated in Henderson County, State of North Carolina, described as follows:

> Consisting of +/- 15.74 acres, and being all of that real property described in that deed recorded in Deed Book 4167 at page 1, Henderson County registry, having the following PINs: (1) 9632609288, and (2) 9632607561, hereinafter referred to as the "Property"; and

WHEREAS, the Developer has submitted an application for the development of a project known as Mills River Shopping Center (project number 23109); and

WHEREAS, in the process of such development and improvement, Developer is desirous of constructing water infrastructure and/or sanitary sewer infrastructure to and on said tract(s) of land, for which the City requires that the Developer enter into a utility extension agreement with the City, said water and/or sewer infrastructure to consist of the following:

> Being and consisting of: 1) Water Service Extension consisting of +/- 3,210 lineal feet of 8" (DIP CL/350) connecting to an existing 8" water main within the right-of-way of Boylston Highway, and being more particularly shown and described on those construction plans and specifications, dated March 1, 2024, prepared by Genesis Engineering Collective, a Civil Engineering firm, said plans being incorporated herein by reference. 1) is hereinafter referred to as the "New Infrastructure". It is understood and agreed that the New Infrastructure may be modified or amended from and after the date of this Agreement as may

be required to meet the standards of the City of Hendersonville. As used herein, “New Infrastructure” shall be deemed to include any and all of any such modifications and amendments.; and

WHEREAS, the Developer has received zoning approval from the designated governing body for such development and improvement on the Property; and

WHEREAS, the Property is not located within the City’s municipal boundaries but is located within the Town of Mills River, North Carolina; and

WHEREAS, the City is not obligated to offer water or sanitary sewer service to property outside its corporate limits; and

WHEREAS, Developer desires to have the completed New Infrastructure connected to the City's municipal water system and/or sanitary sewer system and made an integral portion thereof; and

WHEREAS, the City will permit said system(s) to be connected to the municipal system(s) under the terms and conditions heretofore established and agreed upon between the parties and specifically in conformance with the requirements of the most recent extension policy, most recent water and sewer standard construction specifications and details, and the City's Code of Ordinances currently in force.

NOW, THEREFORE, in consideration of the mutual benefits which will result to the parties in carrying out the terms of this Agreement, it is agreed as follows:

1. Developer shall, at Developer’s own expense, employ a North Carolina registered and licensed professional engineer ("Engineer") to complete design and permitting of the proposed New Infrastructure in conformance with NCAC Title 15A Subchapter 18C (water) and NCAC Title 15A Subchapter 02T(sanitary sewer), the City's water and sewer standard construction specifications and details, and the City water and/or sewer Master Plan(s).

2. Developer shall require the Engineer to submit plans, reports, technical specifications, fees, permit applications, and any other items as required and approvable by the City (“Required Documents”). The Engineer shall disclose all proposed changes in the approved construction plans to the City in writing. If proposed changes are deemed by the City to be "significant" in nature, the City may require the Engineer to resubmit plans for re-permitting. The determination of whether a change is deemed to be significant shall be in the sole and absolute discretion of the City, and the Developer agrees to be bound thereby. This will require written approval by the City prior to re-submitting to the permitting agency or before proceeding with changes, even if permitting agency re-submittal is not required. City approval of a utility extension is subject to expiration should construction not be completed after a period of two years from the date of approval. Once the Required Documents have been approved by the City, they shall be deemed to be incorporated herein by reference as an amendment to this Agreement to indicate the Developers construction obligations under this Agreement.

3. The City will perform construction inspection during installation of the New Infrastructure and upon project completion submit written certification that the project was completed in accordance with the approved plans and specifications as required by NCAC Title 15A Subchapter 18C (water) and NCAC Title 15A Subchapter 02T (sanitary sewer). Water and Sewer inspection fees shall be in accordance with the adopted City Fee Schedule

as of the date of this agreement. Fees will be paid by the Developer upon certification and acceptance of the New Infrastructure, with amounts due being based on length of lines inspected, certified and accepted.

4. The Developer shall, at his or her own expense, furnish and transfer to the City all on-site and off-site easements, rights-of-way, and real property required for access to and perpetual maintenance and operation of the New Infrastructure and its appurtenances in accordance with the terms of this Agreement as provided herein below.

   Developer will be required to enter into the City's standard Deed of Dedication and Conveyance With Associated Easements for conveyance of the New Infrastructure and on-site easements, as amended. Further Developer will be required to use the City's standard Utility Infrastructure Easement Agreement when securing the necessary off-site right of way for the operation and maintenance of the New Infrastructure. For the avoidance of doubt, both standard forms permit use of the easements for the future installation of water, sewer and stormwater lines, and their associated appurtenances and accessories, in addition to the New Infrastructure, by or on behalf of the City. The City shall provide a copy of these standard forms upon request by the Developer.

5. Developer shall convey to the City all of the New Infrastructure and easements, on-site and off-site, prior to selling any of the lots in the lots in the development. If the Developer sells a lot within the development to a third-party prior to the conveyance of the New Infrastructure and easements, Developer shall be responsible for all costs associated with obtaining title to the New Infrastructure and easements.

6. Developer shall, at his or her own cost and expense, furnish all materials and all equipment and perform all the work necessary to complete the construction of the New Infrastructure described in the plans and specifications as approved by the City's authorized representative and permitting agency.

7. The installation and construction of the New Infrastructure shall be performed by a reputable and responsible Contractor possessing a valid North Carolina Public Utility Contractor's License directly related to the installation of the New Infrastructure issued by the North Carolina Licensing Board for General Contractors. As used herein, a "responsible Contractor" shall mean one possessing the requisite knowledge, experience, and financial resources to complete the construction of the New Infrastructure in accordance with the plans and specifications within the time allotted.

8. Developer shall be required to establish a discharge point for the flushing of the waterlines that are installed pursuant to this Agreement and that provided the City utilizes the method provided by the Developer, the City shall not be liable and Developer shall, to the fullest extent allowed by law, indemnify and hold the City harmless during the warranty period for any damages whatsoever as a result of the flushing of water lines.

9. The Engineer shall contact the City prior to the start of construction in order to schedule a preconstruction conference between the Developer, Contractor, Engineer, and City staff. This request should be made at least seven (7) days in advance of the anticipated starting date. Developer or Engineer shall receive a written notice to proceed (NTP) from the City before commencing with construction. If construction is anticipated to be greater than sixty (60) days, a monthly progress meeting shall be scheduled once every thirty (30) days. The date and time of the monthly progress meeting shall be established during the preconstruction conference.

10. Developer shall submit the name, address and the Public Utility Contractor's License Identification Number of the proposed Contractor to the City prior to the preconstruction meeting. The City may investigate the validity of the Contractor's license and the Contractor's status as a responsible Contractor by methods including but not limited to contacting the owners of past projects for which the Contractor furnished work in order to obtain reference information

11. City staff will be assigned for the express purpose of periodic construction observation and inspection. The City's construction inspector(s) shall have the authority to report all discrepancies identified in all phases of construction to the Engineer regarding conformance with the approved construction drawings and specifications. This report shall in no way relieve the Developer of his or her obligation to engage a professional engineer to perform construction inspection and coordinate construction.

12. During construction, no deviations from the approved plans and specifications shall be allowed without the prior express written approval of the City and permitting agency if deemed necessary by the City.

13. The City Engineer, or authorized representative, shall be authorized to resolve disagreements between Developer's Contractor(s), and the City's construction inspector(s) regarding conformance with approved plans and/or specifications.

14. Upon completion of construction, the Developer shall cause the Engineer to arrange for a final inspection to be performed jointly by the Engineer, the contractor, and the City's construction inspector to determine if the project is acceptable to the City. At this time, a draft as-built shall be submitted to the City. If the project is not immediately acceptable, any deficiencies shall be noted in a written report (punch list) prepared by the City. This report shall be transmitted to the responsible parties. It shall be the responsibility of the Developer to correct any such deficiencies and arrange for a re-inspection of the system.

15. As part of the final inspection process for sewer collection systems, Developer shall satisfactorily complete the following as described in the most recent water and sewer standard construction specifications and details: air test, manhole vacuum tests, and mandrel deflection test. Video of the new sanitary sewer collection system by means of closed-circuit television (CCTV) will be performed by the City. All testing shall be certified and all certifications, along with the related data and any video of the sewer system, shall be submitted to the City before final acceptance of the project is granted by the City.

16. As part of the final inspection process for water distribution systems, Developer shall satisfactorily complete the following: pressure test lines, bacteriological sampling performed by a certified laboratory. The City's certified laboratory may be utilized. All testing shall be certified and all certifications, along with related data, shall be submitted to the City before final acceptance of the project is granted by the City.

17. Once all deficiencies are corrected and the project is deemed acceptable to the City, the Developer shall cause the Engineer to submit as-builts in formats acceptable to the City. The Engineer shall also submit any easements required for the New Infrastructure and any deeds necessary to convey ownership to the City. The Developer shall be responsible for acquiring easements from any third parties owning property over which

any portion of the New Infrastructure is constructed, said easements to be titled in the name of the City, using forms to be provided by the City.

18. Prior to the activation of services on the newly constructed New Infrastructure, Developer shall convey unencumbered title and ownership to the City, of the New Infrastructure and its appurtenances, and shall assign and transfer all associated permits, licenses and permissions to the City. If a water extension was permitted for the same or similar project, the City shall receive final approval from the permitting agency. In certain circumstances as approved by the City, activation of services on portion(s) of the New Infrastructure may be permitted after partial certification(s) completion and approval(s).

19. The conveyance, assignment or transfer of (1) all permits, licenses or other permissions, and (2) all property and assets to the City, including but not limited to real or personal property, the New Infrastructure and its appurtenances, easements, rights of way or encroachments, (1) and (2) collectively hereinafter referred to as "Required Conveyances," shall be in form as approved by the City's legal counsel, and unless specifically excepted by the City Attorney, shall be in form proper for recording in the appropriate public registry. The conveyance of real property shall be in the form of a fee simple deed and without encumbrance as approved by the City's legal counsel. The Developer shall cause all affiliates or other third parties or entities having an ownership interest in the New Infrastructure or the Property to join the Required Conveyances, as reasonably determined by the City to be necessary to convey full title to the New Infrastructure and Required Conveyances to the City. With the execution hereof, Developer and City specifically agree that the New Infrastructure shall remain personal property, and shall not become a part of the real property, regardless of whether or not the New Infrastructure is permanently affixed to the real property comprising the Property.

20. The Developer shall provide a written release of the City's interest in the Required Conveyances (in form approved by the City Attorney) from any and all liens or other legal interests held by lenders, vendors or other third parties. The release(s) must be delivered in form for recording in the appropriate public registry, and must be received by the City in conjunction with the City's receipt of the Required Conveyances.

21. To the fullest extent allowed by law, and regardless of the approval(s) of any document(s) by the City's legal counsel, the Developer shall indemnify and hold the City harmless from all actions, causes and claims whatsoever against the City by any persons, firms, and corporations whatsoever relating in any manner to this Agreement (including but not limited to damages to persons or property related to construction and/or installation of the New Infrastructure) or the Required Conveyances. Without limiting the Developer's obligations under this paragraph in any manner, the Developer shall defend any and all claims, causes or actions whatsoever regarding the City's title or ownership in any of the Required Conveyances. The obligations under this paragraph shall survive any termination of this Agreement.

22. Developer shall guarantee the accepted and dedicated New Infrastructure to be free of defects in materials and workmanship and to be properly functioning in all respects for a period of one calendar year from the date of final acceptance by the City. During this year of guarantee, Developer shall correct, or have corrected, any defects that may develop in material, equipment, or workmanship. Should Developer fail to correct defects within a reasonable period of time after being notified, as determined in good faith by the City Engineer or designee, the City may proceed to correct defects and Developer shall be liable for the City's expense in doing so. It shall be the Developer's responsibility to attend, or to provide an authorized

representative to attend, a warranty inspection with the City prior to the expiration of said warranty period. For purposes of this paragraph 22, final acceptance shall be the date the Letter of Acceptance is issued by the City as described in paragraph 24 hereinbelow.

23. Before the issuance of final acceptance, the Developer or Engineer shall schedule a project closeout meeting with the City. The Developer or Engineer shall submit to the City, not later than the start of the project closeout meeting, all required closeout documents, including but not limited to recorded easement plats, warranty deeds, affidavits of lien waiver, as-built drawings with georeferenced infrastructure data, final walk-through inspection punch list and evidence of completion of said punch list, utility extension agreements, fixed asset evaluation form and infrastructure testing results. The City shall be under no obligation to [and in the absence of extraordinary circumstances will not] activate any services before receipt of all required documentation. Partial receipt shall be treated as an incomplete project closeout and no services shall be activated. A project closeout form shall be completed and executed by the Developer or by an authorized representative of the Developer and the City for each project. If the project described in this utility extension agreement is divided into phases, a project closeout form shall be executed for each phase prior to issuance of final acceptance. For purposes of this paragraph, and notwithstanding any other provision of this agreement, every required document shall be considered material, and “substantial compliance” shall not apply.

24. Once all items required by the Developer under this Agreement are complete, the City shall issue a formal "Letter of Acceptance" to the Developer for the project. The City shall incorporate the accepted system as an integral part of its utility system and shall furnish service therefrom in accordance with the rules, regulations, rates, and policies established for its customers. For the avoidance of doubt, “final acceptance” as used in this Agreement shall refer only to the date the Letter of Acceptance as described in this paragraph is issued by the City.

25. There shall be no intended nor incidental third-party beneficiaries of this Agreement.

26. This Agreement may not be assigned by the Developer without the express written consent of the City. Any assignment without the express written consent of the City shall be void. Any assignment approved by the City shall be in form approved by the City’s legal counsel. Such consent by the City and approval by the City’s legal counsel shall be for the sole and exclusive benefit and reliance of the City, and shall not be relied upon by the Developer nor any third party as to the validity or legal effect of an assignment.

27. All inspections of the New Infrastructure performed by the City shall be for the sole and exclusive benefit and reliance of the City. The inspection, approval and acceptance of the New Infrastructure shall not be deemed a warranty or guarantee upon which any person or entity can rely that the construction of the extension was done in a workmanlike manner, or was completed in accordance with the construction contract documents, with standards of the profession in and around Hendersonville, North Carolina, or in accordance with the applicable federal, State, or local laws, rules or regulations.

28. Developer is put on notice, and Developer agrees that, in the event that the meter boxes or cleanouts which are part of the New Infrastructure are installed, set, damaged, moved, or altered in any manner that requires the City to make repairs or adjustments to the meter boxes or cleanouts for their proper operation, or if the

City has to perform any work, including but not limited to grading or removal of obstructions, to provide access to the City, Developer shall reimburse the City's full cost and expense incurred.

29. This agreement is executed in the State of North Carolina, and shall be construed in accordance with the laws of the State of North Carolina. Both parties submit their persons to the jurisdiction of the Courts for North Carolina. Exclusive venue for any action brought in connection with this agreement, its interpretation and breach shall be in the courts for Henderson County, North Carolina.

30. Failure of either party to enforce any terms of this Agreement shall not be deemed a waiver, in whole or in part, to enforcing any of its terms against the other party, unless such waiver is delivered to the other party in writing. Failure of either party to exercise the rights under this Agreement shall not be deemed a waiver or abandonment of such rights unless such waiver or abandonment be delivered in writing to the other party.

31. This Agreement may be recorded in the Henderson County Register of Deeds Office at the option of the City.

PLEASE BE ADVISED: The City shall not allow the activation of any water or sewer services until the City receives partial certification approval or final approval from the permitting agency and shall not allow the issuance of any certificates of occupancy until the City deems the project complete.

[*Signatures appear on the following page*.]

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, the day and year first above written.

DEVELOPER: PUBLIX NORTH CAROLINA LP, an Florida limited partnership

BY:_____(SEAL)
(signature)

Printed name:_____

Title:_____

THE CITY OF HENDERSONVILLE

BY:_____(SEAL)
John F. Connet, City Manager

STATE OF _____ COUNTY OF _____

I, _____, (printed name of notary) a Notary Public of said County and State, do hereby certify that _____, personally appeared before me this day, and being duly sworn, stated that they are the _____(title) for Publix North Carolina, LP, a Florida limited partnership, and that they executed and acknowledged the foregoing instrument on behalf of said entity pursuant to due authorization and that the instrument is the act and deed of said entity.

WITNESS my hand and official seal, this _____ day of _____, 20____

My commission expires _____

_____
Notary Public Signature (OFFICIAL SEAL)

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, _____, (printed name of notary) a Notary Public in and for the State and County aforesaid, do hereby certify that John F. Connet, personally appeared before me and, being duly sworn, stated that he is City Manager of the City of Hendersonville, North Carolina, and that he executed and acknowledged the foregoing instrument on behalf of the City of Hendersonville pursuant to order of the City Council of said City and that the instrument is the act and deed of the City of Hendersonville.

WITNESS my hand and official seal, this _____ day of _____, 20____

My commission expires _____

_____
Notary Public Signature (OFFICIAL SEAL)

Resolution # __-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH PUBLIX NORTH CAROLINA LP FOR THE MILLS RIVER SHOPPING CENTER

WHEREAS, the City of Hendersonville owns, operates and maintains a water system to serve customers throughout Henderson County; and

WHEREAS, residential, commercial, and industrial developments often require public water service as a part of their development projects; and

WHEREAS, the Developer extends public water lines to their site, which upon completion and acceptance, are provided to the City to own, operate, and maintain; and

WHEREAS, the City requires a Utility Extension Agreement to be executed to establish requirements of both the Developer and the City for the water line extension process; and

WHEREAS, Publix North Carolina LP, the "Developer" and "Owner", will enter into a Utility Extension Agreement with the City to provide water service to the Mills River Shopping Center.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Utility Extension Agreement with Publix North Carolina LP, the "Developer" and "Owner" to provide water service to the Mills River Shopping Center is approved, as presented.
2. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a financial obligation upon the City.
3. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July 2024.

Attest: _____ Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

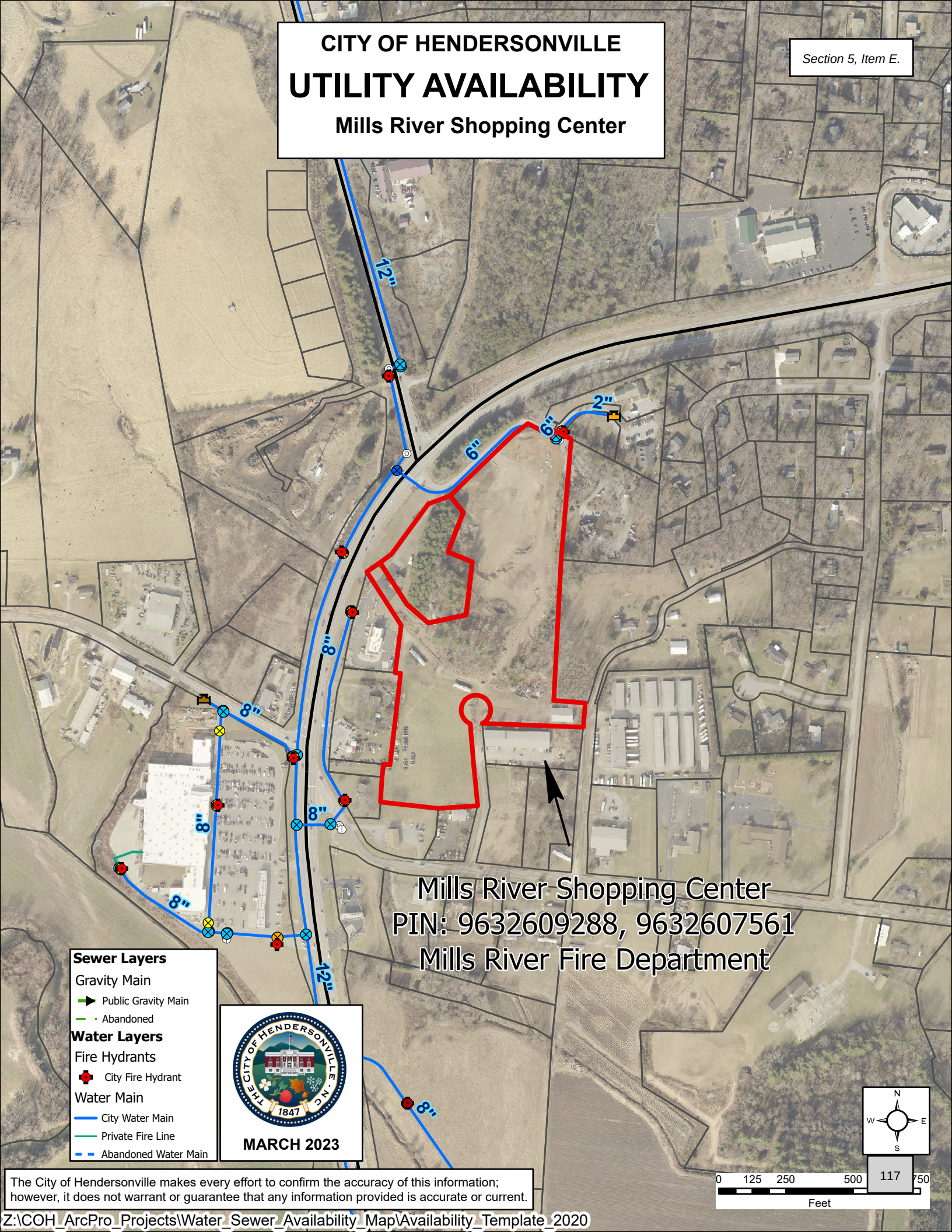
Approved as to form:

Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

UTILITY AVAILABILITY

Mills River Shopping Center



Sewer Layers

Gravity Main

- Public Gravity Main
- Abandoned

Water Layers

Fire Hydrants

- City Fire Hydrant

Water Main

- City Water Main
- Private Fire Line
- Abandoned Water Main

THE CITY OF HENDERSONVILLE, N.C. 1847

MARCH 2023

N W E S

0 125 250 500 750

Feet

117

The City of Hendersonville makes every effort to confirm the accuracy of this information; however, it does not warrant or guarantee that any information provided is accurate or current.

Z:\COH_ArcPro_Projects\Water_Sewer_Availability_Map\Availability_Template_2020

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Amanda Lofton **MEETING DATE:** 06/26/2024

AGENDA SECTION: CONSENT **DEPARTMENT:** Finance

TITLE OF ITEM, Presenter Name, Title: Henderson County Tax Adjustments -*Amanda Lofton, Deputy Tax Collector*

SUGGESTED MOTION(S): I move that City Council resolve to direct and authorize the tax releases submitted by Henderson County Tax Collector as presented and relieve the Henderson County Tax Collector and the Deputy Tax Collectors of the charges owed.

SUMMARY:

The Deputy Tax Collector, Amanda Lofton, would like to submit for your approval the tax bill adjustments occurring between May 1, 2024 and May 31, 2024. These adjustments include all Discoveries, Releases, Refunds, and Forgiven Interest. These adjustments were provided by Henderson County Tax Department. Documentation is available in the Tax Office.

BUDGET IMPACT: $ 0.00

Is this expenditure approved in the current fiscal year budget? YES

If no, describe how it will be funded.

PROJECT NUMBER: N/A **PETITION NUMBER:** N/A

ADDITIONAL PETITION NUMBER: N/A

PETITIONER NAME: N/A

ATTACHMENTS:

Summary Total of Tax Adjustments

PTS Pending Release/Refund Report. Tuesday, May 21, 2024*

ISTRICT	OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	DISTRICT CODE	LEVY TYPE	BILLED	PAID	RELEASE
ONVILLE	BREVARD, WILLIAM ZACHARY	0003080939-2017-2017-0000	VOIDED ABSTRACT EFFECTIVE 12/31/2016. PROPERTY LOCATED IN BUNCOMBE COUNTY PER NC WILDLIFE DIVISION.	($3,240)	8979	JURSC10	TAX		$0.00	$15.23
							LATE LIST FEE	$0.00	$0.00	$1.52
							TOTAL:			$16.75
									ABSTRACT TOTAL:	$16.75
		0003080939-2018-2018-0000	VOIDED ABSTRACT EFFECTIVE 12/31/2017. PROPERTY LOCATED IN BUNCOMBE COUNTY PER NC WILDLIFE DIVISION.	($2,050)	8980	JURSC10	TAX		$0.00	$10.05
							LATE LIST FEE	$0.00	$0.00	$1.00
							TOTAL:			$11.05
									ABSTRACT TOTAL:	$11.05
		0003080939-2019-2019-0000	VOIDED ABSTRACT EFFECTIVE 12/31/2018. PROPERTY LOCATED IN BUNCOMBE COUNTY PER NC WILDLIFE DIVISION.	($1,633)	8981	JURSC10	TAX	$8.00	$0.00	$8.00
							LATE LIST FEE	$0.80	$0.00	$0.80
							TOTAL:			$8.80
									ABSTRACT TOTAL:	$8.80
		OWNER TOTAL:		**$0**						**$36.60**
	WHITE, MICHAEL GARY	0003112419-2023-2023-0000	VOIDED PER STARS SHOWING PERSONAL PROPERTY IN RANDOLPH COUNTY, NC SINCE 12/29/2022	($854)	8985	JURSC10	TAX	$4.18	$0.00	$4.18
							LATE LIST FEE	$0.42	$0.00	$0.42
							TOTAL:			$4.60
									ABSTRACT TOTAL:	$4.60
		OWNER TOTAL:		**$0**						**$4.60**
	DISTRICT TOTAL:			**($7,777)**						**$41.20**

*Adjustments submitted for approval on or before

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Michael Huffman **MEETING DATE:** July 10, 2024

AGENDA SECTION: Consent **DEPARTMENT:** Stormwater

TITLE OF ITEM, Presenter Name, Title: Water Resource Development Grant Resolution – *Michael Huffman, Stormwater Director*

SUGGESTED MOTION(S): I move City Council approve a resolution supporting a grant application to the NC Division of Water Resources Water Resource Development Grant Program in the amount of $200,000.

SUMMARY:

The Lower Mud Creek Floodplain Restoration Project has received funding from the NC Land & Water Fund and NC Division of Water Infrastructure in the amount of $3.2 million dollars to complete design, permitting, and restoration of 26 acres of vacant land owned by the City of Hendersonville. However, these grants will not fund passive recreational amenities such as trails. The City wishes to create passive recreational opportunities as part of this project and conceptual designs have already been completed for these features. The NC Division of Water Resources Water Resource Development Grant Program provides funding for recreation amenities such as those proposed for this project. Therefore, the cost of these amenities are eligible to be funded through the NCDWR Water Resource Development Grant. Based on preliminary cost estimates developed by the project engineer, stormwater staff are requesting $200,000 from the State of North Carolina to construct these recreational amenities as part of the Lower Mud Creek Floodplain Restoration Project.

BUDGET IMPACT: $0

Is this expenditure approved in the current fiscal year budget? YES

If no, describe how it will be funded.

EnterTextHere

PROJECT NUMBER: **23006** **PETITION NUMBER:** N/A

ADDITIONAL PETITION NUMBER: N/A

PETITIONER NAME: N/A

ATTACHMENTS:

FINAL-WRDG-Resolution-Template-FS1 Green Stormwater Infrastructure MSH

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL IN SUPPORT OF APPLICATION FOR NCDWR WATER RESOURCE DEVELOPMENT GRANT

WHEREAS, the North Carolina Department of Water Resources has established a grant that provides funding to municipalities for water resource development projects; and

WHEREAS, the City of Hendersonville, NC City Council desires to sponsor, The Lower Mud Creek Floodplain Restoration, to restore 26 acres of remnant floodplains using nature-based restoration practices including stream, wetland, and floodplain restoration; and

WHEREAS, the proposed project will increase the opportunities for passive recreation on the restored sites within the City of Hendersonville and the City intends to construct recreational amenities within the site for public access; and

WHEREAS, the North Carolina Department of Water Resources has announced a competitive Grant to award funding for Water-based recreation; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1) The Council requests the State of North Carolina to provide financial assistance to The City of Hendersonville, NC for The Lower Mud Creek Floodplain Restoration in the amount of $ 200,000 or 14 percent of the nonfederal project costs, whichever is the lesser amount;

2) The Council assumes full obligation for payment of the balance of project costs;

3) The Council will obtain all necessary State and Federal permits;

4) The Council will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.

5) The Council will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;

6) The Council will obtain suitable spoil disposal areas as needed and all other easements or rights-of-way that may be necessary for the construction and operation of the project without cost or obligation to the State;

7) The Council will assure that the project is open for use by the public on an equal basis with no restrictions;

8) The Council will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;

9) The Council accepts responsibility for the operation and maintenance of the completed project.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July 2024.

Attest: _____
Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Tyler Morrow

MEETING DATE: July 10th, 2024

AGENDA SECTION: CONSENT

DEPARTMENT: Community Development

TITLE OF ITEM: Annexation: Certificate of Sufficiency- Upward Road (Hill) (C24-35-ANX) – *Tyler Morrow, Current Planning Manager*

SUGGESTED MOTION(S):

I move Council to accept the City Clerk's Certificate of Sufficiency for the petition submitted by Lyndon and Lynn Hill and set August 1st, 2024, as the date for public hearing.

SUMMARY: *File # C24-35-ANX*

The City of Hendersonville has received a petition from Lyndon and Lynn Hill for satellite annexation of PIN 9577-99-0735 located on Upward Road that is approximately 1.20 acres. Please refer to the attached maps for additional information.

Attached is the Clerk's Certificate of Sufficiency finding that the petition is valid. The next step in the annexation process is to accept the Clerk's certificate and set a date for the public hearing on the question of adoption of an ordinance of annexation.

PROJECT/PETITIONER NUMBER:	• C24-35-ANX
PETITIONER NAME:	• Lyndon Hill • Lynn Hill
ATTACHMENTS:	1. Certificate of Sufficiency 2. Resolution setting public hearing 3. Annexation Plat 4. Typed legal description 5. GIS map 6. Deed 7. Annexation Application

CERTIFICATE OF SUFFICIENCY

Re: Petition for Satellite Annexation
Petitioners: Lyndon and Lynn Hill
File No. C24-35-ANX

To the Honorable Mayor and members of the City Council of Hendersonville, North Carolina:
I, Jill Murray, City Clerk, being first duly sworn, hereby certify that:

1. A petition has been received for satellite annexation of properties consisting of +/- 1.20 acres located on Upward Road in Hendersonville, NC, being tax parcel PIN 9577-99-0735, and being more particularly described on Exhibit A, attached hereto and incorporated by reference, hereinafter "Petition."

2. An investigation has been completed as required by N.C.G.S. § 160A-58.2 of the Petition for compliance with the requirements of N.C.G.S. § 160A-58.1.

Based upon this investigation, I find that

1. The Petition includes a metes and bounds description of the area proposed for annexation and has attached a map showing the proposed satellite area.
2. The nearest point on the proposed satellite corporate limit is approximately 2400’ from the primary corporate limits of the City of Hendersonville, which is less than 3 miles.
3. The Petition includes the names and addresses and signatures of all owners of real property lying in the area described therein, except those not required to sign by G.S.160A-58.1 (a).
4. No point on the proposed satellite corporate limits is closer to the primary corporate limits of another city than to the primary corporate limits of Hendersonville (Village of Flat Rock approximately 3300’).
5. The area is situated so the City will be able to provide the same services within the proposed corporate limits that is provided within the primary corporate limits.
6. The area proposed for annexation is not subject to subdivision regulation as described N.C.G.S. § 160D-802
7. The total area within the proposed satellite corporate limits, when added to the area within all the other satellite corporate limits of the City, does not exceed ten (10%) of the area within the primary corporate limits of the City.
8. The area for annexation meets all other requirements defined in NC 160A-58.54 regarding the character of the area to be annexed.

Having made the findings stated above, I hereby certify the Petition appears to be valid.

In witness hereof, I have set my hand and the City Seal on this the _____ day of _____, 2024.

(City Seal)

_____
Jill Murray, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

Being all of that real property consisting of PIN 9577-99-0735 described in the plat recorded in Book 2024- ____ [to be inserted at recording of the plat] of the Henderson County Registry, said PIN 9577-99-0735 being described by metes and bounds as follows:

Situated in the City of Hendersonville, Henderson County, North Carolina and being more particularly described as follows:

Beginning at a Point standing North 52 degrees 22 minutes 19 seconds East 54.56 feet from an existing Aluminum Cap Right of Way Monument in the Southeastern margin for the Right of Way for Upward Road, S.R. 1783. Also standing North 49 degrees 08 minutes 37 seconds East 0.24 feet from an Existing #5 Rebar. Point stands approximately 2400 feet Northwest of Hendersonville City limits Northeast corner of Deed Book 958, Page 611 and approximately 3300 feet Northwest of Hendersonville City Limits in Eastern Limits of the Village of Flat Rock the Western corner of Deed Book 1383, Page 132.

thence N 52°22'19" E a distance of 120.08' to an Existing Aluminum Cap Right of Way Monument;

thence S 36°05'01" E a distance of 65.11' to an Existing Aluminum Cap Right of Way Monument;

thence N 32°00'33" E a distance of 92.76' to a #5 Rebar set;

thence S 55°01'42" E passing a #5 Rebar set online at 10.02 feet a total distance of 217.69' to a #5 Rebar set;

thence S 36°50'25" W passing a #5 Rebar set online at 42.66 feet a distance of 217.45' to an Existing 1/2" Iron Pipe;

thence N 49°08'37" W passing an Existing 1/2" Iron Pipe online at 36.76 feet a total distance of 304.90' to the Point and Place of Beginning;

having an area of 1.20 Acres.

Being Book of Record 4165, Page 586, Tract 1.

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-58.2

WHEREAS, a petition requesting annexation of the satellite area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Hendersonville, North Carolina that:

Section 1. A public hearing on the question of annexation of the satellite area described herein will be held at City Operations Center located at 305 William St. Hendersonville NC, 28792 at 5:45 p.m. August 1st, 2024, or as soon thereafter as it may be heard.

Section 2. The area proposed for annexation is described as follows:

Being all of that real property consisting of PIN 9577-99-0735 described in the plat recorded in Book 2024- ____ [to be inserted at recording of the plat] of the Henderson County Registry, said PIN 9577-99-0735 being described by metes and bounds as follows:

Situated in the City of Hendersonville, Henderson County, North Carolina and being more particularly described as follows:

Beginning at a Point standing North 52 degrees 22 minutes 19 seconds East 54.56 feet from an existing Aluminum Cap Right of Way Monument in the Southeastern margin for the Right of Way for Upward Road, S.R. 1783. Also standing North 49 degrees 08 minutes 37 seconds East 0.24 feet from an Existing #5 Rebar. Point stands approximately 2400 feet Northwest of Hendersonville City limits Northeast corner of Deed Book 958, Page 611 and approximately 3300 feet Northwest of Hendersonville City Limits in Eastern Limits of the Village of Flat Rock the Western corner of Deed Book 1383, Page 132.

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thence S 55°01'42" E passing a #5 Rebar set online at 10.02 feet a total distance of 217.69' to a #5 Rebar set;

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thence N 49°08'37" W passing an Existing 1/2" Iron Pipe online at 36.76 feet a total distance of 304.90' to the Point and Place of Beginning;

having an area of 1.20 Acres.

Being Book of Record 4165, Page 586, Tract 1.

Re: Petition for Satellite Annexation
Petitioners: Lyndon and Lynn Hill
File No. C24-35-ANX

Section 3. Notice of the public hearing shall be published once in The Hendersonville Times-News, a newspaper having general circulation in the City of Hendersonville, at least 10 days prior to the date of the public hearing.

Adopted by the City Council of the City of Hendersonville, North Carolina on this ____day of _____ 20_____.

Attest: _____
Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

ANNEXATION PLAT
TAX PIN: 9577-99-0735
FOR
THE CITY OF HENDERSONVILLE

SHOWING TRACT FOR ANNEXATION
BOOK OF RECORD 4165, PAGE 586, TRACT 1

HENDERSONVILLE TOWNSHIP
HENDERSON COUNTY
NORTH CAROLINA

SCALE: 1" = 100'
JUNE XXth, 2024



PRELIMINARY

Annexation Boundary Description

Beginning at a Point standing North 52 degrees 22 minutes 19 seconds East 54.56 feet from an existing Aluminum Cap Right of Way Monument in the Southeastern margin fo the Right of Way for Upward Road, S.R. 1783. Also standing North 49 degrees 08 minutes 37 seconds East 0.24 feet from an Existing #5 Rebar. Point stands approximately 2400 feet Northwest of Hendersonville City limits Northeast corner of Deed Book 958, Page 611 and approximately 3300 feet Northwest of Hendersonville City Limits in Eastern Limits of the Village of Flat Rock the Western corner of Deed Book 1383, Page 132.
thence N 52°22'19" E a distance of 120.08' to an Existing Aluminum Cap Right of Way Monument;
thence S 36°05'01" E a distance of 65.11' to an Existing Aluminum Cap Right of Way Monument;
thence N 32°00'33" E a distance of 92.76' to a #5 Rebar set;
thence S 55°01'42" E passing a #5 Rebar set online at 10.02 feet a total distance of 217.69' to a #5 Rebar set;
thence S 36°50'25" W passing a #5 Rebar set online at 42.66 feet a distance of 217.45' to an Exsiting 1/2" Iron Pipe;
thence N 49°08'37" W passing an Existing 1/2" Iron Pipe online at 36.76 feet a total distance of 304.90' to the Point and Place of Beginning;
having an area of 1.20 Acres.

Being Book of Record 4165, Page 586, TRACT 1.

NOTES:
1- AREAS BY COORDINATE COMPUTATION.
2- ALL AREAS SHOWN ARE SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD OR UNRECORDED THAT MAY DIRECTLY AFFECT ALL AREAS SHOWN.
3- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
4- THIS PROPERTY IS WITHIN AN AREA ZONED CC BY HENDERSON COUNTY.
5- THE CURRENT OWNERS OF RECORD ARE LYNDON B. HILL AND WIFE LYNN G. HILL.

LEGEND
⊕ MONUMENT FOUND AS NOTED
○ MONUMENT SET AS NOTED
◎ POINT NOT STAKED
P-PED – PHONE PEDESTAL
UP – UTILITY POLE
PHP – PHONE POLE
TRANS – TRANSFORMER
TV-PED – CABLE TV PEDESTAL
WM – WATER METER
WV – WATER VALVE

ZONING INFORMATION:
THE PROPERTY SHOWN IS WITHIN AN AREA ZONED "CC" BY HENDERSON COUNTY PER LAND DEVELOPMENT CODE.
SETBACKS:
FRONT- 30' (FROM RIGHT OF WAY BOULEVARD)
SIDE- 10'
REAR- 10'
PERENNIAL STREAMS- 30'
MAXIMUM BUILDING HEIGHT- 50'

State of North Carolina
County of Henderson

I, _____, Review Officer of Henderson County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

_____
Review Officer

State of North Carolina, County of Henderson

This instrument was prepared for registration and recorded in the Office of Register of Deeds in the State and County designated; at Plat Slide _____, this _____ day of _____ 2024.
At _____ O'clock _____.

_____
BY:

I, DAVID H. HILL, N.C. PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION AND THAT LOCAL HORIZONTAL AND VERTICAL GRID CONTROL WAS ESTABLISHED FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, AND THAT THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:
(1) CLASS OF SURVEY: CLASS A
(2) POSITIONAL ACCURACY: 0.02' HORIZONTAL AT 95%
(3) TYPES OF GPS FIELD PROCEDURE(S): VRS
(4) DATES OF SURVEY: DECEMBER, 2021
(5) DATUM/EPOCH: NAD 83/2011
(6) PUBLISHED/FIXED CONTROL USE:
(7) GEOID MODEL: GEOID 12B
(8) COMBINED GRID FACTOR(S): 0.999774898
(9) UNITS: US SURVEY FOOT
WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL THIS XXth DAY OF JUNE, A.D., 2024.

_____ L-3863
N.C. PROFESSIONAL LAND SURVEYOR LICENSE #

I, DAVID H. HILL, a Professional Land Surveyor, certify that this survey is of an existing parcel or parcels of land and does not create a new street or change an existing street.

_____

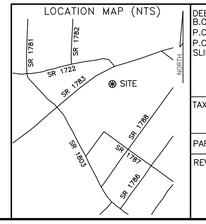
I, DAVID H. HILL, certify that this plat was drawn from an actual survey made under my supervision (deed description recorded in Book SEE, page REFERENCES; that the boundaries not surveyed are clearly indicated as drawn from information found in Book AS, page SHOWN; that the ratio of precision as calculated is 1: 10000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this XXth day of JUNE, A.D., 2024.

_____
David H. Hill, NCPLS L-3863

1.20 ACRES (TOTAL)
FOR ANNEXATION

30 0 30 60 90
GRAPHIC SCALE – FEET

LOCATION MAP (NTS)



DEED REFERENCES:
B.O.R. 4165, PG. 586
P.C. "B", SLIDE 304
P.C. "B", SLIDE 304A
SLIDE 14915

TAX REFERENCES:
9577-99-1738
9577-89-9659

PARTY CHIEF: CM

REVISIONS:

SURVEY BY
HILL AND ASSOCIATES
SURVEYORS, P.A.
LICENSE NUMBER: C-1991

DAVID H. HILL
N.C.P.L.S. 3863

403 WEST BLUE RIDGE ROAD
EAST FLAT ROCK, NORTH CAROLINA 28726
(828) 693-1409

DATE: JUNE XXth, 2024
CHECKED BY: DHH
DRAWING: 20232680ANNEX
DRAWN BY: DHH
FILE: 20232680

Beginning at a Point standing North 52 degrees 22 minutes 19 seconds East 54.56 feet from an existing Aluminum Cap Right of Way Monument in the Southeastern margin for the Right of Way for Upward Road, S.R. 1783. Also standing North 49 degrees 08 minutes 37 seconds East 0.24 feet from an Existing #5 Rebar. Point stands approximately 2400 feet Northwest of Hendersonville City limits Northeast corner of Deed Book 958, Page 611 and approximately 3300 feet Northwest of Hendersonville City Limits in Eastern Limits of the Village of Flat Rock the Western corner of Deed Book 1383, Page 132.
thence N 52°22'19" E a distance of 120.08' to an Existing Aluminum Cap Right of Way Monument;
thence S 36°05'01" E a distance of 65.11' to an Existing Aluminum Cap Right of Way Monument;
thence N 32°00'33" E a distance of 92.76' to a #5 Rebar set;
thence S 55°01'42" E passing a #5 Rebar set online at 10.02 feet a total distance of 217.69' to a #5 Rebar set;
thence S 36°50'25" W passing a #5 Rebar set online at 42.66 feet a distance of 217.45' to an Exsiting 1/2" Iron Pipe;
thence N 49°08'37" W passing an Existing 1/2" Iron Pipe online at 36.76 feet a total distance of 304.90' to the Point and Place of Beginning;
having an area of 1.20 Acres.

Being Book of Record 4165, Page 586, Tract 1.



0 240 480 960
Feet

N
E
S

City of Hendersonville
June 2024

Section 5, Item H.

Upward Road (Hill Family)

C24-35-ANX

PIN: 9577-99-0735

Acreage: 1.20

Annexation Map

Subject Property

Municipal Boundaries

FLAT ROCK

HENDERSONVILLE

THE CITY OF HENDERSONVILLE · N.C. · 1847

Community Development Department

BK 4165 PG 586 - 588 (3) DOC# 1001014587
This Document eRecorded: 05/16/2024 03:46:51 PM
Fee: $26.00
Henderson County, North Carolina Tax: $0.00
William Lee King, Register of Deeds

Please do not place anything in the 3" margin above – for recording information only)

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax $ 0.00
Parcel Identifier No.:
Mail after recording to: The Van Winkle Law Firm
422 S. Main St., Hendersonville, NC 28792
This instrument was prepared by: Van Winkle, Buck, Wall, Starnes & Davis, P.A. (Michael M. Thompson)
Brief description for the Index: 0 Upward Road & 000 Upward Road, Flat Rock, NC28731
THIS DEED made this 16th day of May, 2024, by and between:

GRANTOR	GRANTEE
Lyndon B. Hill and wife, Lynn G. Hill	Lyndon B. Hill and wife, Lynn G. Hill
168 Daffodil Cove Lane, Flat Rock, NC 28731	168 Daffodil Cove Lane, Flat Rock, NC 28731

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e. g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

This instrument was prepared by Michael M. Thompson, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

Submitted electronically by "Van Winkle Law Firm"
in compliance with North Carolina statutes governing recordable documents
and the terms of the submitter agreement with the Henderson County Register of Deeds.

BK 4165 PG 586 - 588 (3) DOC# 1001014587

WITNESSETH, that Grantor, for a valuable consideration paid by Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto Grantee in fee simple, all that certain lot or parcel of land situated in the Hendersonville Township, County of Henderson, North Carolina, and more particularly described as follows:

SEE EXHIBIT A ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

The property hereinabove described was acquired by Grantor by instrument recorded in Deed Book 4058, Page 360, Henderson County Registry.

All or a portion of the property herein conveyed ____ includes or XXX does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to Grantee in fee simple.

And Grantor covenants with Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions:

Easements, covenants, conditions, and restrictions of record; 2024 ad valorem taxes; and utilities physically located on the property.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

_____{Seal)
Lyndon B. Hill

_____{Seal)
Lynn G. Hill

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON

I, Morgan E. Gordon, a Notary Public of the County and State aforesaid, certify that Lyndon B. Hill and wife, Lynn G. Hill personally appeared before me this day and acknowledged the execution of the foregoing instrument for the purposes therein expressed. Sworn and subscribed to before me. Witness my hand and official stamp or seal, this 16th day of May, 2023.

SEAL/STAMP

Morgan E. Gordon NOTARY My Commission Expires 10-19-2024 PUBLIC Henderson County, NC

My Commission Expires: October 19, 2024

Morgan E. Gordon
Notary Public

BK 4165 PG 586 - 588 (3) DOC# 1001014587

EXHIBIT A

TRACT ONE

BEGINNING at an existing ½" iron pipe located in the westernmost corner of Lot 27, Lawndale Park Subdivision as shown on a plat thereof recorded in Plat Cabinet B Slide 304, Henderson County Registry, thence from said beginning point and with the boundary of the Spinx Company tract described in Book 4132 Page 565, Henderson County Registry, North 49 degrees 08 minutes 37 seconds West passing an existing iron pipe on the line at 36. 76 feet for a total distance of 304.90 feet, to a point located in the right of way of Upward Road (SR 1783) said point also being located South 49 degrees 08 minutes 37 seconds East 0.24 feet from an existing #5 rebar, thence with the southern margin of the right of way of Upward Road North 52 degrees 22 minutes 19 seconds East 120.08 feet to an exiting aluminum cap right of way monument, thence South 36 degrees 05 minutes 01 second East 65.11 feet to an existing aluminum cap right of way monument, thence North 32 degrees 00 minutes 33 seconds East 92.76 feet, thence South 55 degrees 01 minutes 42 seconds East 217.69 feet to a #5 rebar set on the western boundary of Lot 35, thence South 36 degrees 50 minutes 25 seconds West 42.66 feet to a #5 rebar set, thence South 36 degrees 50 minutes 25 seconds West 174.79 feet to the POINT AND PLACE OF BEGINNING and being 1.20 acres, more or less, and being all of that property designated as TRACT 1 as shown on that plat entitled " Plat of Survey for Lyndon Hill and wife, Lynn Hill" by Hill and Associates Surveyors, P.A. and being Drawing No. 2023258001, reference to which is hereby made and incorporated herein for greater certainty of description.

Being all of that same real property as conveyed by deed recorded in Deed Book 1104 Page 416, Henderson County Registry and being a portion of that same real property conveyed by deeds recorded in Book 648 Page 409, Henderson County Registry and being a portion of Deed Book 4058, Page 360, Henderson County Registry

TRACT TWO

BEGINNING at an existing #5 rebar set located in the easternmost corner of 35, Lawndale Park Subdivision as shown on plat thereof recorded in Plat Cabinet B Slide 304, Henderson County Registry and located within the margin of the right of way of Bell Avenue, thence South 36 degrees 00 minutes 25 seconds West 46.66 feet to an existing 1" iron pipe, thence North 53 degrees 11 minutes 22 seconds West 124.99 feet to a #5rebar set, thence North 36 degrees 50 minutes 25 seconds East 42.66 feet to a #3 rebar set, thence South 55 degrees 01 minute 42 seconds East 124.38 feet to the POINT AND PLACE OF BEGINNING and being 0.13 acres, more or less, and being all of that property designated as TRACT 2 as shown on that plat entitled " Plat of Survey for Lyndon Hill and wife, Lynn Hill" by Hill and Associates Surveyors, P.A. and being Drawing No. 2023258001, reference to which is hereby made and incorporated herein for greater certainty of description.

Being a portion of that same real property conveyed by deeds recorded in Book 648 Page 409, Henderson County Registry and a portion of Deed Book 4058, Page 360, Henderson County Registry.

4873-4557-8430, v. 1

CITY OF HENDERSONVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
100 N. King Street, Hendersonville, NC 28792
Phone (828) 697-3010|Fax (828) 698-6185
www.hendersonvillenc.gov

Petition Requesting Annexation

The following are the **required** submittals for a complete application for a Voluntary Annexation. Staff will not review applications until each item has been submitted and determined complete. By placing a check mark by each of the following items, you are certifying that you have performed that task.

- [x] 1. Completed Application Form
- [x] 2. A copy of the deed indicating ownership of the property.
- [x] 3. An Annexation Survey Plat of the property prepared by a registered surveyor licensed to practice in the state of North Carolina.
- [x] 4. A typed boundary description of the property.

A. Property Information

PIN(s): 9577990735

Address(es) / Location of Property: Approximately 600 feet Northeast of Old Spartanburg Highway on the South Side of Upward Road

Does this property adjoin the present City Limits? X Yes ___ No

Is the property within the ETJ? ___ Yes X No

Reason for Annexation:
Tying to City of Hendersonville Water and Sewer.

Office Use:
Date Received: _____ **By:** _____ **Fee Received? Y/N**

B. Property Owner Contact Information

Lyndon Hill
* Printed Applicant Name

2024-04-01
Date

Printed Company Name (if applicable)

☐ Corporation ☐ Limited Liability Company ☐ Trust ☐ Partnership

☐ Other: _____


Property Owner Signature

Property Owner Title (if applicable)

168 Daffodil Cove Ln
Address of Property Owner

Flat Rock, NC 28731
City, State, and Zip Code

Telephone

Email

C. Additional Property Owner Contact Information

Lynn Hill
* Printed Applicant Name

6/19/2024
Date

Printed Company Name (if applicable)

☐ Corporation ☐ Limited Liability Company ☐ Trust ☐ Partnership

☐ Other: _____

Lynn Hill
Property Owner Signature

Property Owner Title (if applicable)

168 Daffodil Cove Ln
Address of Property Owner

Flat Rock, NC 28731
City, State, and Zip Code

Telephone

Email

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Devin Owen **MEETING DATE:** July 10, 2024

AGENDA SECTION: Consent Agenda **DEPARTMENT:** Utilities

TITLE OF ITEM: Change Order No.: 3 Approval – Bearcat Blvd and Church Street Sewer Replacement – *Devin Owen, Utilities Engineer*

SUGGESTED MOTION(S):

I move City Council to adopt the Resolution by the City of Hendersonville of authorization for the City Manager or authorized representative to approve change order number 3 for the construction of the Bearcat Blvd and Church Street Sewer Replacement Project

SUMMARY:

The project generally consists of approximately 1,200 liner feet of sewer main replacement along Church Street and new sewer on Bearcat Blvd, which will allow for abandonment of an existing sewer main under the Hendersonville High School football field and track.

T.P Howard was awarded this contract on July 16, 2023, for $575,000.00. During construction, poor soil conditions were encountered, resulting in larger than expected excavation areas. Also, additional active sewer services were discovered on Bearcat Blvd.

The cumulative amount of change orders have exceeded the 10% referenced in the resolution by the City of Hendersonville of award and authorization for the City Manager to enter into a contract for the construction for the Bearcat Blvd and Church Street Sewer Replacement Project. The amount of the additional change order no. 3 is $72,375.00. The total construction price including this change order is $661,375.00. This is the final adjusting change order and upon execution there will be no further expected construction costs to complete the project.

BUDGET IMPACT: $ 72,375.00

Is this expenditure approved in the current fiscal year budget? Yes, construction is funded through a CPO.

If no, describe how it will be funded.

ATTACHMENTS:

1. Resolution
2. Draft Change Order No.: 3

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE OF AUTHORIZATION FOR THE CITY MANAGER OR AUTHORIZED REPRESENTATIVE TO APPROVE CHANGE ORDER NUMBER 3 FOR THE CONSTRUCTION OF THE BEARCAT BLVD AND CHURCH STREET SEWER REPLACEMENT PROJECT

WHEREAS, the project generally consists of approximately 1,200 liner feet of sewer main replacement along Church Street and new sewer on Bearcat Blvd, which will allow for abandonment of an existing sewer main under the Hendersonville High School football field and track; and

WHEREAS, T.P Howard was awarded this contract on July 16, 2023, for $575,000.00. During construction, poor soil conditions were encountered, resulting in larger than expected excavation areas. Also, additional active sewer services were discovered on Bearcat Blvd.

WHEREAS, the amount of change order no. 3 is $72,375.00. The total construction price including this change order is $661,375.00. This is the final adjusting change order and upon execution there will be no further expected construction costs to complete the project.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City Manager or authorized representative is authorized to approve change order number three for the construction of the Bearcat Blvd and Church Street Sewer Replacement Project.

Adopted by the City Council of the City of Hendersonville, North Carolina on this ___ day of _____, 20___.

Attest: _____ Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form: _____ Angela S. Beeker, City Attorney

CHANGE ORDER NO.: 3

Owner:	City of Hendersonville	Owner's Project No.:	19014
Engineer:	WithersRavenel	Engineer's Project No.:	08190726.00
Contractor:	T.P. Howard's Plumbing Co., Inc.	Contractor's Project No.:	UT23-098
Project:	Bearcat Boulevard & Church Street Sewer Replacement		

Date Issued: Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description:

A final adjusting change order to account for additional work needed on line items 8b, 12a, 12b, and 13. This was caused by unknown sewer services and poor quality soil discovered within the project area during construction.

Attachments:

Change Order Summary Table

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 575,000.00	Original Contract Times: Substantial Completion: 120 days Ready for final payment: 150 days
[Increase] [~~Decrease~~] from previously approved Change Orders No. 1 to No. 2: $ 14,000.00	**[Increase] [Decrease]** from previously approved Change Orders No.1 to No. 2: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: $ 589,000.00	Contract Times prior to this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
[Increase] [~~Decrease~~] this Change Order: $ 72,375.00	**[Increase] [~~Decrease~~]** this Change Order: Substantial Completion: 150 days Ready for final payment: 150 days
Contract Price incorporating this Change Order: $ 661,375.00	Contract Times with all approved Change Orders: Substantial Completion: 270 days (July 26, 2024) Ready for final payment: 300 days (August 26, 2024)

	Recommended by Engineer (if required)	Approved by Contractor
By:		
Title:		
Date:		
	Authorized by Owner	Approved by Funding Agency (if applicable)
By:		
Title:		
Date:		

EJCDC® C-941, Change Order.
Copyright© 2018 National Society of Professional Engineers, American Council of Engineering Companies and American Society of Civil Engineers. All rights reserved.

IF CHANGE ORDER RESULTS IN INCREASE IN CONTRACT PRICE:

I hereby certify that this contract has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director	*Date*

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Change Order Summary Table

Owner:	City of Hendersonville	**Owner's Project No.:**	19014
Engineer:	WithersRavenel	**Engineer's Project No.:**	08190726.00
Contractor:	T. P. Howard Plumbing Co, Inc.	**Contractor's Project No.:**	UT23-098
Project:	Bearcat Boulevard & Church Street Sewer Replacement		
Contract:	Bearcat Boulevard & Church Street Sewer Replacement		

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
Original Contract											
1	Mobilization	1	LS	22,300.00	22,300.00	1.00	22,300.00		22,300.00	100%	-
2	12" SDR 35 PVC Gravity Sewer (Open Cut)	480	LF	185.00	88,800.00	479.00	88,615.00		88,615.00	100%	185.00
4a	Rehabilitate Existing 8-Inch Sewers By Furnishing And Installing 12-Inch Fusible HDPE Pipe via Pipe Bursting	700	LF	310.00	217,000.00	660.00	204,600.00		204,600.00	94%	12,400.00
5a	4' Diameter Pre-Cast Manhole (6' - 8' Depth)	1	EA	10,000.00	10,000.00	2.00	20,000.00		20,000.00	200%	(10,000.00)
5b	4' Diameter Pre-Cast Manhole (8' - 10' Depth)	6	EA	11,000.00	66,000.00	5.00	55,000.00		55,000.00	83%	11,000.00
6	Furnish and Install Cementitious Manhole Surface Liner (4-Foot Diameter)	20	VF	750.00	15,000.00	17.00	12,750.00		12,750.00	85%	2,250.00
7	Connect to existing Manhole Core-Drill and Boot	1	EA	7,500.00	7,500.00	1.00	7,500.00		7,500.00	100%	-
8b	Replace Sewer Service (Long Side)	2	EA	2,750.00	5,500.00	7.00	19,250.00		19,250.00	350%	(13,750.00)
9	Install New Bi-directional Cleanout on Existing 8-in Sewer Line	1	EA	3,000.00	3,000.00	1.00	3,000.00		3,000.00	100%	-
10	Plug Existing Sewer	2	EA	1,000.00	2,000.00	2.00	2,000.00		2,000.00	100%	-
11	Abandon Existing Manhole	1	EA	1,750.00	1,750.00	1.00	1,750.00		1,750.00	100%	-
12a	NCDOT Roadway Pavement Restoration	110	SY	220.00	24,200.00	176.00	38,720.00		38,720.00	160%	(14,520.00)
12b	Non-NCDOT Roadway Pavement Restoration	190	SY	140.00	26,600.00	327.00	45,780.00		45,780.00	172%	(19,180.00)
13	Concrete Curb Replacement	70	LF	110.00	7,700.00	82.00	9,020.00		9,020.00	117%	(1,320.00)
14	Concrete Sidewalk Repair	90	SY	250.00	22,500.00	38.00	9,500.00		9,500.00	42%	13,000.00
15	Miscellaneous Concrete Repair	10	SY	450.00	4,500.00	9.00	4,050.00		4,050.00	90%	450.00
16a	Tree Removal	1	EA	7,500.00	7,500.00	1.00	7,500.00		7,500.00	100%	-
16b	Tree Protection Fence	30	LF	25.00	750.00		-		-	0%	750.00
16c	Pipe Inlet Protection	6	EA	400.00	2,400.00		-		-	0%	2,400.00
17	Remove & Replace Unsuitable Material with #67 Stone	150	TN	60.00	9,000.00	1,184.00	71,040.00		71,040.00	789%	(62,040.00)
18	Rock Excavation	20	CY	300.00	6,000.00		-		-	0%	6,000.00
19	Site Restoration	1	LS	25,000.00	25,000.00	1.00	25,000.00		25,000.00	100%	-
					-		-		-		-
				Original Contract Totals	**$ 575,000.00**		**$ 647,375.00**	**$ -**	**$ 647,375.00**	**113%**	**$ (72,375.00)**
Change Orders											
CO-1	Night Work	4	DAY	3,500.00	14,000.00	4.00	14,000.00		14,000.00	100%	-
					-		-		-		-
				Change Order Totals	**$ 14,000.00**		**$ 14,000.00**	**$ -**	**$ 14,000.00**	**100%**	**$ -**
Original Contract and Change Orders											
				Project Totals	**$ 589,000.00**		**$ 661,375.00**	**$ -**	**$ 661,375.00**	**112%**	**$ (72,375.00)**

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Tom Wooten **MEETING DATE:** July 10, 2024

AGENDA SECTION: CONSENT AGENDA **DEPARTMENT:** Public Works

TITLE OF ITEM: Resolution Authorizing the Sale of a 2011 Freightliner Chassis With an Elgin Street Sweeper body to Henderson County Solid Waste Division – *Tom Wooten, Director of Public Works*

SUGGESTED MOTION(S):

I move that the City Council adopt the Resolution by the Hendersonville City Council to Authorize the Sale of a 2011 Freightliner Chassis with an Elgin Street Sweeper body to the Henderson County Solid Waste Division.

SUMMARY:

The Public Works Department has a 2011 Freightliner chassis with an Elgin street sweeper body that is no longer used by the City. We wish to sell the street sweeper to Henderson County Solid Waste Division for $85,000. The sale is authorized under §160A-274.

BUDGET IMPACT: $85,000

Is this expenditure approved in the current fiscal year budget? New Revenue

If no, describe how it will be funded.

ATTACHMENTS:

Proposed Resolution

Resolution #__-____

RESOLUTION BY THE HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE SALE OF A 2011 FREIGHTLINER CHASSIS WITH AN ELGIN STREET SWEEPER BODY TO HENDERSON COUNTY SOLID WASTE DIVISION

WHEREAS, the Hendersonville Public Works Department owns a 2011 Freightliner Chassis with an Elgin Street Sweeper body; and;

WHEREAS, the vehicle is no longer used by the Department; and

WHEREAS, Henderson County (Solid Waste Division), North Carolina desires to purchase the vehicle; and

WHEREAS, North Carolina General Statute §160A-274 authorizes the sale of personal property to other governmental units with or without consideration.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The 2011 Freightliner Chassis with an Elgin Street Sweeper Body identified by VIN # 1FVXF800XBDAX3813 is deemed surplus and approved to be sold.

2. The City Council Councils authorizes the sale of the 2011 Freightliner Chassis with an Elgin Street Sweeper Body to Henderson County Solid Waste Division in accordance with §160A-274 for $85,000.

3. The City Manager is authorized to execute the Bill of Sale with Henderson County.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July 2024.

Attest: _____ Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form: _____ Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Chief Blair Myhand **MEETING DATE:** July 10, 2024

AGENDA SECTION: Consent **DEPARTMENT:** Police

TITLE OF ITEM: Resolution accepting grant from NC Association of Chiefs of Police (NCACP) to improve Officer wellness and track performance management

SUGGESTED MOTION(S):

Motion to approve the resolution to award Hendersonville Police Department with a grant of $5,116.12 from the NC Association of Chiefs of Police (NCACP) to improve Officer wellness and track performance management.

SUMMARY:

In 2021, the North Carolina General Assembly passed Session Law 2021-138, which introduced significant reforms aimed to improve policing and criminal justice in North Carolina. In an effort to support law enforcement agencies with these changes, the General Assembly authorized funds to be deployed as grants administered by the NCACP to enhance the performance and wellness of its law enforcement agencies and their officers.

The Hendersonville Police Department has been awarded $5,116.12 in a no-match grant from the NC Association of Chief's of Police.

BUDGET IMPACT: $

Is this expenditure approved in the current fiscal year budget? EnterTextHere

If no, describe how it will be funded. EnterTextHere

ATTACHMENTS:

Resolution

Award Letter

North Carolina Association of Chiefs of Police

Dear Chief Myhand,

Congratulations! On behalf of the North Carolina Association of Chiefs of Police (NCACP), it is my pleasure to inform you that you have been awarded funding from the NCACP Performance and Wellness Grant in the amount of $5,116.12.

In 2021, the North Carolina General Assembly passed Session Law 2021-138, which introduced significant reforms aimed to improve policing and criminal justice in North Carolina. In an effort to support our law enforcement agencies with these changes, the General Assembly authorized funds to be deployed as grants administered by the NCACP to enhance the performance and wellness of its law enforcement agencies and their officers.

In order to ensure the efficient and appropriate administration of the grant funds, a document is being provided for you to sign, acknowledging the acceptance of the grant funds, and that they will be used by your agency as indicated in your application and supporting documentation. Please sign this form and return it to NCACP Grant Manager, Steven Combs, at the following email address scombs@ncacp.org.

If your grant application involves a contract with a company in which there is a monthly payment for services, please provide the contract your agency has signed with this company, and a receipt for the first payment. The NCACP will then award funds for the first year of this contract once these documents are received.

The NCACP is grateful for all that you do to support and enhance the performance and wellness of your agency and its officers. If you have any questions please contact Grant Manager, Steven Combs, at 919.622.7524.

Sincerely,

Bill Hollingsed
Executive Director, North Carolina Association of Chiefs of Police
828.734.6847
bhollingsed@ncacp.org

NORTH CAROLINA ASSOCIATION OF CHIEFS OF POLICE
PERFORMANCE AND WELLNESS GRANT PROGRAM

ACCEPTANCE AGREEMENT

I, Chief Blair Myhand, accept the funds in the amount of $5,116.12, awarded to my agency through the North Carolina Association of Chiefs of Police Performance and Wellness Grant Program. I will only use these funds as described in my application and supporting documents. Any funds not used for this purpose will be returned to the North Carolina Association of Chiefs of Police.

_____
Signature

_____
Agency

_____
Date

Resolution #__ ____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL ACCEPTING A GRANT FROM THE NORTH CAROLINA ASSOCIATION OF CHIEFS OF POLICE (NCACP) TO IMPROVE OFFICER WELLNESS AND TRACK PERFORMANCE MANAGEMENT

WHEREAS, the NCACP has established a grant for use by the law enforcement agencies to improve officer wellness and track performance management; and

WHEREAS, the Hendersonville Police Department applied for and was awarded the amount of $5,116.12; and

WHEREAS, the City of Hendersonville desires to accept the grant funds, and authorize the execution of the grant funding agreement (the "Grant Agreement"); and

WHEREAS, the Grant Agreement provides that the City will undertake activities to promote officer and employee wellness and improve performance management capabilities of the Hendersonville Police Department;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City hereby accepts the $5,116.12 Performance and Wellness Grant from the NCACP to be used for the purposes as set out in the Grant Agreement; and
2. The City Manager is authorized to execute the Grant Agreement, with such changes as he deems appropriate, provide they are consistent with the terms of this Resolution;
3. City Staff are authorized and directed to proceed with the performance and implementation of the Community Challenge Grant as outlined in the Grant Agreement.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July 20 24.

Attest: _____ Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Richard Shook **MEETING DATE:** 07/10/2024

AGENDA SECTION: New Business **DEPARTMENT:** Engineering

TITLE OF ITEM: Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement Tentative Award – *Richard Shook, Civil Engineer III*

SUGGESTED MOTION(S):

I move City Council adopt the *Resolution Authorizing the City Manager to Execute a Tentative Contract Award with TP Howards Plumbing Co. Inc*. for $4,126,005.00 and Authorize the City Manager to Approve Change Orders for the Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement as presented.

SUMMARY:

The City of Hendersonville received and opened bids for Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement on May 10th, 2024. TP Howards Plumbing Co. Inc. was the lowest bidder. Due to the lowest bid exceeding the funding amount, the City negotiated with the lowest bidder to reduce the exceedance.

BUDGET IMPACT: $1,883,950

Is this expenditure approved in the current fiscal year budget? yes

If no, describe how it will be funded

ATTACHMENTS:
Resolution
Bid Tabulation

CITY OF HENDERSONVILLE
ASHE STREET NEIGHBORHOODS AND 4TH AVENUE WATER AND SEWER REPLACEMENT

TP HOWARDS PLUMBING CO. INC.
90 NUMBER NINE RD.
FAIRVIEW, NC 28730

1 BIDDER

BASE BID: MOBILIZATION AND SECTIONS 1-3

TOTAL BID: $ 4,126,005.00

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	AMOUNT
1	MOBILIZATION (SHALL NOT EXCEED 3% OF TOTAL BID)	1	LS	$ 123,780.00	$ 123,780.00
2	PVC SDR 35 GRAVITY SANITARY SEWER PIPE, 15"	1155	LF	$ 180.00	$ 207,900.00
3	PVC SDR 35 GRAVITY SANITARY SEWER PIPE, 12"	50	LF	$ 140.00	$ 7,000.00
4	PVC SDR 35 GRAVITY SANITARY SEWER PIPE, 10"	20	LF	$ 130.00	$ 2,600.00
5	PVC SDR 35 GRAVITY SANITARY SEWER PIPE, 8"	3090	LF	$ 125.00	$ 386,250.00
6	DIP GRAVITY SANITARY SEWER PIPE, 14" (OPEN-CUT INSTALL)	40	LF	$ 300.00	$ 12,000.00
7	BORE, 30" STEEL ENCASEMENT, DIP GRAVITY SANITARY SEWER PIPE, 14", RESTRAINTED (INSTALLED WITHIN ENCASEMENT INC. SPACERS)	208	LF	$ 1,750.00	$ 364,000.00
8	CIPP REHABILITATION OF 8" SEWER	3500	LF	$ 63.00	$ 220,500.00
9	POINT REPAIR 8" - 12" SEWER UP TO 12' LONG (0'-6' DEPTH)	3	EA	$ 7,000.00	$ 21,000.00
10	POINT REPAIR 8" - 12" SEWER UP TO 12' LONG (6'-8' DEPTH)	3	EA	$ 8,000.00	$ 24,000.00
11	POINT REPAIR 8" - 12" SEWER UP TO 12' LONG (8'-10' DEPTH)	3	EA	$ 9,000.00	$ 27,000.00
12	POINT REPAIR 8" - 12" SEWER UP TO 12' LONG (GREATER THAN 10' DEPTH)	2	EA	$ 10,000.00	$ 20,000.00
13	PRECAST MANHOLE, 4-FOOT DIA STANDARD	330	VF	$ 1,200.00	$ 396,000.00
14	OUTSIDE DROP MANHOLE ATTACHMENT, PER DETAIL	3	EA	$ 7,500.00	$ 22,500.00
15	STONE EMBEDMENT AND UNDERCUT PIPELINE, 6-INCH DEPTH	600	FT	$ 20.00	$ 12,000.00
16	STONE EMBEDMENT AND UNDERCUT MANHOLE, 6-INCH DEPTH	5	EA	$ 1,000.00	$ 5,000.00
17	ABANDON SEWER PIPING IN PLACE (FLOWABLE FILL)	60	CY	$ 500.00	$ 30,000.00
18	ABANDON MANHOLE, PER DETAIL	10	EA	$ 1,500.00	$ 15,000.00
19	PRE-CCTV AND CLEANING; 8" GRAVITY SEWER	3500	LF	$ 10.00	$ 35,000.00
20	SEWER LATERALS, 4"	625	LF	$ 40.00	$ 25,000.00
21	SEWER LATERALS, 6"	500	LF	$ 50.00	$ 25,000.00
22	CIPP LATERAL LINING, 4"	875	LF	$ 95.00	$ 83,125.00
23	CIPP LATERAL LINING, 6"	375	LF	$ 95.00	$ 35,625.00
24	RECONNECT SERVICE LATERAL TO MAIN LINE USING CURED-IN-PLACE 'TOP HAT' FOLLOWING CIPP REHABILITATION OF MAIN LINE (RECONNECT ONLY)	25	EA	$ 4,000.00	$ 100,000.00
25	CUT PROTRUDING SERVICES USING ROBOTIC CUTTER	20	EA	$ 350.00	$ 7,000.00
26	COMPLETELY REINSTATE SERVICE USING ROBOTIC CUTTER AND BRUSH SMOOTH	25	EA	$ 200.00	$ 5,000.00
27	INSTALL CLEANOUT ON EXISTING SERVICE LATERAL	10	EA	$ 1,000.00	$ 10,000.00
28	CCTV INSPECT SERVICE LATERALS	60	EA	$ 425.00	$ 25,500.00
29	REHABILITATE MANHOLES USING SPRAY-APPLIED CEMENTITIOUS LINER	165	VF	$ 370.00	$ 61,050.00
30	INJECT PIPE CONNECTIONS, HOLES, JOINTS, OR LEAKS WITH CHEMICAL GROUT	200	GAL	$ 200.00	$ 40,000.00
31	REFORM BENCH AND INVERT	12	EA	$ 600.00	$ 7,200.00
32	BUILD BENCH AND INVERT	10	EA	$ 850.00	$ 8,500.00
33	REPLACE MANHOLE FRAME AND COVER	20	EA	$ 1,500.00	$ 30,000.00
34	REALIGN AND RESET FRAME IN PAVEMENT	5	EA	$ 825.00	$ 4,125.00
35	DUCTILE IRON WATER PIPE, 8"	350	LF	$ 125.00	$ 43,750.00
36	DUCTILE IRON WATER PIPE, 6"	5000	LF	$ 115.00	$ 575,000.00
37	BORE, 16" STEEL ENCASEMENT, DUCTILE IRON WATER PIPE, 8", RESTRAINTED (INSTALLED WITHIN ENCASEMENT, INC. SPACERS) STA 0+05 TO 2+09, 7TH AVE W/L	0	LF	$ 1,000.00	$ -
38	GATE VALVE, 8"	2	EA	$ 3,075.00	$ 6,150.00
39	GATE VALVE, 6"	22	EA	$ 2,200.00	$ 48,400.00
40	AIR RELEASE VALVE, 1-INCH	3	EA	$ 3,300.00	$ 9,900.00
41	COH STANDARD FIRE HYDRANT ASSEMBLY, 250PSI	10	EA	$ 11,500.00	$ 115,000.00
42	RECONNECT EXISTING FIRE HYDRANT	5	EA	$ 6,200.00	$ 31,000.00
43	ABANDON VALVE OR METER BOX	70	EA	$ 175.00	$ 12,250.00
44	ABANDON WATER PIPE IN-PLACE (FLOWABLE FILL)	15	CY	$ 600.00	$ 9,000.00
45	WATER SERVICE CONNECTION, SHORT SERVICE, 1"	35	EA	$ 1,850.00	$ 64,750.00
46	WATER SERVICE CONNECTION, SHORT SERVICE, 2"	4	EA	$ 3,200.00	$ 12,800.00
47	WATER SERVICE CONNECTION, LONG SERVICE, 1"	35	EA	$ 2,200.00	$ 77,000.00
48	WATER SERVICE CONNECTION, LONG SERVICE, 2"	4	EA	$ 4,000.00	$ 16,000.00
49	RECONNECT WATER SERVICE, SHORT SERVICE, 1"	0	EA	$ 1,850.00	$ -
50	RECONNECT WATER SERVICE, SHORT SERVICE, 2"	0	EA	$ 3,200.00	$ -
51	RECONNECT WATER SERVICE, LONG SERVICE, 1"	0	EA	$ 2,200.00	$ -
52	RECONNECT WATER SERVICE, LONG SERVICE, 2"	0	EA	$ 4,000.00	$ -
53	INSTALL NEW METER BOX	1	EA	$ 3,850.00	$ 3,850.00
54	REMOVE & REPLACE ROADWAY PAVEMENT	3500	SY	$ 147.00	$ 514,500.00
55	REMOVE & REPLACE CONCRETE SIDEWALK	250	SY	$ 200.00	$ 50,000.00
56	REMOVE & REPLACE CONCRETE CURB AND GUTTER	500	LF	$ 110.00	$ 55,000.00
57	REPLACE 3X5 CONCRETE STORMWATER BOX CULVERT	12	LF	$ 1,500.00	$ 18,000.00
58	SELECT BACKFILL MATERIAL (ALLOWANCE)	1000	CY	$ 35.00	$ 35,000.00
59	ROCK EXCAVATION (ALLOWANCE)	100	CY	$ 300.00	$ 30,000.00

x _____ - Josh Howard VP

NORTH CAROLINA PROFESSIONAL SEAL 054479 ENGINEER RICHARD SHOOK

6/24/25

Resolution #R-XXXXX

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE CONSTRUCTION OF ASHE STREET NEIGHBORHOOD AND 4TH AVENUE WATER AND SEWER REPLACEMENT

WHEREAS, the City of Hendersonville, North Carolina has received bids, pursuant to duly advertisement notice therefore, for construction of the Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement (DWSRF Project No. H-SRP-D-18-0174, CWSRF Project No. CS370444-12), and

WHEREAS, the City Engineer reviewed each bid for completeness and accuracy; and

WHEREAS, TP Howards Plumbing Co. Inc. was the lowest bidder for the Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement Project, and

WHEREAS, the City Engineer negotiated with the lowest bidder in order to reduce the total project costs. The City Engineer therefore recommends **TENATIVE AWARD** to the lowest bidder for the revised project cost.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that

1. The City Manager is authorized to execute a contract for the construction of the Ashe Street Neighborhood and 4th Avenue Water and Sewer Replacement (DWSRF Project No. H-SRP-D-18-0174 & CWSRF Project No. CS370444-12) to TP Howards Plumbing Co. Inc. in the total amount of $4,126,005.00.

2. The City Manager's authority to award and execute the construction contract granted by this Resolution is contingent upon the approval of the North Carolina Department of Environmental Quality (NCDEQ) and the approval of additional funding requested by the North Carolina Local Government Commission (NCLCG).

3. The City Manager is authorized to approve change orders which, cumulatively, do not exceed 10% of the approved contract amount of $4,126,005.00, provided that any necessary amendments must be brought to the City Council for approval, and provided that such change orders are approved by NCDEQ or the NCLCG if required by applicable laws or program regulations.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 10th day of July, 2024.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY
PLANNING DIVISION

SUBMITTER: Tyler Morrow

MEETING DATE: July 10th, 2024

AGENDA SECTION: Public Hearing

DEPARTMENT: Community Development

TITLE OF ITEM: Rezoning: Conditional Zoning District – Felicia Reeves Home (P24-24-CZD) – *Tyler Morrow– Current Planning Manager*

SUGGESTED MOTION(S):

For Approval:	**For Denial:**
I move City Council **adopt** an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property (PIN: 9569-44-7296) from R-10, Medium Density Residential to R-10-CZD, Medium Density Residential Conditional Zoning District, for the adaptive reuse of an existing structure for the use of a residential care facility based on the master site plan and list of conditions submitted by and agreed to by the applicant, [revision dated 6-3-24] and presented at this meeting and subject to the following: **1. The development shall be consistent with the site plan, including the list of applicable conditions contained therein, and the following permitted uses** Permitted Uses: 1. Adaptive Reuse o Residential Care Facility ***[for amendments to uses or conditions discussed and agreed upon in the meeting (between City & Developer) and not yet represented on the site plan, please use the following language**. Disregard #2 if not needed]* **2. Permitted uses and applicable conditions presented on the site plan shall be amended to include:** **3. The petition is found to be consistent with the City of Hendersonville 2030 Comprehensive Plan based on the information from the staff analysis and because:** The petition supports the City's 2030 Comprehensive Plan goals by adhering to	I move City Council **deny** an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject (PIN: 9569-44-7296) from R-10, Medium Density Residential to R-10-CZD, Medium Density Residential Conditional Zoning District based on the following: **1. The petition is found to be consistent with the City of Hendersonville 2030 Comprehensive Plan based on the information from the staff analysis and because:** The petition supports the City's 2030 Comprehensive Plan goals by adhering to the Preservation/Enhancement Area designation for the subject property. The proposal enhances and renovates a long-vacant and decaying structure without expanding it, promoting compatibility with the surrounding area. **2. We do not find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:** 1. The proposed reuse requires relief from a variety of applicable supplementary standards that could negatively impact the surrounding residential uses. 2. The proposed use of the site is inharmonious with the surrounding residential neighborhoods and incompatible with adjacent land uses.

the Preservation/Enhancement Area designation for the subject property. The proposal enhances and renovates a long-vacant and decaying structure without expanding it, promoting compatibility with the surrounding area. **4. Furthermore, we find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:** 1. The petition addresses a critical need for housing and services for local female veterans. 2. The petition proposes to renovate and repurpose an existing structure that has contributed to urban blight for the past decade. 3. The petition proposes to reduce the residential intensity of the previous use on the site (rest home). 4. Given the building's size and scale in the R-10 zoning district, there is no reasonable likelihood that the property will revert to a use permitted in the R-10 zoning district. **[DISCUSS & VOTE]**	3. The proposed development is inconsistent with the recommended density of Medium Intensity Neighborhood which is 2 to 8 units per acre as outlined in the 2030 comprehensive plan. **[DISCUSS & VOTE]**

SUMMARY:

The applicant has requested that their project be deferred until the August 1st City Council meeting. See deferral request below.

The City of Hendersonville is in receipt of an application for a Conditional Rezoning from Alyce Knaflich (Founding Director and Board Chair) of Aura Home Women Vets. The applicant is requesting to rezone the subject property, PIN 9569-44-7296 and located at 1744 Meadowbrook Terrace, from R-10 Medium Density Residential to R-10 CZD, Medium Density residential Conditional Zoning District for the adaptive reuse of an existing building for a residential care facility on approximately 0.69 acres.

The proposal includes the renovation of the existing structure. There are no proposed additions to the building. The structure is approximately 8,020 square feet and will be renovated in two phases.

The subject property is entirely within the 100-year floodplain and will be required to obtain any floodplain related approvals needed if the property is rezoned. The rezoning does not remove any required permitting.

PROJECT/PETITIONER NUMBER:	P24-24-CZD
PETITIONER NAME:	• Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets [Applicant & Owner]
ATTACHMENTS:	1. Applicant Deferral Request to the August 1st, 2024, Meeting 2. Staff Report 3. Proposed Site Plan Packet 4. Neighborhood Compatibility Summary 5. Planning Board Meeting Summary 6. Proposed Zoning Map 7. Draft Ordinance 8. Application / Owner Signature Addendum

Morrow, Tyler

From: Alyce Knaflich <aurahomewv@gmail.com>
Sent: Monday, June 24, 2024 2:32 PM
To: Morrow, Tyler
Subject: City Council Deferral

Follow Up Flag: Follow up
Flag Status: Flagged

Be Advised: This email originated from outside of the Hendersonville network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Tyler,

Nice to have a chat today!

Please submit for a deferral (postponement) on July 10th, 2024 City Council meeting for project Felicia Reeves at 1744 Meadowbrook Terrace to the August City Council meeting. I won't be in town on the above date to present to the City Council.

Sorry for any inconvenience this may present for the city.

Thank you for your understanding.

Ut Prosim,

Alyce Knaflich, Founding Director
Aura Home Women Vets
1 Dundee Street
Asheville, NC 28801
(828) 771-6979
aurahomewv@gmail.com
https://www.aurahomewomenvets.org
Facebook: Aura Home Women Vets

REZONING: CONDITIONAL REZONING –FELICIA REEVES HOME (P24-24-CZD)

CITY OF HENDERSONVILLE - COMMUNITY DEVELOPMENT STAFF REPORT

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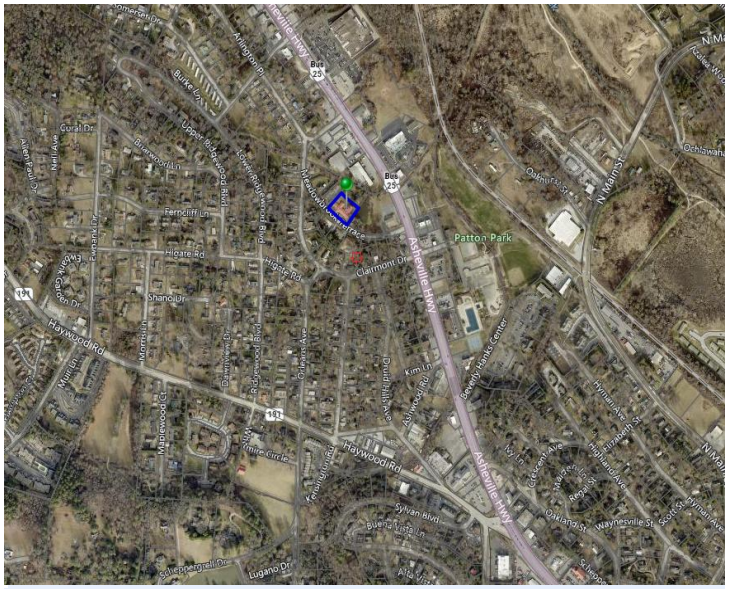
PROJECT SUMMARY

- Project Name & Case #:
  - Felicia Reeves Home
  - P24-24-CZD
- Applicant & Property Owner:
  - Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets [Applicant & Owner]
- Property Address:
  - 1744 Meadowbrook Terrace
- Project Acreage:
  - 0.69 Acres
- Parcel Identification (PIN):
  - 9569-44-7296
- Current Parcel Zoning:
  - R-10, Medium Density Residential
- Future Land Use Designation:
  - Medium Intensity Neighborhood
- Requested Zoning:
  - R-10-CZD, Medium Density Residential Conditional Zoning District
- Requested Uses:
  - Adaptive Reuse
    - Residential care facility
- Neighborhood Compatibility Meeting:
  - May 1st, 2024



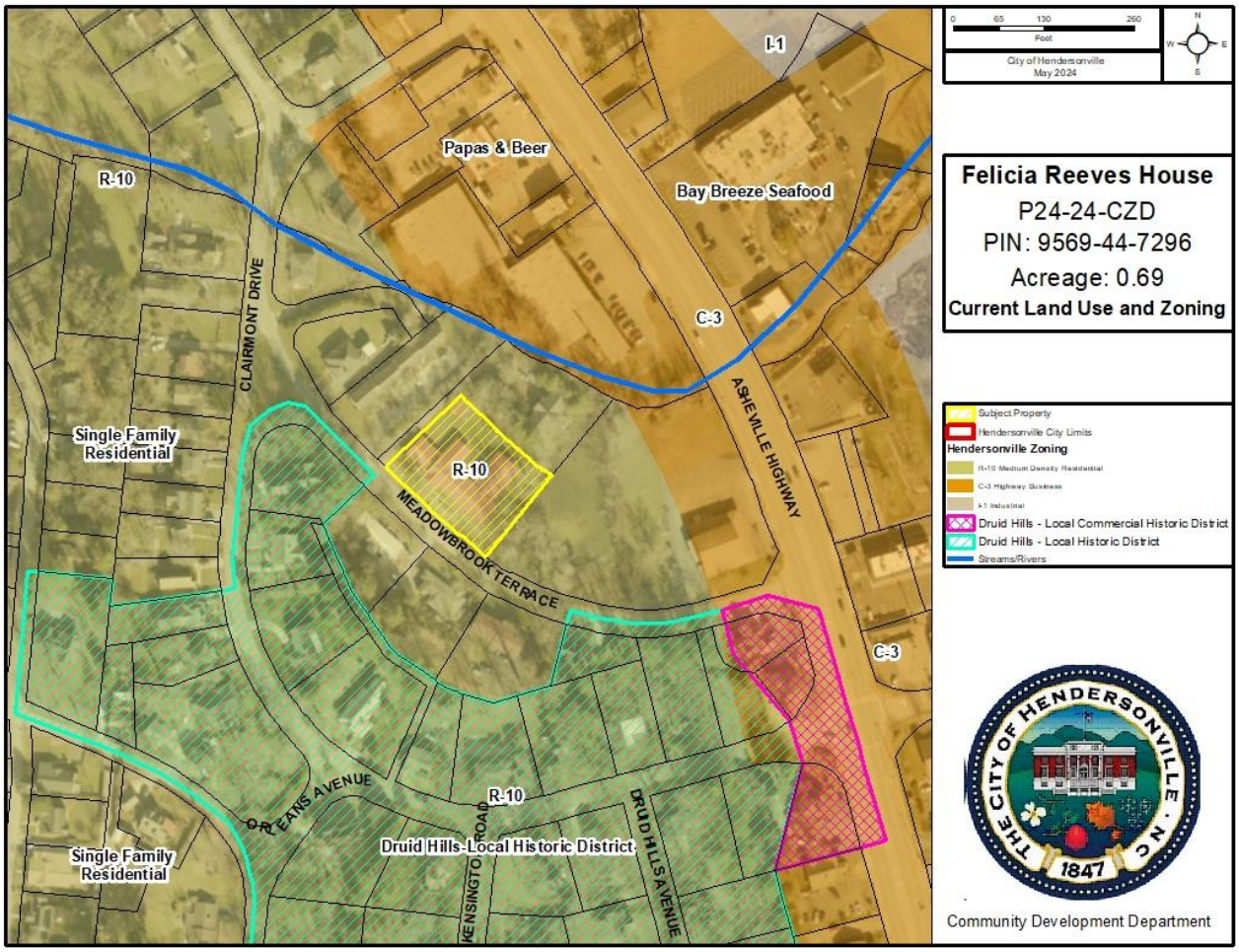
SITE VICINITY MAP

The City of Hendersonville is in receipt of an application for a Conditional Rezoning from Alyce Knaflich (Founding Director and Board Chair) of Aura Home Women Vets. The applicant is requesting to rezone the subject property, PIN 9569-44-7296 and located at 1744 Meadowbrook Terrace, from R-10 Medium Density Residential to R-10 CZD, Medium Density Residential Conditional Zoning District for the adaptive reuse of an existing building for a residential care facility on approximately 0.69 acres.

The proposal includes the renovation of the existing structure. There are no proposed additions to the building. The structure is approximately 8,020 square feet and will be renovated in two phases.

The subject property is entirely within the 100-year floodplain and will be required to obtain any floodplain related approvals needed if the property is rezoned. The rezoning does not remove any required permitting.

EXISTING ZONING & LAND USE



City of Hendersonville Current Zoning & Land Use Map

The subject property is located approximately 450' away from the major commercial corridor of Asheville Highway. The Asheville Highway corridor is to the north and east of the subject property and is comprised of a mix of commercial uses including restaurants, retail stores, grocery stores, and medical offices in the close proximity. All abutting properties are zoned R-10 Medium Density Residential. R-10 is the dominant zoning classification to the south and west of the subject property. The surrounding area is predominately comprised of single family residential, with some two family and small-scale multi-family present as well. Directly to the northwest of the subject property is a quadplex. A duplex can be found directly across the street from the subject property. The subject property is also within close proximity to the Druid Hills Local Historic District. However, the subject property is outside of the historic district and would not be required to follow the procedures for properties within the local historic district. The subject property is within close proximity to Patton Park. There is also an unnamed tributary of Brittain creek to the north of the subject property.

SITE IMAGES



View of the existing structure at 1744 Meadowbrook Terrace that is proposed to be renovated and used. No expansions of the existing building are proposed. The structure was constructed in 1960



View of the mature tree that is slated for removal on the front of the building in order to provide parking for the facility.

SITE IMAGES



View of the second access point at the north side of the building. This drive will provide access to the 6 parking spaces at the rear of the building.



View of the rear of the building where the additional 6 parking spaces are proposed.

SITE IMAGES



View of the existing 4 unit multi-family building that is directly adjacent to the subject property to the north.



View of the mature buffer to the northeast which is slated for preservation and will continue to be a buffer between the subject property and adjacent property.

SITE IMAGES

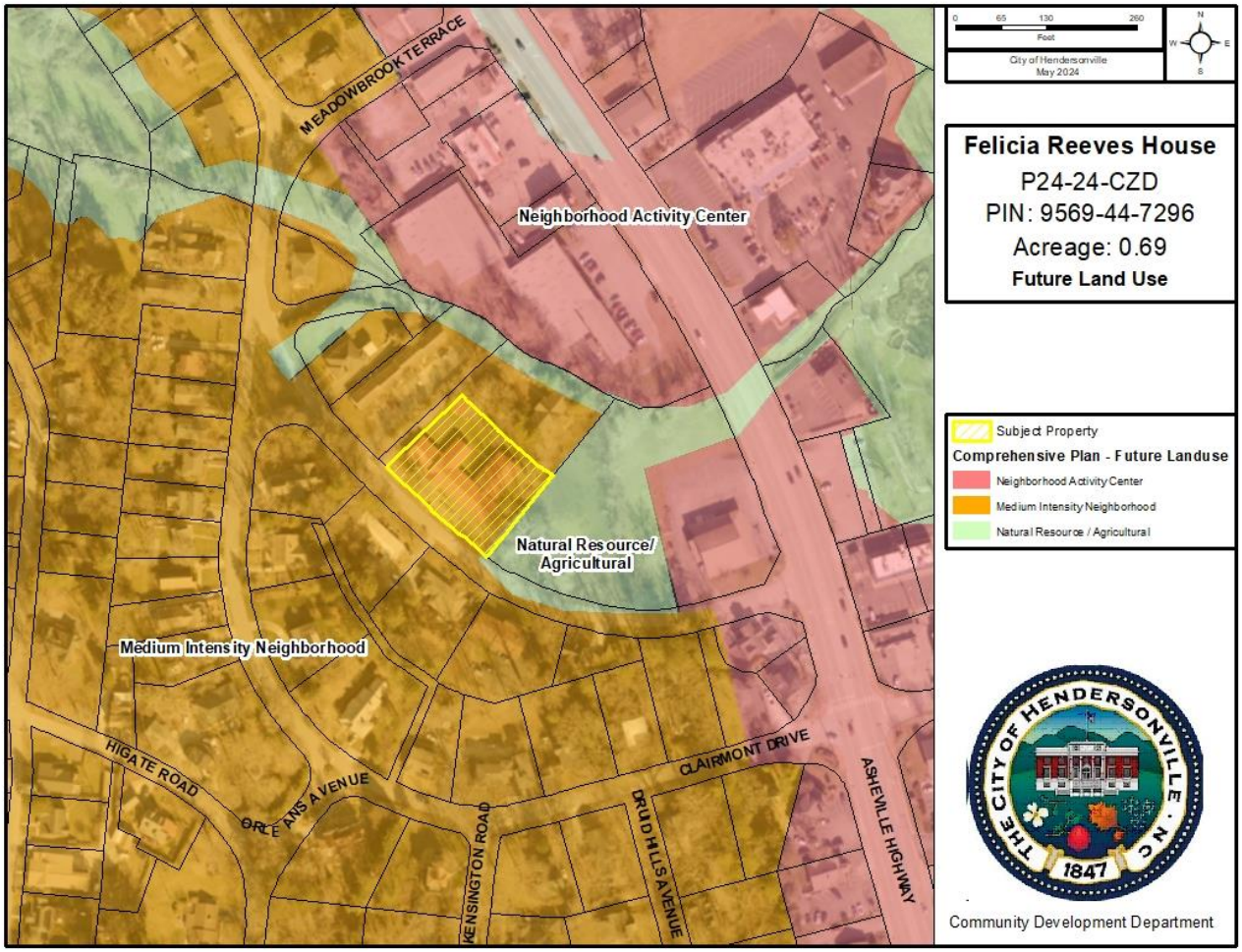


View of one of the expansion buildings listed as "phase II" on the site plan.



View of the pond located on the adjacent property to the east. The pond is located on the backside of the 1801 Asheville Highway property.

FUTURE LAND USE



City of Hendersonville Future Land Use Map

The subject property is designated a Medium Intensity Neighborhood in the 2030 comprehensive plan. The Medium Intensity Neighborhood encompasses all of the single-family residential neighborhoods to the south and west of the subject property (this includes the Druid Hills Historic District). Parcels to the east along the Asheville Highway Corridor are designated as Neighborhood Activity Center. The Natural Resource and Agricultural designation run along this area as well. This designation follows the unnamed tributary of Brittian creek to the north and also encompasses the pond located directly to the east of the subject property. It is worth mentioning that this property differs from most, in the fact that although this site is 100% within the 100-year floodplain, it is not designated as Naturel Resource and Agricultural.

GENERAL REZONING STANDARDS: COMPREHENSIVE PLAN CONSISTENCY	
Future Land Use	**Goal LU-6. Medium-Intensity Neighborhood:** Provide a transition between High and Low-Intensity Neighborhood areas while providing a wide range of housing formats and price points. Promote walkable neighborhood design and compatible infill development in new neighborhoods and as a means of preserving and enhancing existing neighborhoods. [CONSISTENT]
	Strategy LU-6.1. Locations: • Existing neighborhoods zoned R-15, R10, and R-6, including residential historic districts [CONSISTENT] • Existing or planned neighborhoods that reflect the same densities as the R-15, R-10 and R-6 zoning districts (Two to eight units per gross acre) [INCONSISTENT] • Undeveloped properties that are surrounded by or adjacent to the above neighborhoods [INCONSISTENT]
	Strategy LU-6.2. Primary recommended land uses: • Single-family attached and detached residential [INCONSISTENT] • Open space [SOMEWHAT CONSISTENT] **Strategy LU-6.3 Secondary recommended land uses**: • Limited multi-family residential along roadways designated as Boulevards or Major Thoroughfares on the Future Land Use Map [INCONSISTENT] • Planned Residential Developments [CONSISTENT] • Local public and institutional uses [INCONSISTENT] • Recreational amenities [INCONSISTENT]
	Strategy LU-6 .4 Development guidelines: • Two to eight units per gross acre [INCONSISTENT] • At least 60% open space in new developments on three or more acres [INCONSISTENT (less than 3 acres)] • Architectural guidelines to encourage compatibility when different housing types abut one another (e.g. similar building height, massing, roof pitch, and rhythm of windows and façade detailing) [INCONSISTENT] • Encouragement of walkable neighborhood design, as described under Goal PH-3 in Chapter 2 [INCONSISTENT]
Land Use & Development	The property is designated as a "Preservation/Enhancement Area" on the Growth Management Map (Map 8.3a). "Developed areas in which few significant changes are expected, or undeveloped areas that are not considered a high priority for growth. The City should respond to development or redevelopment in these areas by maintaining and enhancing existing neighborhood character and maintaining consistency with Comprehensive Plan goals and strategies". [SOMEWHAT CONSISTENT]
	Goal LU-1. Encourage infill development that utilizes existing infrastructure in order to maximize public investment and revitalize existing neighborhoods. [CONSISTENT]
Population & Housing	Housing Affordability: • Growth in home values in Hendersonville and Henderson County has outpaced the Asheville MSA, North Carolina and the United States. • Home appreciation rates have exceeded income and population growth,

	creating a need for affordable housing and a mismatch between jobs and housing in Hendersonville. • Comprehensive Plan Survey respondents overwhelmingly felt that there is an inadequate supply of safe/decent affordable housing in Hendersonville. • Participants at Steering Committee and public meetings expressed a desire for a mix of housing types that are affordable to a range of incomes
	Strategy PH-1.1. Promote compatible infill development.
	Action PH-1.5.6. Promote the installation of street trees through private redevelopment projects and targeted installations in locations such as "park streets" identified in Strategy CF-7.1 in Chapter 5
	Goal PH-2. Encourage a wide range of housing types and price points in order to meet the diverse and evolving needs of current and future residents, match the housing supply with the local workforce, and promote diverse neighborhoods.
	Strategy PH-3.2. Encourage mixed land use patterns that place residents within walking distance of services.
Natural & Environmental Resources	Goal NR-1. -Preserve environmentally sensitive areas in order to protect life and property from natural hazards, protect water resources, and preserve natural habitat.
	Strategy NR-1.1. Discourage and reduce development of structures and impervious surfaces within the FEMA Floodway and 100- Year Floodplain (see Map 3.3a).
	Action NR-1.1.1 Maintain and enforce the provisions of the City's Flood Protection Standards as development and redevelopment occur
	Goal NR-2. - Provide a variety of quality open space, distributed equitably throughout Hendersonville, that can be used for recreational opportunities and aesthetic enhancements
	Strategy NR-2.3 Promote preservation of woodlands. Mature trees and wooded areas are significant community-defining natural features that contribute to Hendersonville's identity. Trees provide several additional community benefits, as described in Figure 3.3c.
	Action NR-2.3.1 Continue to encourage tree preservation by providing existing tree preservation credit toward landscaping requirements
	Action NR-2.3.5 Encourage larger developments to place structures and roadways in areas where land has been disturbed and trees have already been removed
	Goal NR-3. Reduce the ecological footprint of developed and developing areas in order to reduce the impact on natural resources, create a healthy, sustainable community and reduce energy costs.
Cultural & Historic Resources	Strategy CR-1.3. Promote investment in and adjacent to Historic Districts through compatible infill development, particularly on currently underutilized, non historic properties
Community Facilities	No Goals, Strategies or Actions are directly applicable to this project.
Water Resources	Goal WR-2. Understanding that communities and the natural environment located downstream are dependent on clean water, strive to preserve the

	quality of water as it flows through Henderson County
	Strategy WR-2.2. Prevent development of floodplains and stream corridors in order to preserve natural drainage patterns and improve the quality of stormwater runoff.
Transportation & Circulation	Meadowbrook Terrace is designated as a local street according to Map 7.3a: Transportation Plan
	Walk Hendo identified sidewalks along Meadowbrook Terrace as a priority. • From US 25 to Arlington Place • This sidewalk was called out as a "City priority project"
	Strategy TC-1.2. Identify and prioritize needed pedestrian connections within the community.
	Goal TC-4. Promote an integrated mass transit system that addresses local and regional needs
	Strategy TC-4.2. Ensure that all bus stops are in locations that can be accessed safely and conveniently by pedestrians.

REZONING ANALYSIS – GENERAL REZONING STANDARDS (ARTICLE 11-4)

GENERAL REZONING STANDARDS	
Compatibility	**Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject property –**
	The building on the site was initially constructed in 1960. The site has operated mostly as a retirement care facility. The last retirement home appeared to be in operation until 2012 (according to aerial imagery). According to seniorcare.com the facility had a 30-person capacity for "branch 1" and a 10-person capacity of "branch 2". The density associated with the previous use was higher than what is being proposed with the Residential Care Facility. The age of the building in relation with the previous higher density commercial use shows that this use can be compatible with the surrounding area.
Changed Conditions	**Whether and the extent to which there are changed conditions, trends or facts that require an amendment -**
	The rest home use that previously occupied the site was a legal non-conforming use. Since that use vacated the property for more than 180 days, it cannot be reestablished. For this reason, it is likely that any use that goes into this building will require a rezoning (more than likely an adaptive reuse CZD). The size of the building and limitations in R-10 zoning does not make reuse of the existing structure into a conforming use easy.
Public Interest	**Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern that benefits the surrounding neighborhood, is in the public interest and promotes public health, safety and general welfare -**
	Henderson County and Hendersonville have a large number of unhoused citizens. The City has worked with local nonprofits, other government agencies as well as churches in coordination with the City created Homeless Resource Team. The City understands the need to aid in housing the unhoused in our community. Some of the most vulnerable within an already vulnerable unhoused population can be our veterans. The proposed development would house homeless female veterans in our community. The existing building is largely in disrepair and contributing to urban blight. The building/site is limited in the renovations and upfits that they can do due to the fact that the building is devoted to a nonconforming use. Henderson County lists this building as being in "poor" condition and the physical depreciation being 83% bad. If rezoned, the property could be renovated and provide a service to the community.
Public Facilities	**Whether and the extent to which adequate public facilities and services such as water supply, wastewater treatment, fire and police protection and transportation are available to support the proposed amendment**
	The building is currently served by City of Hendersonville services, this will continue if rezoned and renovated. The proposed site is approximately 600' from an Apple Country Public Transit stop. This distance is within walking distance for someone to use this service.

Effect on Natural Environment	**Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment including but not limited to water, air, noise, storm water management, streams, vegetation, wetlands and wildlife -**
	Mature Trees: There are a large number of mature trees and vegetation around the subject property. This mature vegetation creates a buffer around 3 sides of the parcel. All of this existing vegetation is slated for preservation. One mature tree is slated for removal on the front of the building to make way for the new drive aisle. **Floodplain:** The subject property is completely within the 100-year floodplain. The subject development will be required to meet any applicable standards in Chapter 17 of the zoning ordinance and any other applicable floodplain-related permitting if approved.

DRAFT COMPREHENSIVE PLAN CONSISTENCY AND REZONING REASONABLENESS STATEMENT

The petition is found to be **consistent** with the City of Hendersonville 2030 Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:

The petition supports the City's 2030 Comprehensive Plan goals by adhering to the Preservation/Enhancement Area designation for the subject property. The proposal enhances and renovates a long-vacant and decaying structure without expanding it, promoting compatibility with the surrounding area.

We **[find/do not find]** this petition to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

DRAFT [Rationale for Approval]

- *The petition addresses a critical need for housing and services for local female veterans.*
- *The petition proposes to renovate and repurpose an existing structure that has contributed to urban blight for the past decade.*
- *The petition proposes to reduce the residential intensity of the previous use on the site (retirement home).*
- *Given the building's size and scale in the R-10 zoning district, there is no reasonable likelihood that the property will revert to a use permitted in the R-10 zoning district.*

DRAFT [Rational for Denial]

- *The proposed reuse requires relief from a variety of applicable supplementary standards that could negatively impact the surrounding residential uses.*
- *The proposed use of the site is inharmonious with the surrounding residential neighborhoods and incompatible with adjacent land uses.*
- *The proposed development is inconsistent with the recommended density of Medium Intensity Neighborhood which is 2 to 8 units per acre as outlined in the 2030 comprehensive plan.*

STAFF SITE PLAN REVIEW – SUMMARY COMMENTS

PROPOSED REQUEST DETAILS

Site Plan Summary:

- Proposed Uses:
  - Adaptive Reuse
    - **Residential care facility**: "Establishments primarily engaged in the provision of residential, social and personal care for children, the aged and special categories of persons with some limits on ability for self-care but where medical care is not a major element. Such facilities include homes for the aged and infirm and other similar residential care uses not otherwise defined in this ordinance."

- Building:
  - Existing building and shed to be renovated and used- 8,020 SF
    - Phase I: 4,846 SF (existing building) 350 SF (existing shed)
    - Phase II: 2,824 SF (existing building)
  - No new building construction is proposed. The entire project will be within the existing building footprint.
  - The project is proposed to be completed in two phases:
    - Phase I-
      - 5 client residential rooms
      - 1 director residential room
      - Exercise room
      - TV/game room
      - Counselor's office
      - Classroom
      - Laundry Room
      - Existing shed to be renovated
    - Phase II
      - Kitchen
      - Security Room
      - Pantry
      - 6 client residential rooms
  - The facility will have 11 clients and 1 director living on site. This equates to 17 persons per acre. The maximum density for a residential care facility is 26 persons per acre.

- Transportation:
  - The site will have two access points from Meadowbrook Terrace (local street).
  - The main access to the development will be a one-way travel lane that runs parallel to the front of the building.
  - A secondary travel lane will be provided along the northwestern property boundary that will provide access to 6 parking spaces that will be located to the side/rear of the building.

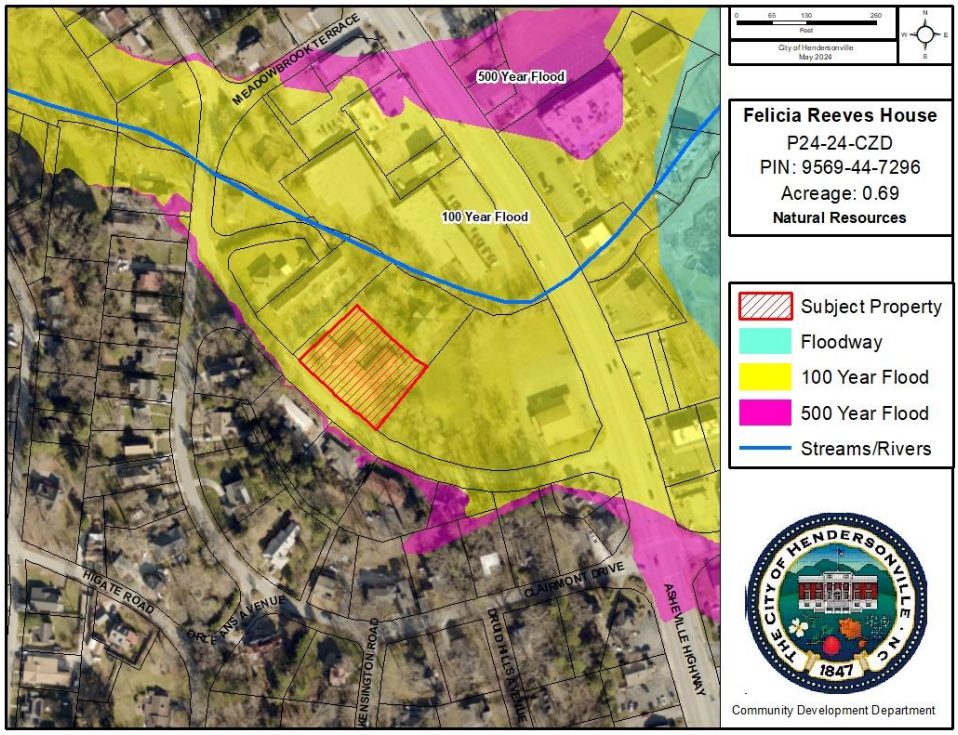
- Sidewalks
  - The development will provide sidewalks along their entire property frontage on Meadowbrook Terrace.
  - Per condition, the developer proposes installing sidewalks as a component of phase II.
  - Sidewalks along Meadowbrook were identified as a priority in Walk Hendo.

- Lighting
  - All site lighting will be required to conform to the City's lighting standards for multi-family developments. The lighting plan is a component of the final site plan review.

- Parking:
  - Parking is required at "One off-street parking space shall be provided for each six beds in the facility. Such off-street parking shall be screened so that it is not readily visible from the street or from adjoining residential uses."
    - Parking required: 3 spaces.
    - Parking provided: 14 spaces
      - The 8 parking spaces in the front will be screened by landscaping
      - The six parking spaces at the rear will be screened by the building.
  - Drive Aisles
    - The front drive access is proposed to be 15' wide for one way travel, which is permitted by code for 45-degree parking.
- Landscaping
  - This development will be required to provide:
    - Vehicular Use Landscaping (Sec. 15-9. - Landscaping for vehicular use areas.)
      - Interior parking lot plantings.
      - Buffer from street plantings.
    - Street trees (Sec. 15-15)
    - Common Space landscaping (15-13)
    - Open Space landscaping (Sec. 15-14)

- Floodplain
  - According to the 2008 FEMA floodplain maps, all portions of this property falls within the Special Flood Hazard area.
  - The map below shows the mapped floodway, 100-year floodplain and 500 year floodplain, as well as a blueline stream to the north.
  - Even if rezoned, the project will still have to be reviewed for conformance with any applicable City floodplain requirements as well as any FEMA requirements.
  - This project would be classified as "Redevelopment in the floodway and special flood hazard area" and would have to adhere to 17-2-4 in the zoning ordinance.

- The existing building is approximately 1' 6" below the base flood elevation. If the building renovation costs trigger the requirement to come into conformance with current standards then the building will have to be raised 3' 6" to bring the entire structure 2 feet above the base flood elevation.



- Supplementary Standards
  - Adaptive Reuse
    - The developer proposes the reuse of a structure or structures used historically for a use permitted in the zoning district classification but for which there is no longer any reasonable demand for such previous use, or the developer proposes the reuse of a structure or structures used historically as nonconforming use and there is no reasonable likelihood that the property will revert to a use permitted in the zoning district classification.
      - *With a building of this size and scale in R-10 there is no reasonable likelihood that the property will revert to a use permitted in the zoning district classification.*
    - The developer shall state the precise nature of the proposed adaptive reuse, which shall be compatible with neighboring residential uses. If a special use permit is granted for the adaptive reuse, future use of the property shall be limited to the specified use unless
      - 1) the use is changed to another use permitted in the zoning classification or
      - 2) a new adaptive reuse is approved.
        - *The proposed use for this development is as follows "residential care facility for women's veterans will be completed in phases ultimately providing living accommodations for twelve (12) occupants including on-site*

director. Support functions to include kitchen, laundry, classroom, exercise room and tv/game room."

- The adaptive reuse shall be housed in an existing structure or structures.
    - *The proposed adaptive reuse is completely within an existing structure with no expansion proposed.*
- Such structures may be modified or expanded so long as the gross floor area is not increased by more than ten percent and so long as the appearance of the modification is in harmony with the neighboring residential uses.
    - *No expansion is proposed.*
- Off-street parking meeting the requirements of section 6-5, above, shall be provided. Such off-street parking shall be screened so that it is not readily visible from the street or from adjoining residential uses.
    - *The facility is required to have 3 parking spaces. They are proposing to have 14 spaces. The spaces behind the building will be buffered by the building and existing vegetation. The parking spaces on the front of the building will be screened by a "buffer from street" as well as street trees.*
- The adaptive reuse may have one sign not exceeding four square feet in area.
    - *The development is showing 1 sign at the front of the building not exceeding 4 square feet in size.*
- The developer shall propose, install and maintain landscaping which will assist in giving it a residential appearance.
    - *The development is preserving all existing landscaping (minus one tree on the front of the building). They will also be required to bring the site into compliance with current landscape ordinance requirements for Vehicular Use landscaping, Street Trees, Open space landscaping, Common open space landscaping*
- The adaptive reuse shall provide open space which shall be not less than 60 percent of the total area of the development parcel.
    - *The development is proposing to provide 36% open space due to existing site constraints (per condition).*
- Lighting for the adaptive reuse shall be no more than is necessary for safe use of the facility, and shall be designed and installed so that it is directed away from the roadway and any adjacent properties.
    - *The development will be providing site lighting in accordance with the City's requirements at final site plan. They will be required to meet the standards for multi-family site lighting.*
- Traffic generated by the adaptive reuse shall not be expected to cause an inconvenience to residents of the neighborhood.
    - *This use has a low expected trip generation.*
- The developer shall propose hours of operation for the adaptive reuse which are designed to be compatible with neighboring residential uses. Such hours of operation shall become a condition of the special use permit, violation of which shall be grounds for

revocation of the permit.
    - *Per the site plan "Access to the facility will be 24/7 with a resident director. After normal business hours, security personnel will also be stationed inside the building entrance."*
- Supplementary Standards
    - Residential Care Facility
        - The facility shall be situated in an existing residential structure. This structure may be expanded or altered so long as the facility remains residential in scale and appearance.
            - *The development team is asking for a condition for this requirement since the current building is classified as a commercial building and not residential. The structure will not be expanded or altered.*
        - One off-street parking space shall be provided for each six beds in the facility. Such off-street parking shall be screened so that it is not readily visible from the street or from adjoining residential uses.
            - *The facility is required to have 3 parking spaces. They are proposing to have 14 spaces. The spaces behind the building will be buffered by the building and existing vegetation. The parking spaces on the front of the building will be screened by a "buffer from street" as well as street trees.*
        - The facility may have one sign not exceeding four square feet in area. Such sign shall not be illuminated.
            - *The development is showing 1 sign at the front of the building not exceeding 4 square feet in size.*
        - The facility shall not exceed two stories in height.
            - *The existing building is 1 story (16' in height).*
        - The facility shall propose, install and maintain landscaping which will assist in giving it a residential appearance.
            - *The development is preserving all existing landscaping (minus one tree on the front of the building). They will also be required to bring the site into compliance with current landscape ordinance requirements for Vehicular Use landscaping, Street Trees, Open space landscaping, Common open space landscaping*
        - The facility shall propose, develop and maintain common open space for the use of its residents, which shall amount to not less than 15 percent of the site.
            - *The development is providing 15% common open space that they will maintain.*
        - Lighting for the facility shall be designed and installed so that it is directed away from the roadway and any adjacent properties.
            - *The development will be providing site lighting in accordance with the City's requirements at final site plan. They will be required to meet the standards for multi-family site lighting.*
        - Density for residential care facilities shall not exceed 26 persons per acre.
            - *The proposed density is 17 persons per acre.*
        - No traffic shall be generated by such facility in greater volumes than

would normally be expected in a residential neighborhood.
  - *This use has a expected trip generation.*

- Previous Use on the Site:
  - Photo below taken December 29th, 2011. Judging by previous records, it appears that this rest home had a capacity between 30 and 40 persons.
  - The structure was built in 1960 and would appear to have operated as a retirement home for the majority of those years.
  - Judging by aerial imagery, this site has been somewhat or completely vacant since 2011. This has led to a great deal of depreciation of the building.



DEVELOPER PROPOSED CONDITIONS:

1. Widen existing gravel access drive to 20'-0" +/- from Meadowbrook Terrace to shed as shown (24' City Standard)

2. Renovation/adaptive reuse of existing commercial building for proposed residential care facility for women's veterans will be completed in phases ultimately providing living accommodations for twelve (12) occupants including on-site director. Support functions to include kitchen, laundry, classroom, exercise room and tv/game room.

3. Reduction in required open space from 60% to 36%.

4. New sidewalk will be provided in phase II.

PLANNING BOARD PROPOSED CONDITION:

1. "A fenced and landscaped buffer shall be provided on the western and southern property boundaries. Fencing shall be a minimum of 6' in height. The buffer provided shall be similar to the buffer requirements for a "Day Center". All fencing shall be built in such a way to meet any applicable floodplain requirements."

    a. Day Center Buffer Requirements:
        i. "15-foot B-type buffer meeting the requirements of article XV. Additionally, the buffer shall include a fully opaque vertical masonry wall or wood fence at least six feet (6') in height. "Fully opaque" shall mean that no more than ten percent (10%) of the surface of the fence or wall shall be left open and the finished side of the fence or wall shall face the abutting property."

OUTSTANDING ISSUES & CITY PROPOSED CONDITIONS:

COMMUNITY DEVELOPMENT

Site Plan Comments:

- The site plan accompanying this petition meets the standards established by the Zoning Ordinance for R-10 CZD (5-4-4) (minus any developer proposed conditions and the following).
    - All final landscaping calculations, species and placement shall be worked out with staff during final site plan review.

Proposed City-Initiated Conditions:

- None

CITY ENGINEER

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

WATER / SEWER

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

FIRE MARSHAL

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

STORMWATER ADMINISTRATOR

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

FLOODPLAIN ADMINISTRATOR

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

PUBLIC WORKS

Site Plan Comments:

- None

Proposed City-Initiated Conditions:

- None

NCDOT

Site Plan Comments:

- None

Proposed NCDOT-Initiated Conditions:

- None

HENDERSON COUNTY SOIL & EROSION CONTROL

Site Plan Comments:

- None

Proposed Condition:

- None

TRANSPORTATION CONSULTANT (KIMLEY HORN)

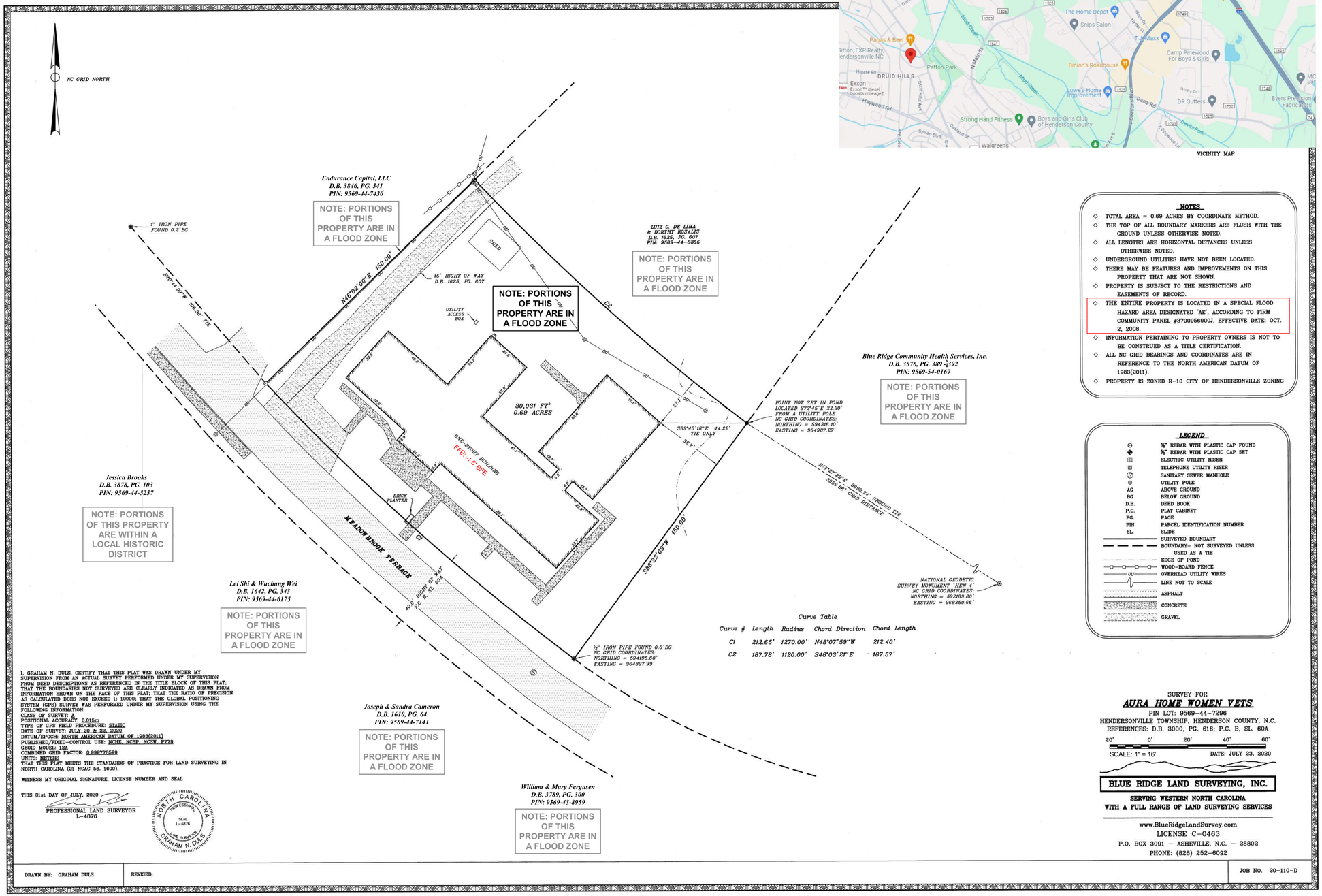
TIA Comments:

- A TIA was not required for this project due to the low expected trip generation. The City's triggers of 100 peak hour trips and 1,000 daily trips were not met.
- Per the City's Traffic Consultant Jonathan Guy "ITE over the years has culled much of the unique projects and recommends local data collection for these type projects. However, I have provided assisted living (ITE 254) as a comparison. While this is intended for patrons of an older demographic, it actually aligns well. There is limited support to aid in some services, but most are still independent and can come and go. Some have access to cars, others do not. The number of staff is larger than what would be here. Also, the studies that develop the generation numbers are for larger facilities, around 100 beds. So, the numbers are skewed higher than likely, especially for the Daily number. The AM and PM are within what I would anticipate. I have also shown the Townhome and the Multifamily for the 13 unit developments. You can see how these align with ITE 254 as well."

Trip Generation									
Land Use	Intensity	Units	Daily	AM Peak Hour			PM Peak Hour		
				Total	In	Out	Total	In	Out
Residential Land Uses			**262**	**33**	**10**	**23**	**36**	**20**	**16**
215 - Single-Family Attached Housing	13	DU	49	1	0	1	4	2	2
220 - Multifamily Housing (Low-Rise)	13	DU	159	27	6	21	26	16	10
254 - Assisted Living	13	BED	54	5	4	1	6	2	4
Subtotal			**262**	**33**	**10**	**23**	**36**	**20**	**16**
Internal Capture			**0**	**0**	**0**	**0**	**0**	**0**	**0**
Pass-By			**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Net New External Trips			**262**	**33**	**10**	**23**	**36**	**20**	**16**

Proposed Condition:

- None



VICINITY MAP

NOTES

- TOTAL AREA = 0.69 ACRES BY COORDINATE METHOD.
- THE TOP OF ALL BOUNDARY MARKERS ARE FLUSH WITH THE GROUND UNLESS OTHERWISE NOTED.
- ALL LENGTHS ARE HORIZONTAL DISTANCES UNLESS OTHERWISE NOTED.
- UNDERGROUND UTILITIES HAVE NOT BEEN LOCATED.
- THERE MAY BE FEATURES AND IMPROVEMENTS ON THIS PROPERTY THAT ARE NOT SHOWN.
- PROPERTY IS SUBJECT TO THE RESTRICTIONS AND EASEMENTS OF RECORD.
- THE ENTIRE PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA DESIGNATED 'AE', ACCORDING TO FIRM COMMUNITY PANEL #3700956900J, EFFECTIVE DATE: OCT. 2, 2006.
- INFORMATION PERTAINING TO PROPERTY OWNERS IS NOT TO BE CONSTRUED AS A TITLE CERTIFICATION.
- ALL NC GRID BEARINGS AND COORDINATES ARE IN REFERENCE TO THE NORTH AMERICAN DATUM OF 1983(2011).
- PROPERTY IS ZONED R-10 CITY OF HENDERSONVILLE ZONING

LEGEND

⊙	⅝" REBAR WITH PLASTIC CAP FOUND
◆	⅝" REBAR WITH PLASTIC CAP SET
E	ELECTRIC UTILITY RISER
T	TELEPHONE UTILITY RISER
S	SANITARY SEWER MANHOLE
⊕	UTILITY POLE
AG	ABOVE GROUND
BG	BELOW GROUND
D.B.	DEED BOOK
P.C.	PLAT CABINET
PG.	PAGE
PIN	PARCEL IDENTIFICATION NUMBER
SL.	SLIDE
	SURVEYED BOUNDARY
	BOUNDARY- NOT SURVEYED UNLESS USED AS A TIE
	EDGE OF POND
	WOOD-BOARD FENCE
OU	OVERHEAD UTILITY WIRES
	LINE NOT TO SCALE
	ASPHALT
	CONCRETE
	GRAVEL

Curve Table

Curve #	Length	Radius	Chord Direction	Chord Length
C1	212.65'	1270.00'	N48°07'59"W	212.40'
C2	187.78'	1120.00'	S48°03'21"E	187.57'

I, GRAHAM N. DULS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY PERFORMED UNDER MY SUPERVISION FROM DEED DESCRIPTIONS AS REFERENCED IN THE TITLE BLOCK OF THIS PLAT; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION SHOWN ON THE FACE OF THIS PLAT; THAT THE RATIO OF PRECISION AS CALCULATED DOES NOT EXCEED 1: 10000; THAT THE GLOBAL POSITIONING SYSTEM (GPS) SURVEY WAS PERFORMED UNDER MY SUPERVISION USING THE FOLLOWING INFORMATION:
CLASS OF SURVEY: A
POSITIONAL ACCURACY: 0.05cm
TYPE OF GPS FIELD PROCEDURE: STATIC
DATE OF SURVEY: JULY 20 & 22, 2020
DATUM/EPOCH: NORTH AMERICAN DATUM OF 1983(2011)
PUBLISHED/FIXED-CONTROL USE: NCHE, NCSP, NCSW, P772
GEOID MODEL: 18A
COMBINED GRID FACTOR: 0.999778599
UNITS: METERS
THAT THIS PLAT MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56. 1600).

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL

THIS 31st DAY OF JULY, 2020

PROFESSIONAL LAND SURVEYOR
L-4876

NORTH CAROLINA PROFESSIONAL SEAL L-4876 LAND SURVEYOR GRAHAM N. DULS

SURVEY FOR
AURA HOME WOMEN VETS
PIN LOT: 9569-44-7296
HENDERSONVILLE TOWNSHIP, HENDERSON COUNTY, N.C.
REFERENCES: D.B. 3000, PG. 616; P.C. B, SL. 60A

20' 0' 20' 40' 60'
SCALE: 1" = 16' DATE: JULY 23, 2020

BLUE RIDGE LAND SURVEYING, INC.
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DRAWN BY: GRAHAM DULS | REVISED: | JOB NO. 20-110-D

NOTE: PROPERTY IS LOCATED WITHIN THE LIMITS OF THE CITY OF HENDERSONVILLE

REVISIONS

FOR REVIEW ONLY

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(828) 253-8265

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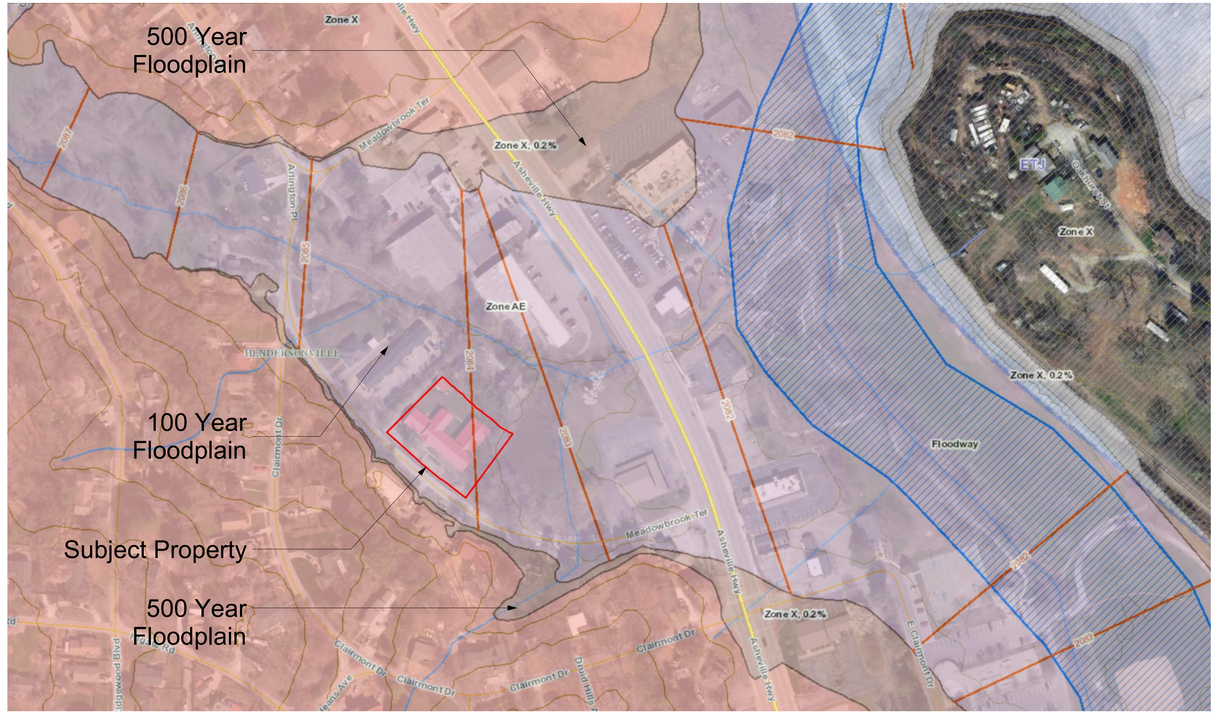
Proposed Renovations
Felicia Reeves (aka Aura) Home for Women Veterans
1744 Meadowbrook Terrace - Hendersonville, NC

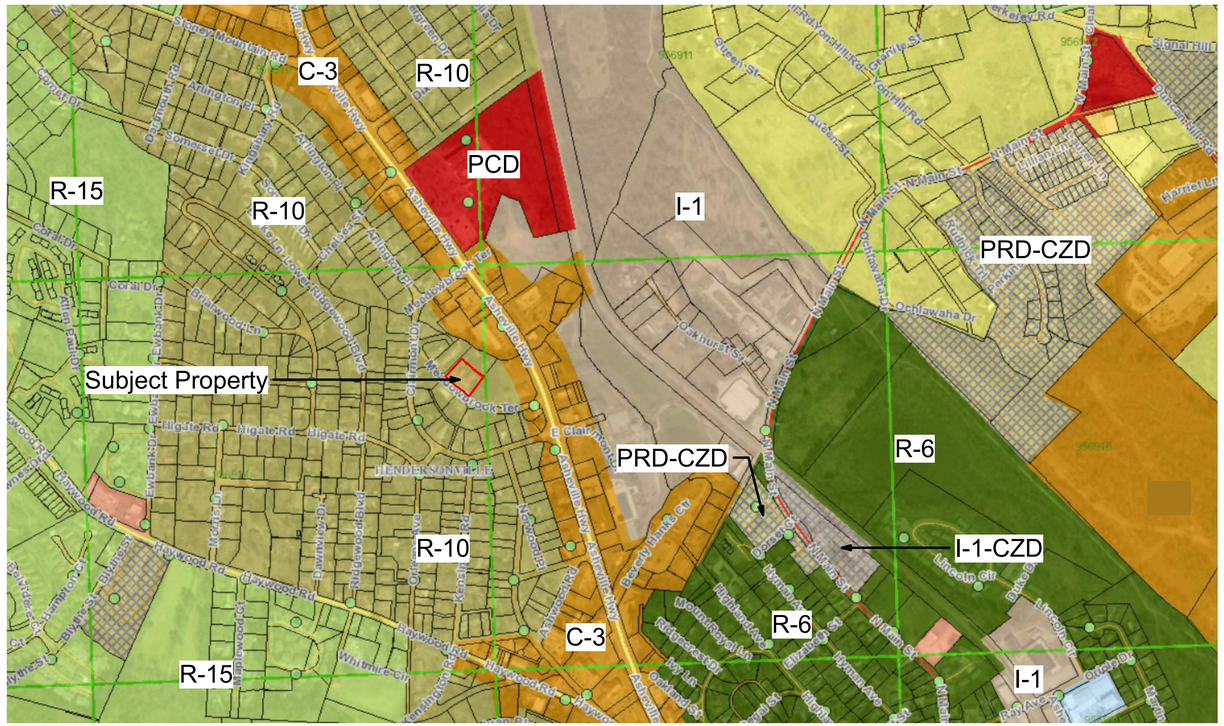
SHEET TITLE: Site Survey
DATE: 06.03.2024
JOB NO.: 23-0700
SHEET: C1.1



Googe View Showing Existing Trees



Flood Map



Zoning Map

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Proposed Renovations
Felicia Reeves (aka Aura) Home for Women Veterans

1744 Meadowbrook Terrace - Hendersonville, NC

SHEET TITLE
Zoning, Flood Maps, Aerial View

SHEET C1.2

DATE 06.03.2024

JOB NO. 23-0700

CONDITION TABLE

DEVELOPER PROPOSED CONDITIONS

WIDEN EXISTING GRAVEL ACCESS DRIVE TO 20' - 0" +/- FROM MEADOWBROOK TERRACE TO SHED AS SHOWN (24' CITY STANDARD).

RENOVATION/ADAPTIVE REUSE OF EXISTING COMMERCIAL BUILDING FOR PROPOSED RESIDENTIAL CARE FACILITY FOR WOMEN'S VETERANS WILL BE COMPLETED IN PHASES ULTIMATELY PROVIDING LIVING ACCOMMODATIONS FOR TWELVE (12) OCCUPANTS INCLUDING ON-SITE DIRECTOR. SUPPORT FUNCTIONS TO INCLUDE KITCHEN, LAUNDRY, CLASSROOM, EXERCISE ROOM AND TV/GAME ROOM.

REDUCTION IN REQUIRED OPEN SPACE FROM 60% TO 36%.

NEW SIDEWALK WILL BE PROVIDED IN PHASE II.

CITY PROPOSED CONDITIONS

OWNER/DEVELOPER INFORMATION

AURA HOME WOMEN VETS
P.O. BOX 14
ASHEVILLE, NC 28802

MS. ALYCE KNAFLICH
828.771.6979
AURAHOME.ALYCE@GMAIL.COM

HOURS OF OPERATION:

ACCESS TO THE FACILITY WILL BE 24/7 WITH A RESIDENT DIRECTOR. AFTER NORMAL BUSINESS HOURS, SECURITY PERSONNEL WILL ALSO BE STATIONED INSIDE THE BUILDING ENTRANCE.

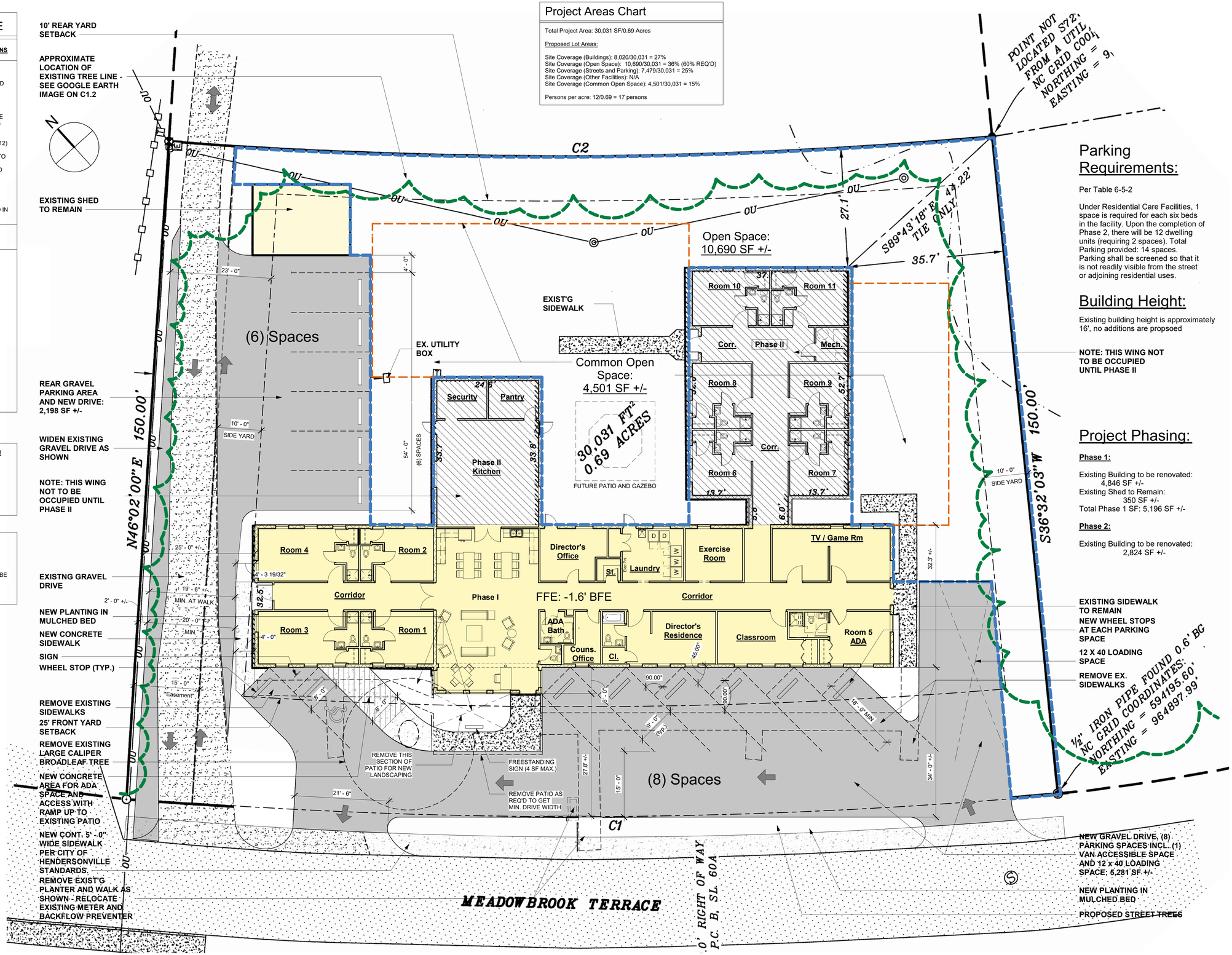
Project Areas Chart

Total Project Area: 30,031 SF/0.69 Acres

Proposed Lot Areas:

Site Coverage (Buildings): 8,020/30,031 = 27%
Site Coverage (Open Space): 10,690/30,031 = 36% (60% REQ'D)
Site Coverage (Streets and Parking): 7,479/30,031 = 25%
Site Coverage (Other Facilities): N/A
Site Coverage (Common Open Space): 4,501/30,031 = 15%

Persons per acre: 12/0.69 = 17 persons



Parking Requirements:

Per Table 6-5-2

Under Residential Care Facilities, 1 space is required for each six beds in the facility. Upon the completion of Phase 2, there will be 12 dwelling units (requiring 2 spaces). Total Parking provided: 14 spaces. Parking shall be screened so that it is not readily visible from the street or adjoining residential uses.

Building Height:

Existing building height is approximately 16', no additions are propsoed

NOTE: THIS WING NOT TO BE OCCUPIED UNTIL PHASE II

Project Phasing:

Phase 1:

Existing Building to be renovated: 4,846 SF +/-
Existing Shed to Remain: 350 SF +/-
Total Phase 1 SF: 5,196 SF +/-

Phase 2:

Existing Building to be renovated: 2,824 SF +/-

1 **Phase 1 Site Plan**
1" = 10'-0"

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Proposed Renovations

Felicia Reeves (aka Aura) Home for Women Veterans

1744 Meadowbrook Terrace - Hendersonville, NC

SHEET TITLE: Proposed Phase 1 Site Plan

DATE: 06.03.2024

JOB NO.: 23-0700

SHEET: C1.3

PLANT SCHEDULE

KEY	QTY	BOTANICAL NAME/COMMON NAME	CALIPER	HEIGHT	B&B/CONTAINER	MATERIAL SPECIFICATIONS
BETN	05	BETULA NIGRA/RIVER BIRCH	2" MIN. CAL.	12' - 14' HEIGHT	B&B OR CONT.	MULTI-STEMMED, MIN. 3 STEMS
OXAR	02	OXYDENDRUM ARBOREUM/SOURWOOD				
PIST	01	PINUS STROBUS/EASTERN WHITE PINE				
QUAL	01	QUERCUS ALBA/WHITE OAK				
PLOC	01	PLATANUS OCCIDENTALIS/SYCAMORE				
ACOG	02	ACER RUBRUM "OCTOBER GLORY"/OCTOBER GLORY MAPLE				
LITU	04	LIRIODENDRON TULIPIFERA/TULIP TREE				
ILEX	34	ILEX SPP./WINTERBERRY HOLLIES		6' MIN. HEIGHT	B&B OR CONT.	DENSE, FULL PLANTS
RHOM	04	RHODODENDRON MINUS/CAROLINA RHODODENDRON		24" MIN. HEIGHT	B&B OR MIN. 5 GALLON CONT.	DENSE FORM, WELL ROOTED
AMGR	02	AMELANCHIER X GRANDIFLORA "COLE'S SELECT"/"COLE'S SELECT SERVICEBERRY	1 1/2" MIN. CAL.	8' MIN. HEIGHT	B&B OR CONT.	MULIT-STEMMED, MIN. 3 STEMS
EUOA	37	EUONYMUS AMERICANUS/HEARTS-A-BUSTIN'		18" MIN. HEIGHT	B&B OR CONT.	DENSE FULL PLANTS, WELL ROOTED
ILEO	03	ILEX OPACA/AMERICAN HOLLY				



Landscape Calculations

Total Project Area: 30,031 SF/0.69 Acres

Proposed Lot Areas:

Vehicular Use Landscaping: (1) tree and (2) shrubs per 3,000 sf of vehicle use area. Front: Area = 5,281 SF: (2) trees and (4) shrubs req'd; (2) trees and (6) shrubs provided. Rear: Area = 2,198 SF: (1) tree and (2) shrubs required; (1) tree and (3) shrubs provided.
Street Trees: (1) tree for every 35 linear feet of property abutting a street. Front Property Line : 212.65'. (6) trees req'd, (6) trees provided.
Planting Strip: (5) shrubs for every 40 linear feet of property. (30) shrubs req'd; (31) shrubs provided.
Open Space Landscaping: (1) tree and (5) shrubs per 4,000 sf of open space. Open Space Area = 10,690 SF: (3) trees and (15) shrubs req'd; (3) trees and (15) shrubs provided.
Common Open Space Landscaping: (1) tree and (5) shrubs for every 1,200 sf of common open space. Common Open Space Area = 4,501 SF: (4) trees and (20) shrubs req'd; (4) trees and (20) shrubs provided.
Bufferyards: 8-foot A required. Buffer yard requirements are being met by existing planting.

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Proposed Renovations

Felicia Reeves (aka Aura) Home for Women Veterans

1744 Meadowbrook Terrace - Hendersonville, NC

SHEET TITLE: Landscape Plan

DATE: 06.03.2024

JOB NO.: 23-0700

SHEET: C1.4

NEIGHBORHOOD COMPATIBILITY MEETING REPORT
FELICIA REEVES HOME (P24-24-CZD)
NCM MEETING DATES: MAY 1ST, 2024

PETITION REQUEST: Rezoning: Felicia Reeves Home- Conditional Zoning District (R-10 CZD)

APPLICANT/PETITIONER: Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets [Applicant & Owner]

NEIGHBORHOOD COMPATIBILITY MEETING SUMMARY:

A Neighborhood Compatibility Meeting was held for this project on May 1st, 2024, at 2pm in the Assembly Room of the City Operations Building, 305 Williams Street and via Zoom. The meeting lasted approximately 1 hour and 17 minutes.

There were 14 members of the public in attendance in-person while 4 attended virtually. The applicant and their development team were present as were 2 members of City staff.

Staff gave a formal introduction and a brief overview of the request.

There were three pre-submitted public comments which were provided to the developer prior to the meeting to read and respond to during the meeting.

The development team presented their project proposal for the proposed residential care facility development.

Concerns and questions from the public related to:

- Types of services provided on site.
- How would people to selected to live at the facility and if the VA would play a role in this process.
- Floodplain concerns about bringing the building into compliance with current standards and how they will handle evacuation in the case of a flooding emergency.
- The color of the existing building was discussed and if it would be possible for it to be painted a more neutral color to better help it fit into the residential neighborhood.
- Concerns of this use turning into a halfway house were discussed.
- Questions about staffing, security and hours of operation for staff.
- The need for affordable housing, especially for our veterans.
- Discussion of what services would be provided to the residents who may be suffering from mental health obstacles.

Full minutes from the Neighborhood Compatibility Meeting and pre-submitted public comments are available for review by request.

PLANNING BOARD RECOMMENDATION
FELICIA REEVES HOME (P24-24-CZD)
MEETING DATE: JUNE 13TH, 2024

PETITION REQUEST: Rezoning: Felicia Reeves Home- Conditional Zoning District (R-10 CZD)

APPLICANT/PETITIONER: Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets [Applicant & Owner]

PLANNING BOARD ACTION SUMMARY:

The Planning Board voted 5-3 to recommend **approval** of this petition and adopted the following motion:

PLANNING BOARD MOTION:

Ms. Peacock moved Planning Board recommend City Council approve an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject (PIN: 9569-44-7296) from R-10, Medium Density Residential to R-10-CZD, Medium Density Residential Conditional Zoning District based on the following:

1. The petition supports the City's 2030 Comprehensive Plan goals by adhering to the Preservation/Enhancement Area designation for the subject property. The proposal enhances and renovates a long-vacant and decaying structure without expanding it, promoting compatibility with the surrounding area.

2. We find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:
    a. The petition addresses a critical need for housing and services for local female veterans.
    b. The petition proposes to renovate and repurpose an existing structure that has contributed to urban blight for the past decade.
    c. The petition proposes to reduce the residential intensity of the previous use on the site (rest home).
    d. Given the building's size and scale in the R-10 zoning district, there is no reasonable likelihood that the property will revert to a use permitted in the R-10 zoning district.

The Planning Board recommended the following condition be placed on the rezoning:

"A fenced and landscaped buffer shall be provided on the western and southern property boundaries. Fencing shall be a minimum of 6' in height. The buffer provided shall be similar to the buffer requirements for a "Day Center". All fencing shall be built in such a way to meet any applicable floodplain requirements."

OVERVIEW OF BOARD DISCUSSION FROM MEETING MINUTES:

The Planning Board convened on this project for **2 hours and 22 minutes**.

Ms. Cromar asked if this was transitional housing and if people would be there permanently. Ms. Knaflich stated no, it will be temporary housing. She gets most of the women that come to them out in six to nine months and in their own space. Ms. Cromar asked about the live-in house manager and asked if their facility is to be open 24/7? Ms. Knaflich stated the normal hours are 8:00 am until 5:00 pm. If they are working second or third shift they will have to be able to come and go. Ms. Cromar asked if each resident will have a key to the door. Ms. Knaflich stated they will have combination locks. They will also have a nighttime security guard that will monitor those doors. They do have a camera system now. They will hire an agency for night staff to come in every evening.

Ms. Cromar stated part of the NCM was discussion on the color of the building. She did not mean to offend but personally she did not think it was attractive and neither do some people that she had spoken with. They wanted to know if they could add some earth colors to mute the color a little because most of the houses there are white or have wood. Ms. Knaflich stated the reason they painted it is so people can find it. She got a little carried away with the yellow. Ms. Cromar stated they will find it when they need it and it would fit better into the neighborhood with more earth colors. Ms. Knaflich stated a few neighbors really like it because they can tell people where to find them.

Ms. Cromar asked will you be taking residents from all over North Carolina or all over 14 states? Ms. Knaflich stated their priority is Henderson County, second priority if they cannot fill all of the beds is Western North Carolina. They do cover nine counties in WNC. Their third priority would be the state of North Carolina. Ms. Cromar asked, the residents they will have how will they get to you and will you do background checks. Ms. Knaflich stated they go by the housing rule first. That is the only way they would ever get funding. They bring them in and vet them and if they need any kind of treatment like drug or alcohol treatment then they get clean and then help support them. They are not a detox center. They have rules and they are a drug and alcohol free facility. That is why they will have a live-in house manager and nighttime security. They want to keep the neighborhood safe.

Chair stated there is a Flood Damage Prevention Ordinance in the City of Hendersonville and if you renovate and spend more than half the value of the building you must meet that ordinance requirement and raise the building. How do they plan to do this or are they planning not to put more than 50% of the value into the renovations in any given year? In his opinion that is trying to get around the requirements and there is an ordinance in place for a reason. Mr. Britton stated they discussed that but it is prohibitively expensive to raise the building 3 ½ feet so the reason for the phased approach is to do a modest renovation and to not cross that substantial improvement threshold. With the appraisal that Alyce has and the numbers she has received from contractors the thinking was that would work out and they would be under that threshold. Chair stated it has been depreciated by 83%. The current value is 137,000 on the books. Mr. Morrow stated that the 50% and what triggers and what doesn't is outside the scope of zoning and that is a separate ordinance all together. If this use was approved as part of the zoning, they would have to work with Mike Huffman the City's Floodplain Administrator to make sure they are in compliance with the Flood Damage Prevention Ordinance as far as floodplain is concerned.

OVERVIEW OF BOARD DISCUSSION FROM MINUTES:

Chair stated on the site plan it says there will be twelve people living there, anything on the site plan under conditional zoning is binding but it doesn't say on the site plan there will be an on-site director 24/7 and night security. What will bind them to that? Mr. Morrow stated some of it gets covered in the condition that calls out the twelve occupants and the on-site director. He stated there is note on the site plan that states the hours of operation and it states it will be 24 hours. You could ask that the condition be amended to include the on-site director and nighttime security.

PUBLIC COMMENTS:

Ken Fitch, 1046 Patton Street *stated they are being asked to reestablish a nonconforming use that has many issues and does not meet the current standards. It is also located within a 100-year Floodplain. There are many issues but there is also an important need. The applicant has presented a clear plan for the project. He discussed the rapid increase of homelessness in the city. Another concern was the difficulty of funding for this project. He discussed this project setting a precedent. He talked about the floodplain and restricting development in it. He discussed the impacts on surrounding areas due to flooding. To place a care facility with a vulnerable population in the floodplain when there may be a need for rapid evacuation is a huge concern.*

Joan Brooks, 1734 Clairmont Drive *stated she is a female veteran and clinical social worker and she retired last year after working 40 years in the military. She has great compassion for this. They purchased the house in 2022 and she was excited about the opportunity to volunteer with something she is very passionate about however after two years she walks out on her porch and looks at a property in dereliction and dilapidated and is an eyesore. She is not surprised there is a lot of criminal activity at the house because it has been boarded up. She has spent 17,000 in the last six months on putting in a fence and a security system and landscaping in the hopes that in three or five years she will create a blockade. She discussed the value of property and having homeless shelters in neighborhoods. She stated the property is much worse off now than it was eight years ago when they purchased the property. She does not have faith in the organization to properly maintain this property nor properly manage it. She asked the Board if they as part of their decision making process ask for information in regards to the organizations ability to complete the project? Will you require they meet the floodplain ordinance before any more money is taken for this project? She was very concerned that there is not enough money to fund this project. Chair stated they do not ask if the applicant has the funds to carry out their project. She stated her primary concern as a neighbor is the impact of her property taxes, the impact on the safety and security and as a veteran and a woman that works with female veterans and having an organization that is receiving a lot of money, it sounds like a pipe dream and a lot of the grants and monies will be given to this property when other organizations could use it and this one will never get completed. She thinks people should be giving to a viable concern.*

Wanda Schwerer, 300 Winding Meadows Drive, Flat Rock *stated she is a veteran and is also on the Board for Aura Home. She stated a comment was concerning the windows being boarded up and they worked with the city on this and that was a requirement. They have gotten permission to put in new windows and received a grant for most of the cost. They do have support from the community and support from other organizations. They do have plans to make the building more presentable and more secure.*

PUBLIC COMMENTS:

Sandra Cameron, 1741 Meadowbrook Terrace *stated they are directly across from the project. She stated there are six homes on their block and 15 residents. Rezoning this property will double the residents living on this small quiet block and completely change the living environment for all families residing here. She has three young children that have enjoyed growing up on the block. She stated the number of vehicles on their block will increase from approximately seven to over 20 daily. Over the last decade the block has returned to a nice environment, this proposal will move them backwards to an overcrowded eyesore with safety hazards. She discussed the residential area and how the area had become quiet and serene since the closing of the rest home that was previously run on the property. Increased traffic was a concern due to her small children. She was concerned that her property value will decrease from this project. She discussed the safety of her children if this were to be approved. She also was concerned about the floodplain and flooding issues. She stated the water does come up to the building. This will completely destroy the neighborhood and the improvements that has been made over the year. The property is not fit to house these women in it. She has been in knee deep water in the street from the flooding. This will make this block in Druid Hills the worst one in the area. She is the sole caretaker for her family since her husband was severely injured from the doctors wrong choices in chemotherapy treatment for his stage 4 cancer. There are other locations along Spartanburg Highway where this could go and not in a residential district. She thinks this is a nice idea trying to help the women vets but it is the wrong location. Why do they need night security if issues will not arise? Her final question was would anyone of you want this in front of your home or your children's home?*

Joseph Cameron, 1741 Meadowbrook Terrace *stated when cars are parked over there it looks like a car park. He stated Ms. Knaflich stated she wanted to make this work and this was her dream and she was determined but this sounds like another domineering attitude. He doesn't know what will happen when this pipe dream falls through the floor. He asked why they don't sale the building for the amount it was appraised for and find an appropriate location. He discussed cleaning up the neighborhood. He discussed his medical condition and leaving his children if he passes with this to deal with. The building is dilapidated.*

BOARD ACTION:

Motion:

- Tamara Peacock (Vice Chair)

Second:

- Peter Hanley

Yeas:

- Tamara Peacock (Vice Chair), Chauncey Whiting, Peter Hanley, Donna Waters, Barbara Cromar.

Nays:

- Jim Robertson (Chair), Laura Flores, Beth Robertson

Absent: None

Recused: None



0 65 130 260 Feet

N E S

City of Hendersonville
May 2024

Felicia Reeves House

P24-24-CZD

PIN: 9569-44-7296

Acreage: 0.63

Proposed Zoning

- Subject Property
- Hendersonville City Limits

Hendersonville Zoning

- R-10 Medium Density Residential
- C-3 Highway Business
- I-1 Industrial
- Druid Hills - Local Commercial Historic District
- Druid Hills - Local Historic District
- Streams/Rivers

THE CITY OF HENDERSONVILLE · N C · 1847

Community Development Depa

Ordinance #___-____

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE FOR THE PARCEL POSSESSING PIN NUMBER: 9569-44-7296 BY CHANGING THE ZONING DESIGNATION FROM R-10 MEDIUM DENSITY RESIDENTIAL TO R-10 CZD, MEDIUM DENSITY RESIDENTIAL CONDITIONAL ZONING DISTRICT

IN RE: Parcel Number: 9569-44-7296
Address: 1744 Meadowbrook Terrace

Felicia Reeves Home: (File # P24-24-CZD)

WHEREAS, the City is in receipt of a Conditional Rezoning application from applicant and owner, Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets for the adaptive reuse of an existing structure for the use of a residential care facility on approximately 0.69 acres, and

WHEREAS, the Planning Board took up this application at its regular meeting on June 13th, 2024; voting 5-3 to recommend City Council approve an ordinance amending the official zoning map of the City of Hendersonville, and

WHEREAS, City Council took up this application at its regular meeting on July 10th, 2024, and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville, North Carolina:

1. Pursuant to Article XI of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: Parcel Number: 9569-44-7296, changing the zoning designation from R-10, Medium Density Residential to R-10 CZD, Medium Density Residential Conditional Zoning District.

2. Development of the parcel pursuant to this Ordinance is subject to the following.

    a. Development shall comply with the master site plan submitted by the applicant revision dated June 3rd 2024, including the conditions listed therein, [and/or as modified and presented to City Council][and/or including modifications approved by City Council which shall be added to the site plan. The updated site shall be submitted to the City at or before the applicant's execution of this Ordinance].

    b. Permitted uses shall include:

        i. Adaptive Reuse
            i. Residential Care Facility

    c. Additional conditions that shall be satisfied prior to final site plan approval include:
        i.

3. Except where modified by the terms of this Ordinance, development of the parcel(s) shall

occur in accordance with the final site plan requirements of Article VII of the Zoning Ordinance of the City of Hendersonville, North Carolina.

4. Except where explicit relief is granted by the terms of this Ordinance, the development of the parcel(s) shall occur in accordance with all applicable standards within local ordinances and policies.

This ordinance shall be not be effective until the list of use(s) and conditions, established herein, is consented to in writing by the applicant and all owners of the subject property. Upon such written consent, this ordinance shall be effective retroactive to the date of its adoption.

Adopted this 10th day of July 2024.

Attest: _____
Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

With their signatures below, the undersigned applicant(s) and property owner(s) consent to and agree to all conditions imposed pursuant to the terms of this Ordinance.

IN RE: Parcel Numbers: 9569-44-7296
Address: 1744 Meadowbrook Terrace
Felicia Reeves Home: (File # P24-24-CZD)

Applicant/Owner: Alyce Knaflich (Founding Director and Board Chair) Aura Home Women Vets

Signature:_____

Printed Name:_____

Title: _____

Date:_____

CITY OF HENDERSONVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
100 N. King Street, Hendersonville, NC 28792
Phone (828) 697-3010|Fax (828) 698-6185
www.hendersonvillenc.gov

Conditional Zoning District Petition

Section 7-4 and Article 11 City Zoning Ordinance

The following are the **required** submittals for a complete application for rezoning a property or properties to a Conditional Zoning District. Staff will not review applications until each item has been submitted and determined complete. By placing a check mark by each of the following items, you are certifying that you have performed that task.

- ☑ 1. Completed Pre-Application meeting with Planning Staff
- ☑ 2. Scheduled Neighborhood Compatibility Meeting
  NCM Date: _____ Time: _____
- ☑ 3. Water and Sewer Availability Request
- ☑ 4. Completed Application Form
- ☑ 5. Completed Signature Page (completed Owner's Affidavit if different from applicant)
- ☑ 6. Completed Site Plan as described in Section 7-4.3-1 of the City Zoning Ordinance
- ☑ 7. Detailed explanation of any Proposed Development Description
- ☑ 8. Application Fee
- 9. Transportation Impact Analysis - Required for complete application but not due until 24 calendar days prior to Planning Board Meeting (if required)

Note: Additional Approvals prior to the issuance of a Zoning Compliance Permit may include, but are not limited to the following:

- **Henderson County Sedimentation & Erosion Permit**
- **Stormwater Management Plan**
- **Utility Approval**
- **NCDOT Permit**
- **Any other applicable permits as determined by the Community Development**

[Application Continued on Next Page]

Office Use:
Date Received: 4/18/2024 **By:** Kathy Bragg **Fee Received? Y/N**
CK#1594 $500.00

A. Applicant Contact Information

Alyce Marie Knaflich

* Printed Applicant Name

Aura Home Women Vets

Printed Company Name (if applicable)

☑ Corporation ☐ Limited Liability Company ☐ Trust ☐ Partnership

☐ Other: _____

Applicant Signature

Founding Director, Board Chair

Applicant Title (if applicable)

1 Dundee St

Address of Applicant

Asheville, NC 28001

City, State, and Zip Code

828-771-6979

Telephone

aurahomewv@gmail.com

Email

* Signature of the property owner acknowledges that if the property is rezoned, the property involved in this request is bound to the use(s) authorized, the approved site plan and any conditions imposed, unless subsequently changed or amended as provided for in the Zoning Ordinance.

[Application Continued on Next Page]

B. Property Owner Contact Information (if different from Applicant)

Alyce Marie Knaflich

*Printed Owner Name (Authorized Representative for entities other than individuals)

Aura Home Women Vets

Printed Company Name (if applicable, check corresponding box below)

☑ Corporation ☐ Limited Liability Company ☐ Trust ☐ Partnership

☐ Other: _____

Property Owner/Authorized Representative Signature

Founding Director, Board Chair

Authorized Representative Title (if applicable - i.e. Member/Manager, President, etc.)

Asheville, NC 28801

City, State, and Zip Code

727-771-6979

Telephone

aurahomewv@gmail.com

Email

* Property owner hereby grants permission to the City of Hendersonville personnel to enter the subject property for any purpose required in processing this application.

* If signed by an agent on behalf of the Owner, this petition MUST be accompanied by a Limited Power of Attorney signed by the property owner (s) and notarized, specifically authorizing the agent to act on the owner (s) behalf in signing this application. Failure of each owner, or their duly authorized agent, to sign, or failure to include the authority of the agent signed by the property owner, will result in an INVALID APPLICATION.

C. Property Information

Name of Project: Felicia ~~Reese~~ Reeves Home

PIN(s): 9569-44-7296

Address(es) / Location of Property: 1744 Meadowbrook Terrace, Hendersonville

Type of Development: ☐ Residential ☑ Commercial ☐ Other

Current Zoning: R-10

Total Acreage: .63

Proposed Zoning: R-10- Special User Permit R-10 CZD - Adaptive Reuse

Proposed Building Square Footage: 7671

Number of Dwelling Units: 1

List of Requested Uses:

~~Special Use Permit~~ To be an Adult Care Home

~~Re~~ Conditional zoning District ~~for~~ w/ Residential care facility

D. Proposed Development Conditions for the Site

In the spaces provided below, please provide a description of the Proposed Development for the site.

Ensuite housing - 12 units

Conditional Zoning District Petition

1744 Meadowbrook Terrace

PIN: 9569-44-7296

AURA HOME WOMEN VETS

7. Proposed Development:

12 ensuite units with shared common areas, kitchen, laundry, classroom, 2 offices – 1 for house director 1 for counselor. 1 of the 12 ensuite units would be for live-in house manager.

Non-Profit EIN# 47-2041216

June 5, 2024

Aura Home Women Vets
1 Dundee St.
Asheville, NC 28801

Tyler C. Morrow
Planner II | Community Development Dept.
Planning Division
City of Hendersonville
100 N King St, Hendersonville, NC 28792

This letter is authorizing that Alyce M. Knaflich, Founding Director of Aura Home Women Vets, has authority to conduct business and financial responsibilities for Aura Home Women Vets with the authority to sign on behalf of AURA HOME WOMEN VETS.

Lisa Clark
Director/Secretary
Aura Home Women Vets

CITY OF HENDERSONVILLE

CITY COUNCIL
AGENDA ITEM SUMMARY

SUBMITTER: Matthew Manley

MEETING DATE: July 10, 2024

AGENDA SECTION: Public Hearing

DEPARTMENT: Community Development

TITLE OF ITEM: Gen H Comprehensive Plan Presentation – *Grant Meacci & Lorna Allen (Bolton Menk - Lead Consultant); Meg Nealon (Nealon Planning); Jenn Gregory (Retail Strategies); & Ben Hitchings (Green Heron Planning)*

SUGGESTED MOTION(S):

N/A

SUMMARY:

The Comprehensive Plan consultant team will present the thematic elements of the *Gen H 2045 Comprehensive Plan* along with the recommendations from Planning Board and the Downtown Advisory Board as well as a summary of feedback received from the public based on the draft version of the Gen H Plan that was released to the public on May 31, 2024. A public hearing will be held to gather additional feedback on the Plan.

The Planning Board considered the Gen H Comprehensive Plan at their Special Called Meeting on June 24th and recommended approval of the plan with the following recommendations:

- Add statement / explanation of jurisdictions (City, ETJ, Unincorporated County) in the Future Land Use & Conservation Map.
- Add definitions of "Affordable Housing".
- Address readability of maps and illustrations (include road names and landmarks).
- Address land use designations in area around Pardee Hospital considering existing zoning (MIC).
- Look for ways to streamline primary document .
- Consider different photo examples that have more direct relevance to Hendersonville.

ATTACHMENTS:

1. Draft Plan Public Feedback Dynamic Report (comments) - https://PublicInput.com/Report/luea2zw4nec

2. Link to Draft Plan - https://www.hendersonvillenc.gov/sites/default/files/uploads/departments/planning/Comprehensive_Plan/240603_draft_gen_h_comprehensive_plan_sp_reduced.pdf
3. Link to Draft Plan Appendix - https://www.hendersonvillenc.gov/sites/default/files/uploads/departments/planning/Comprehensive_Plan/240603_draft_gen_h_comprehensive_plan_appendices_sp_reduced.pdf
4. Consultant Presentation
5. Draft Ordinance for Adoption of the Comp Plan
6. Draft Resolution to Accept Short-Term Implementation Project List
7. Draft Short-Term Implementation Project List

GENH

HENDERSONVILLE COMPREHENSIVE PLAN

Public Hearing

07.10.2024





- **Purpose** - What is the Plan?
- **Process** - How was the Plan developed?
- **Content** - What are the key components of the Plan?
- **Next Steps**

Purpose

What is it?

An Effective Tool to Manage Change

- Meet Requirements of State Statutes (160D)
- Up-to-date Guide, Informs Decisions of Many



Policy Makers: Elected and Appointed Leaders



Staff of City Depts.



Partners (Area Agencies, Neighboring Jurisdictions, Nonprofits, etc.)



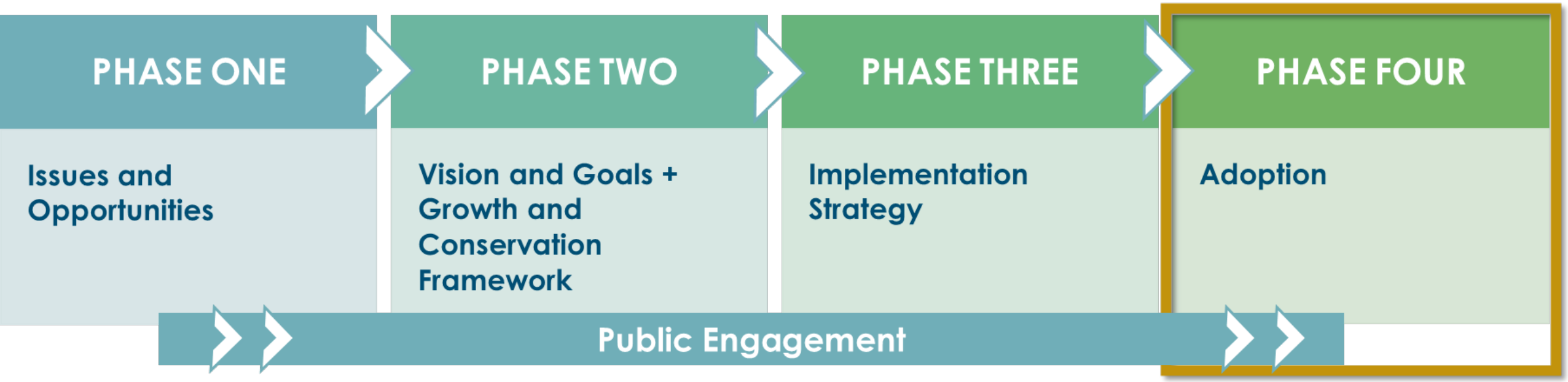
Property Owners & Developers

Process

How was it developed?

Process Overview

- 12+ months
- Robust Community Engagement Program



Engagement by the Numbers

20+
Stakeholder Discussions

50+
Presentations & Pop-Ups

7
Round Table Discussions

5
Council Comp-versations

Meeting Kits

6
Community Advisory Committee

2
Policymaker Workshops

6
Community Surveys



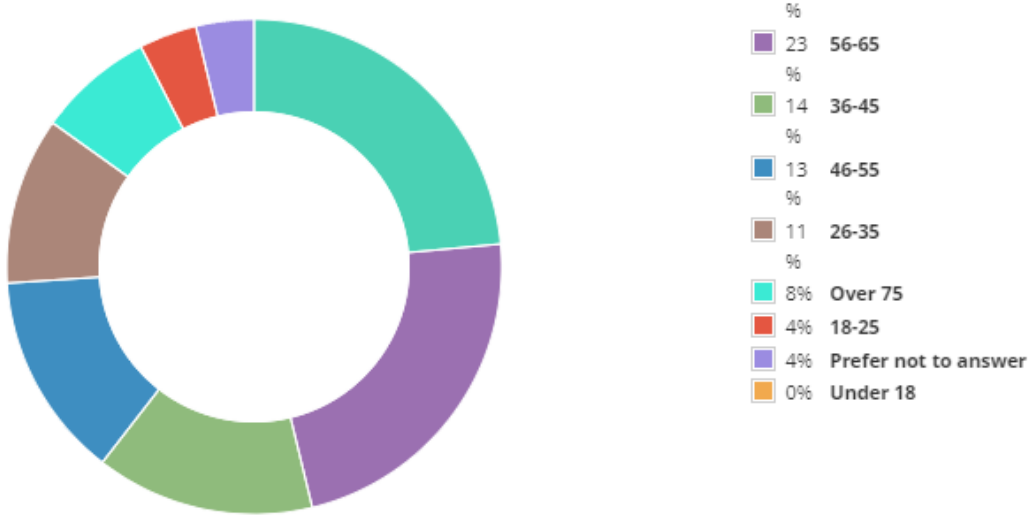
Public Input on Draft Plan

View Public Input on the Draft Plan
https://publicinput.com/u8011

Project Engagement

VIEWS	PARTICIPANTS	RESPONSES	COMMENTS
744	247	847	133

What is your age?

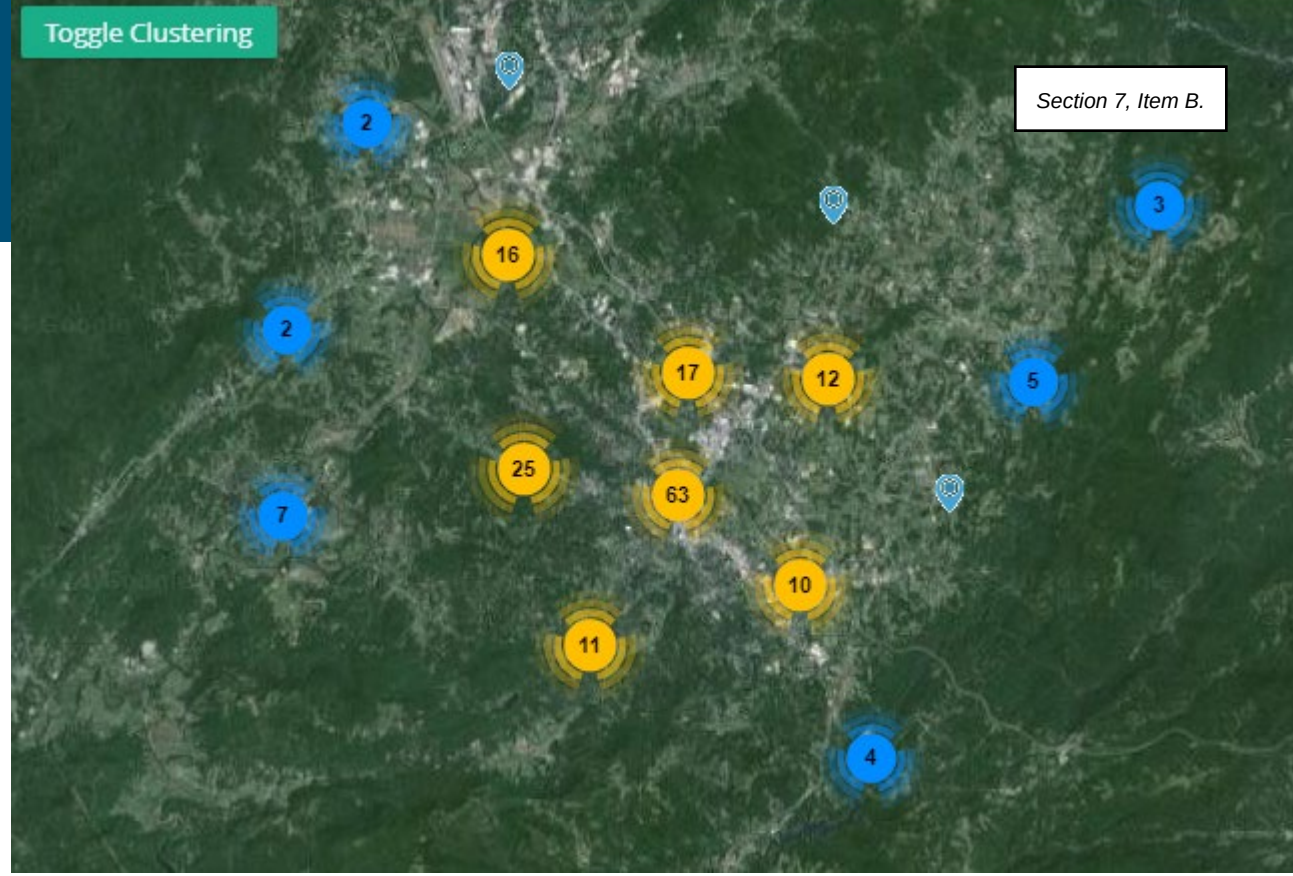


What is your race/ethnicity?

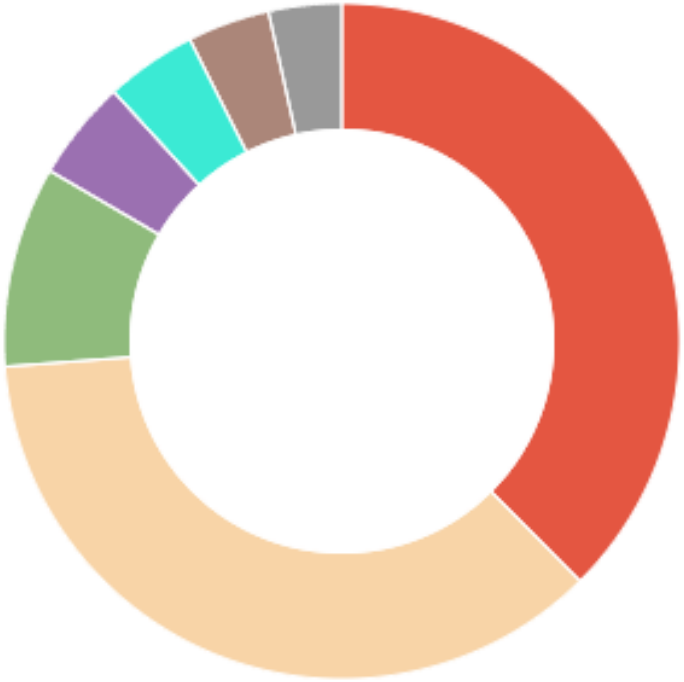
85%	White	172 ✓
11%	I prefer not to answer	23 ✓
2%	Hispanic, Latino, or Spanish	5 ✓
2%	Black or African-American	4 ✓
1%	Other	3 ✓
0%	Asian	1 ✓
0%	American Indian or Alaska Native	1 ✓
0%	Native Hawaiian or Other Pacific Islander	0 ✓

203 Respondents

Public Input



Where do you live?



38 %	In the unincorporated area of Henderson County
36 %	Inside the City of Hendersonville city limits
10 %	Town of Laurel Park
5%	Village of Flat Rock
4%	Other
4%	Town of Mills River
3%	Others

229 respondents

Content

Key components?

Table of Contents

Chapter I. About the Plan

Chapter II. The Planning Process

Chapter III. Hendersonville Today

Chapter IV. The Vision for the Future

Chapter V. Downtown Master Plan

Chapter VI. Realizing the Vision: The Action Plan

Appendices

A. Policy Analysis

B. Existing Conditions Report

C. Scenario Planning

D. Community Engagement Summary

E. Economic Development Plan

- **Goals**
- **Vision Map**
- **Focus Areas**

- **Downtown Master Plan**
- **Downtown Design Guidelines**

- **Implementing the Plan**

Gen H Vision Statement



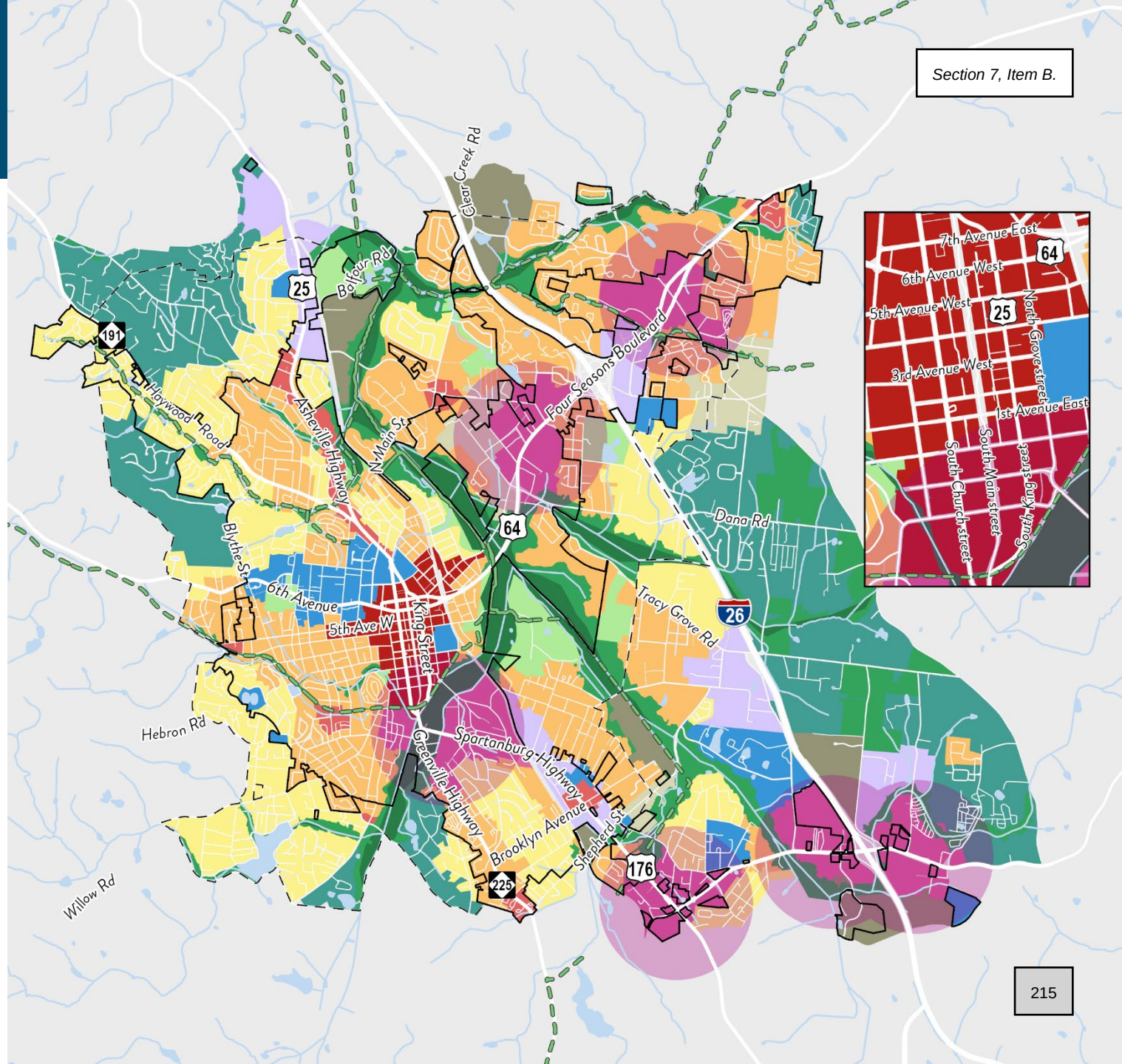
2023 Drone Aerial of Main Street | City of Hend ille

Goals

- Vibrant neighborhoods
- Abundant housing choices
- Healthy and accessible natural environment
- Authentic community character
- Safe streets and trails
- Reliable and accessible utility services
- Satisfying work opportunities
- Welcoming and inclusive community
- Accessible and available community uses and services
- Resilient community

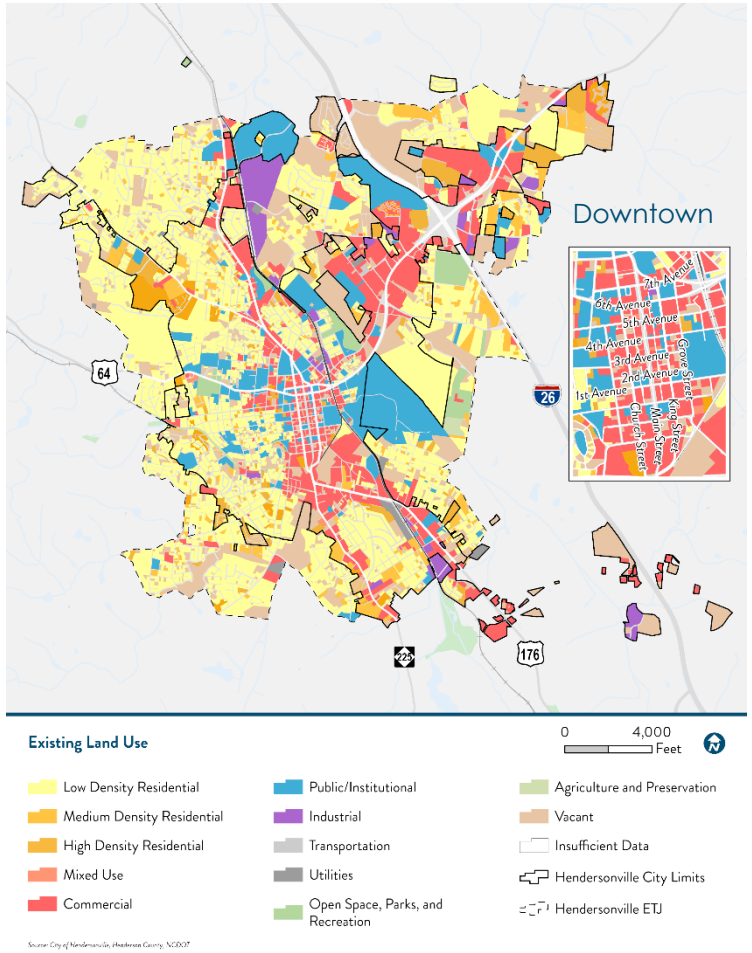
Vision Map

Depicts the preferred future development pattern that responds to the goals expressed by the community.

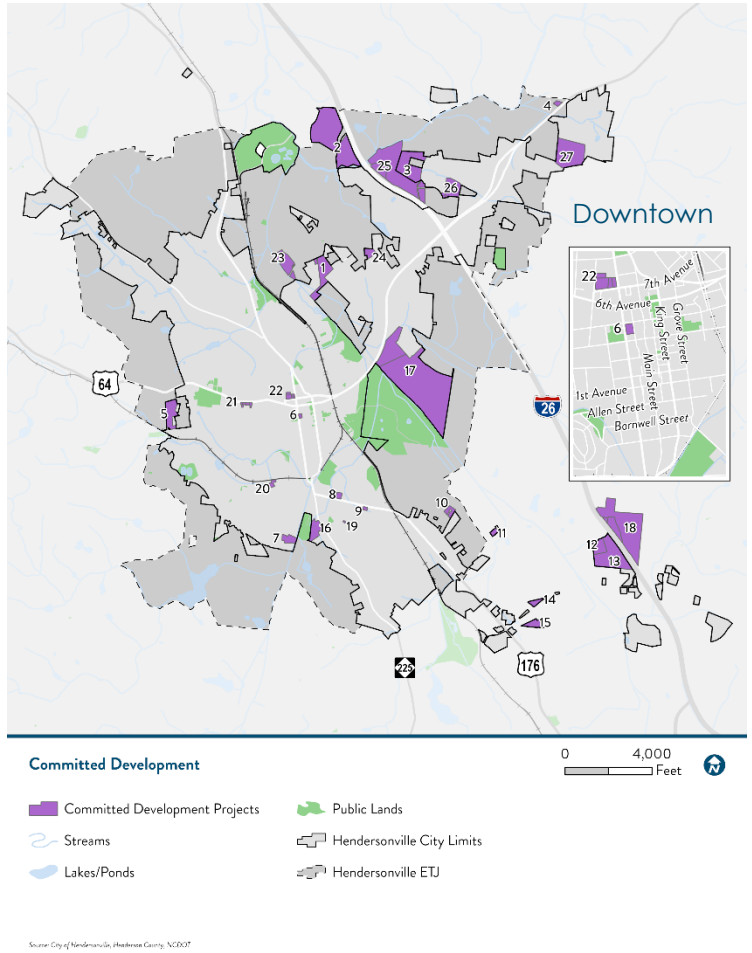


Land Use – Current Development Pattern

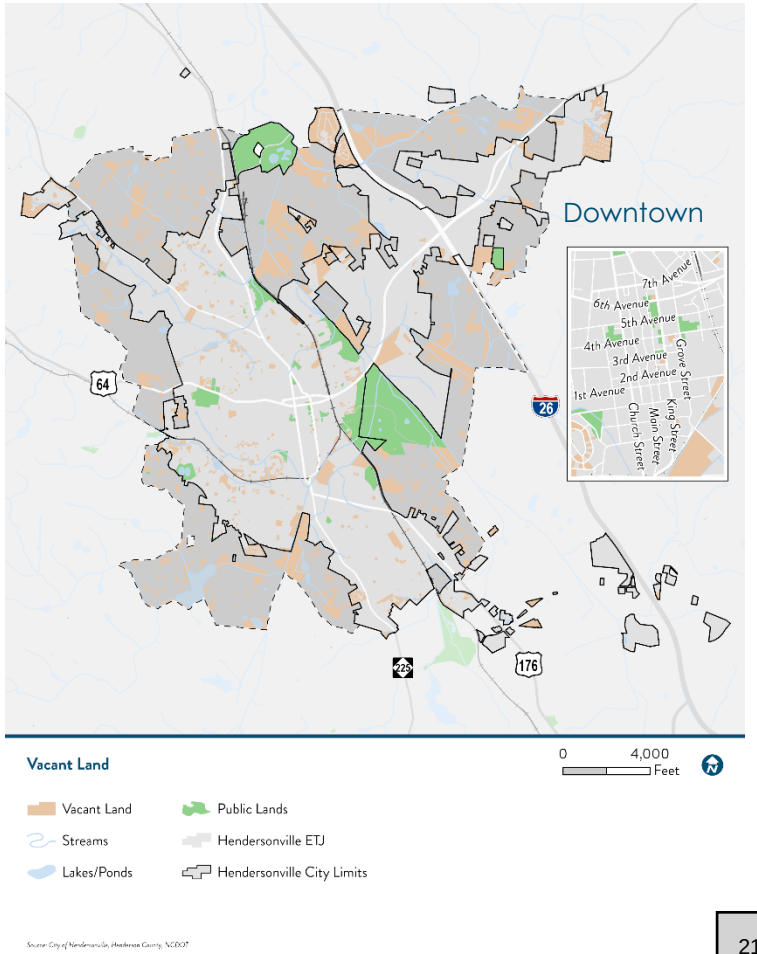
Existing Land Use



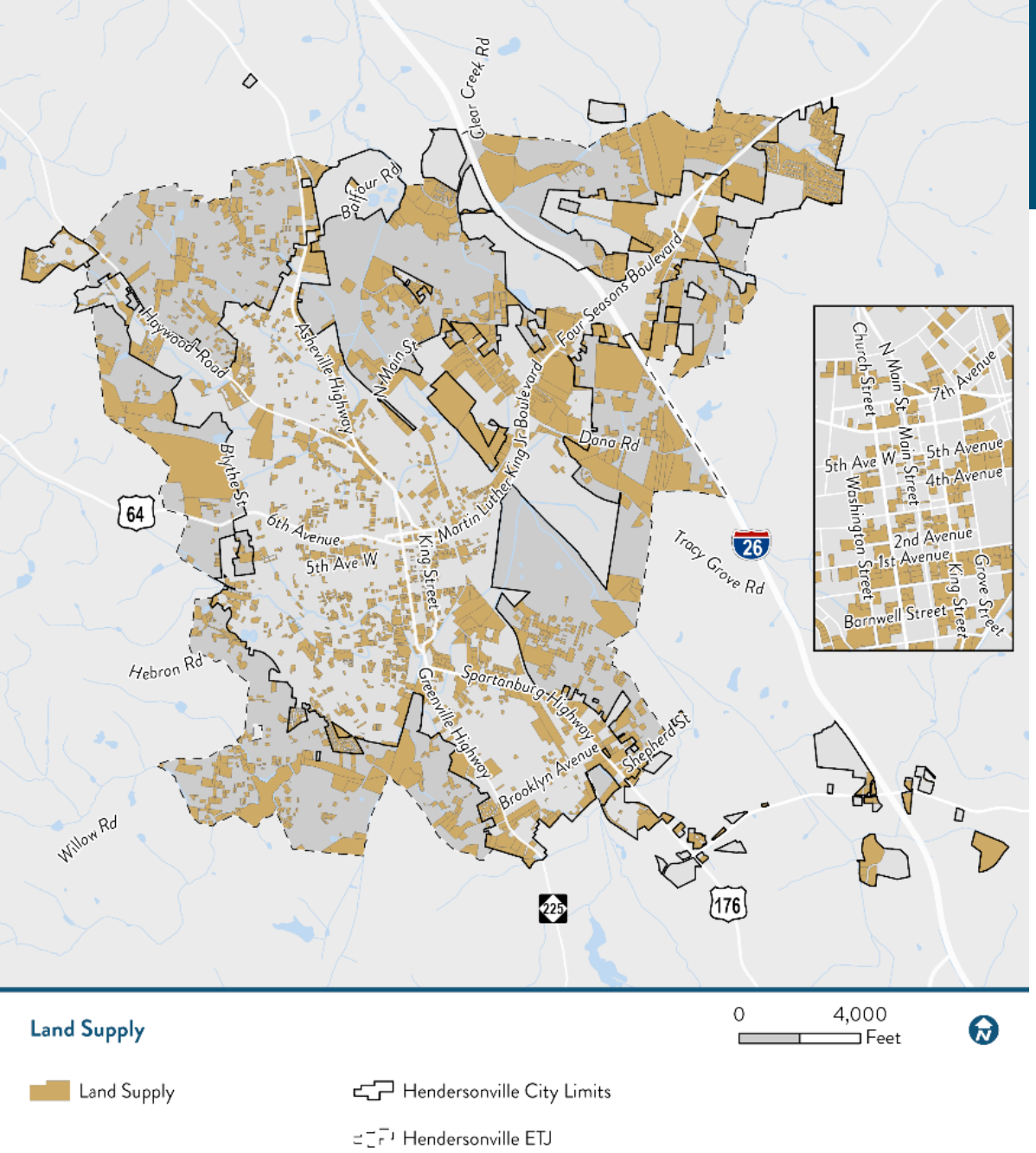
Committed Development



Vacant Land



Land Supply



Where should new development occur?

- Developed
- Protected
- **Underutilized / Underdeveloped**
- **Undeveloped**

"Land Supply" is comprised of these two areas, which in combination encompasses **3,832 acres** (or roughly half of the land in the city and ETJ).

Land Use



In determining what kind of development is appropriate in the future, three factors are taken into consideration: the data about available land, the market conditions, and the community's expectations and aspirations

Housing (in various forms, incl. duplexes)

Department Stores

Restaurants (sit-down)

Entertainment and Event Venues, Performing Arts

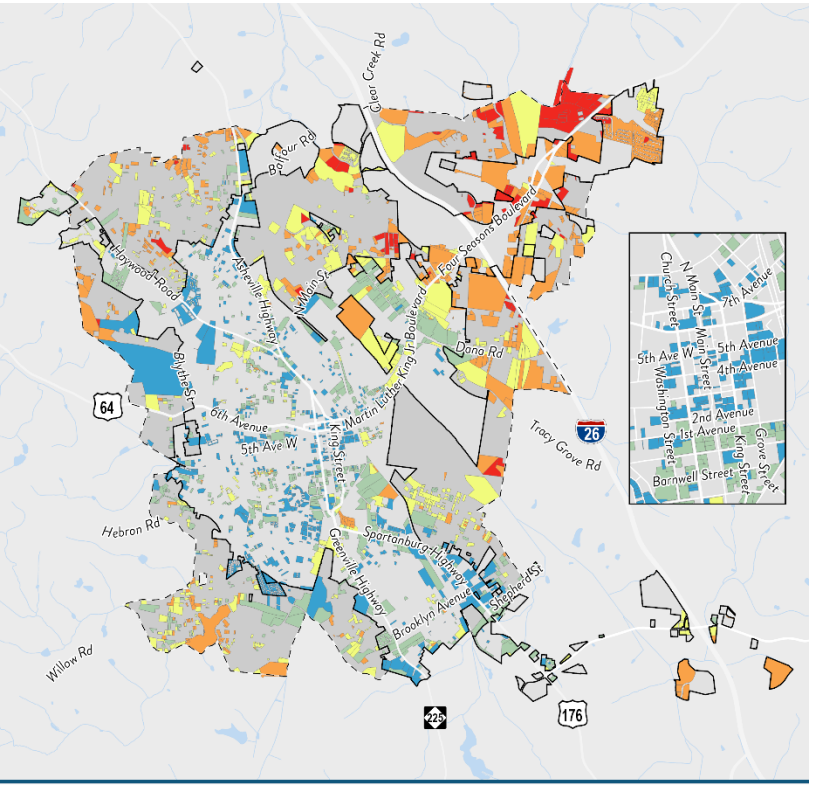
Community Spaces: Parks, Playgrounds, Coffee Shops

Senior Center(s)

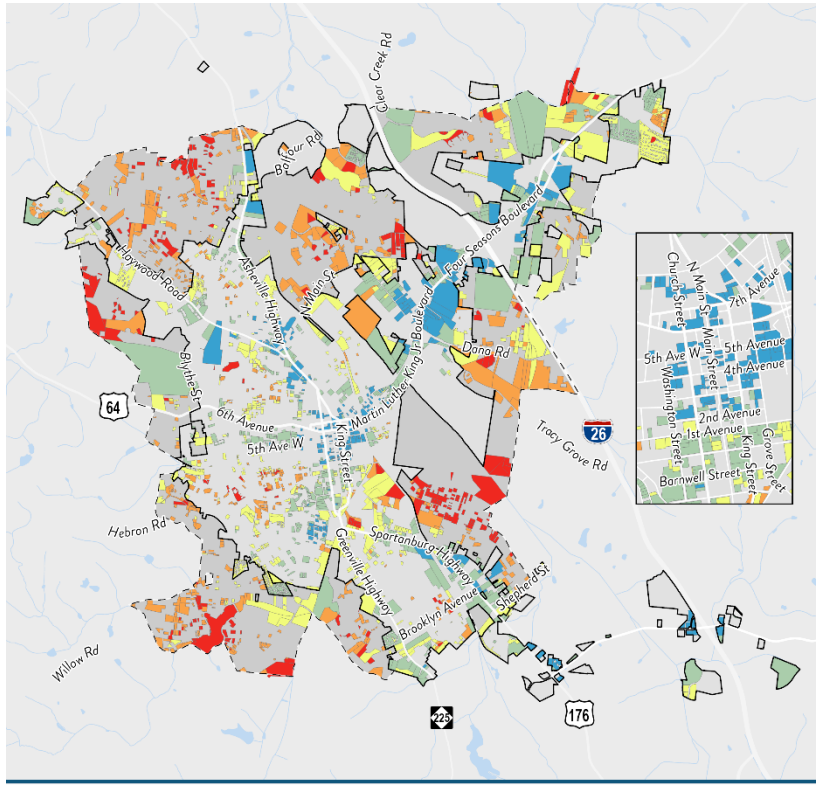
Suitability

Data reveals suitability of "land supply" for uses:

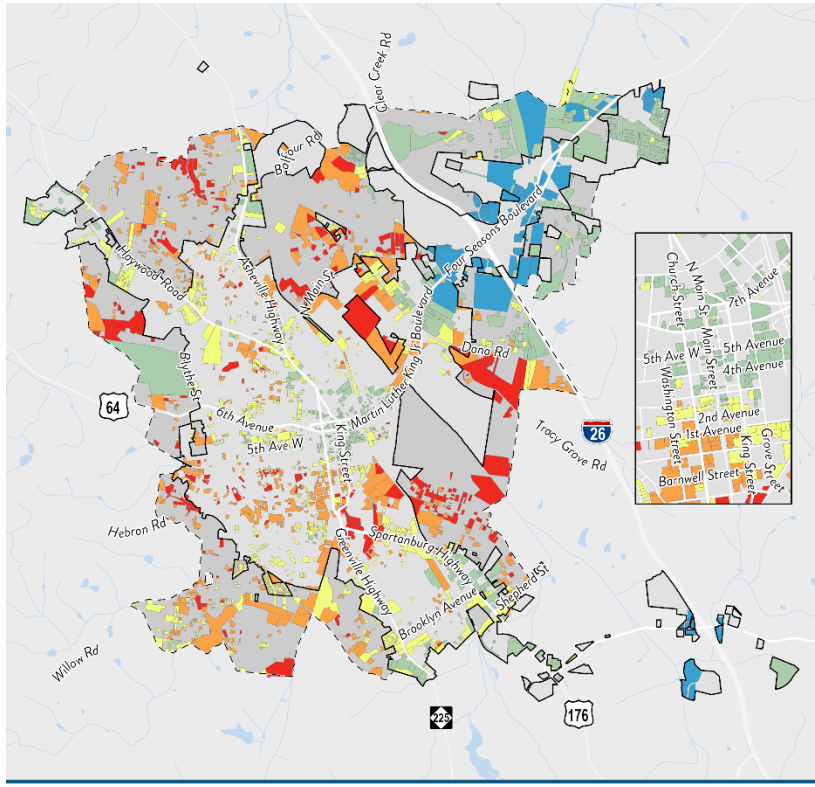
Least Suitable
Moderately Suitable
Most Suitable



Residential

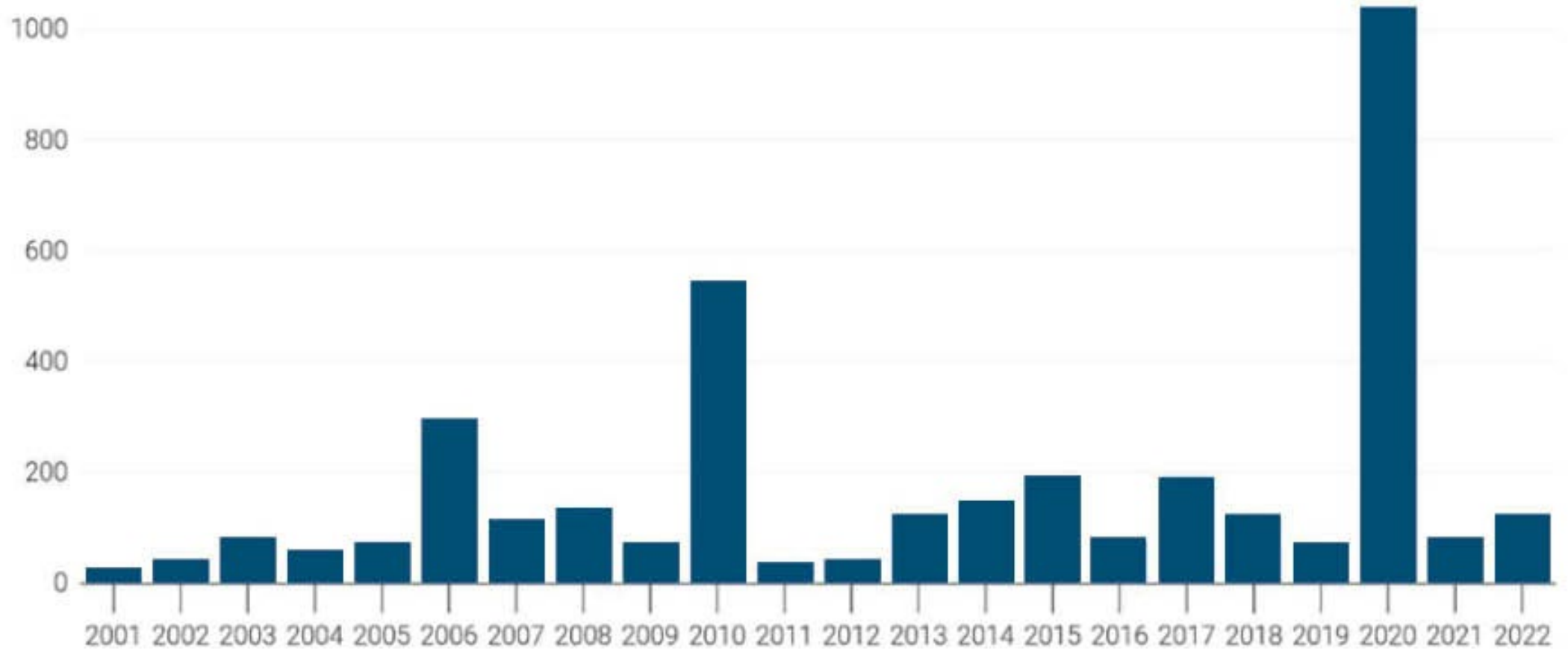


Commercial

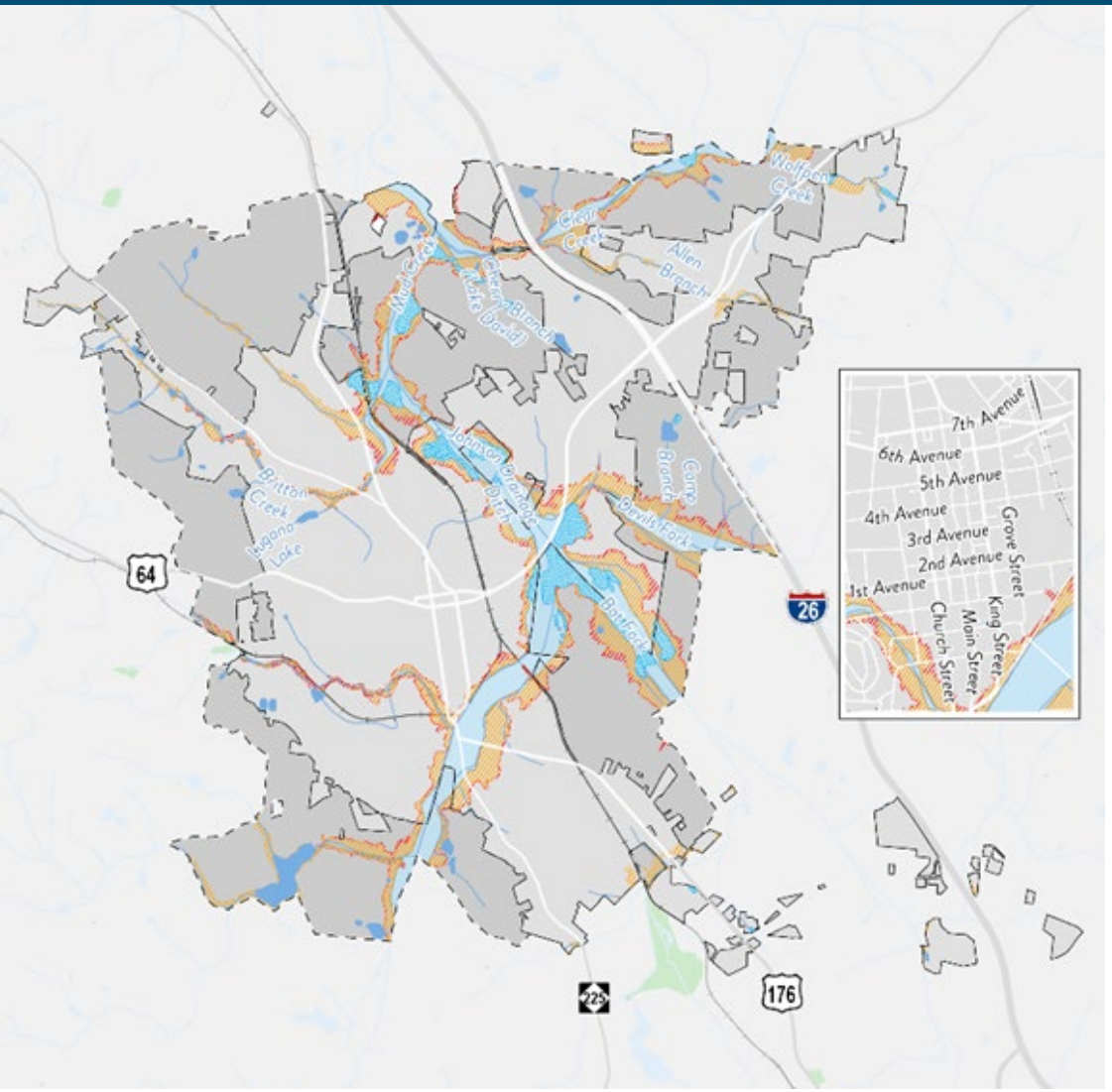


Industrial

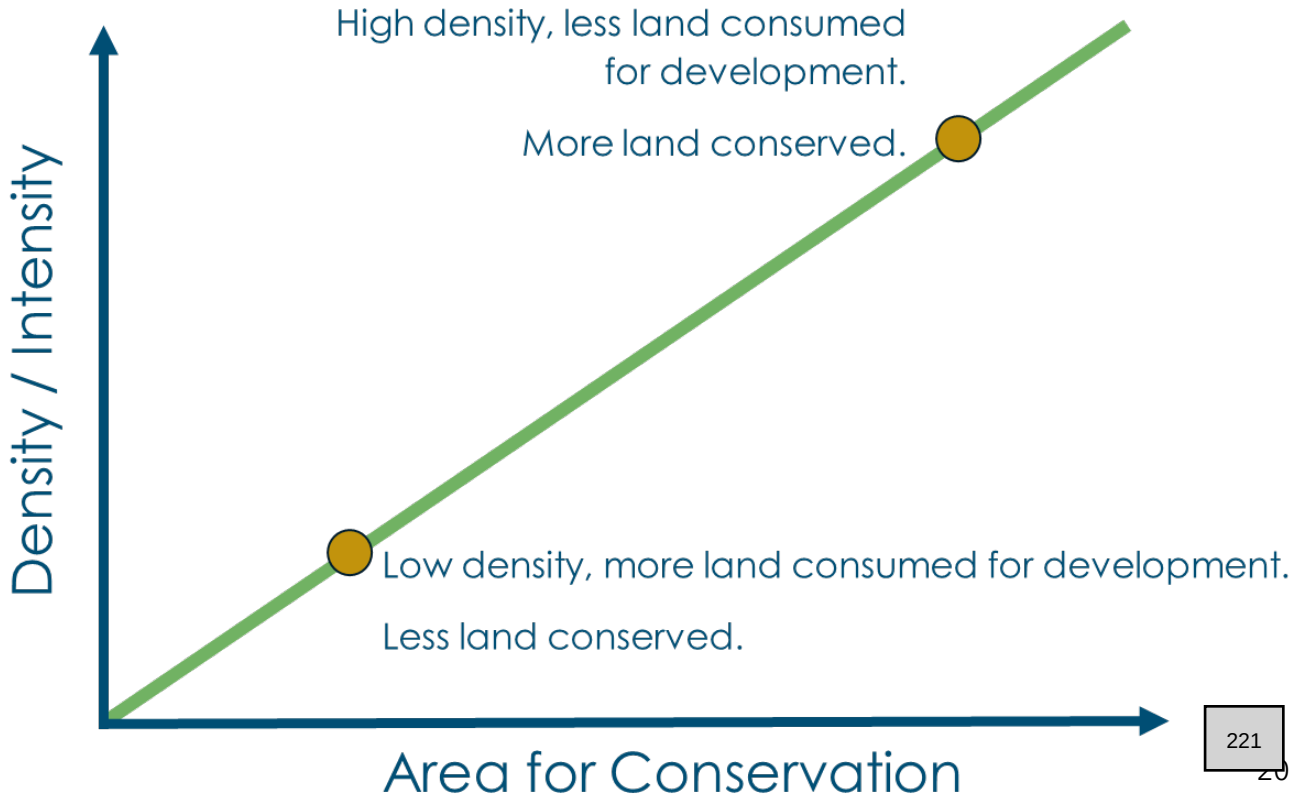
Population Growth (2001-2022)



Threats to Conservation

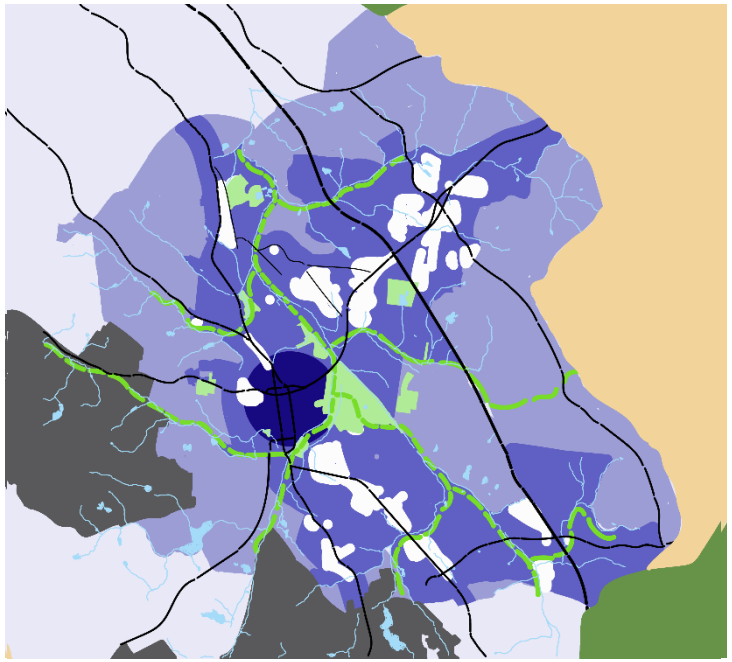


A compact development footprint increases opportunities for conservation of environmental and cultural assets, reducing encroachment and development pressure.



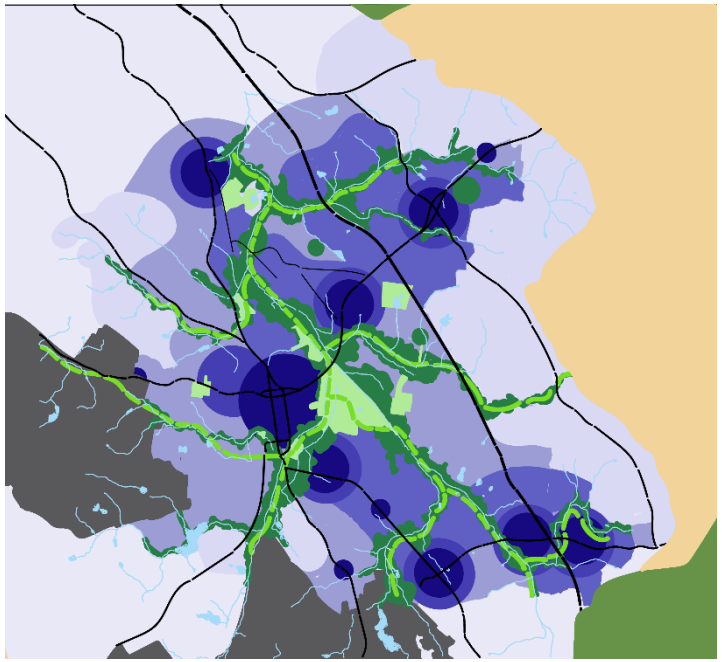
Growth Options

Trend



TREND… The city builds out in all areas of the urban services area according to current trends?

Alternative



ALTERNATIVE… Growth--and development--is generally confined to the existing development footprint and the gaps within it? And there is emphasis on redevelopment, infill, and adaptive reuse of structures?

Trend



Old field succession (passive):

uncontrolled growth, decline in vigor, lower productivity, diminished value, eventual death

Alternative



Selective pruning (proactive):

removal of “dead wood” (blight) and reducing competition (greenfield), healthy growth, increased productivity, stability

Vision Map

OPEN SPACE

- Open Space- Conservation, Regulated
- Open Space- Conservation, Natural
- Open Space- Recreation

EMPLOYMENT

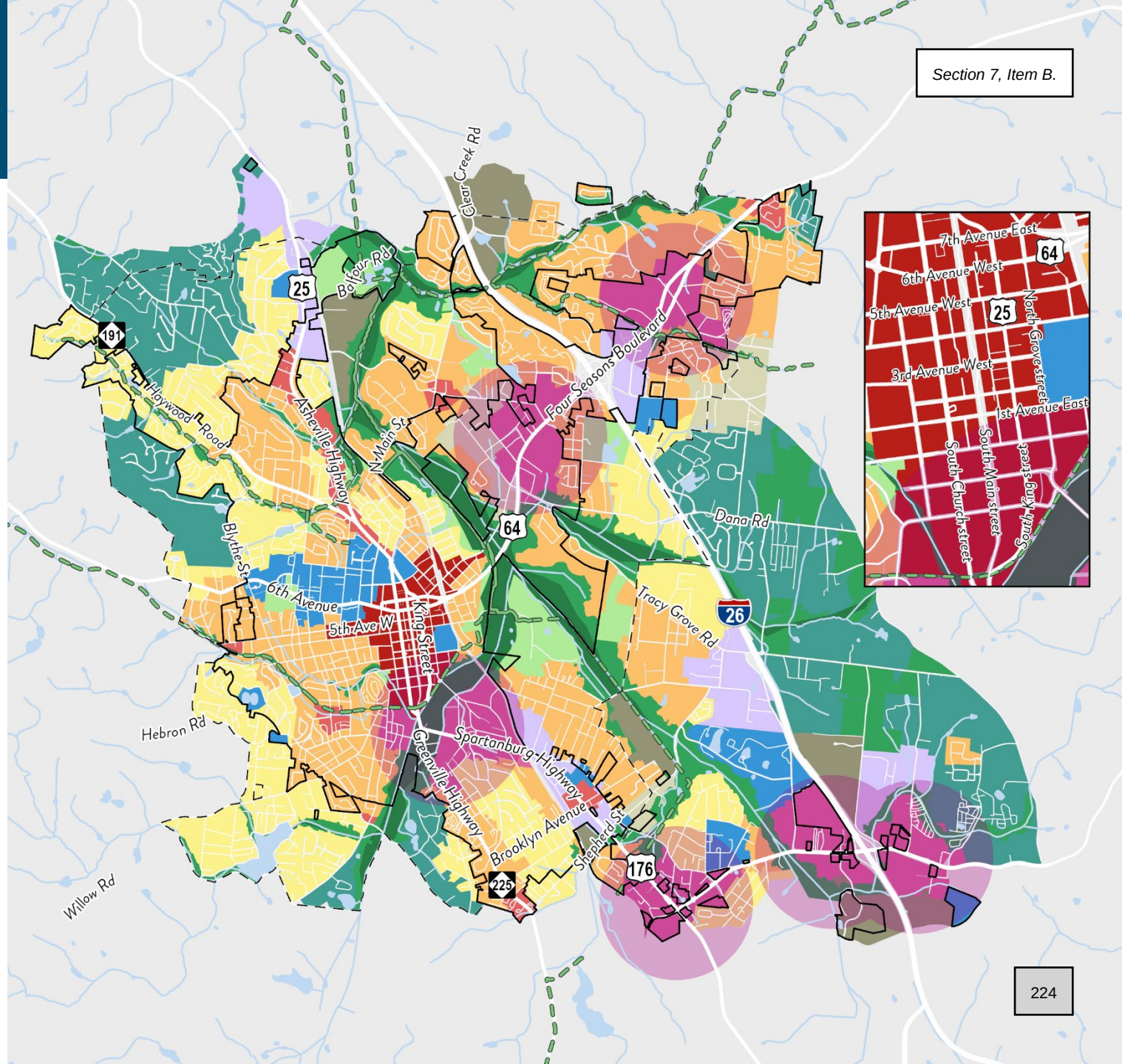
- Mixed-Use Employment
- Institutional
- Innovation
- Production

LIVING

- Rural Residential
- Family/Neighborhood Living
- Multi-Generational Living

ACTIVITIES

- Downtown
- Mixed-Use Commercial
- Neighborhood Center



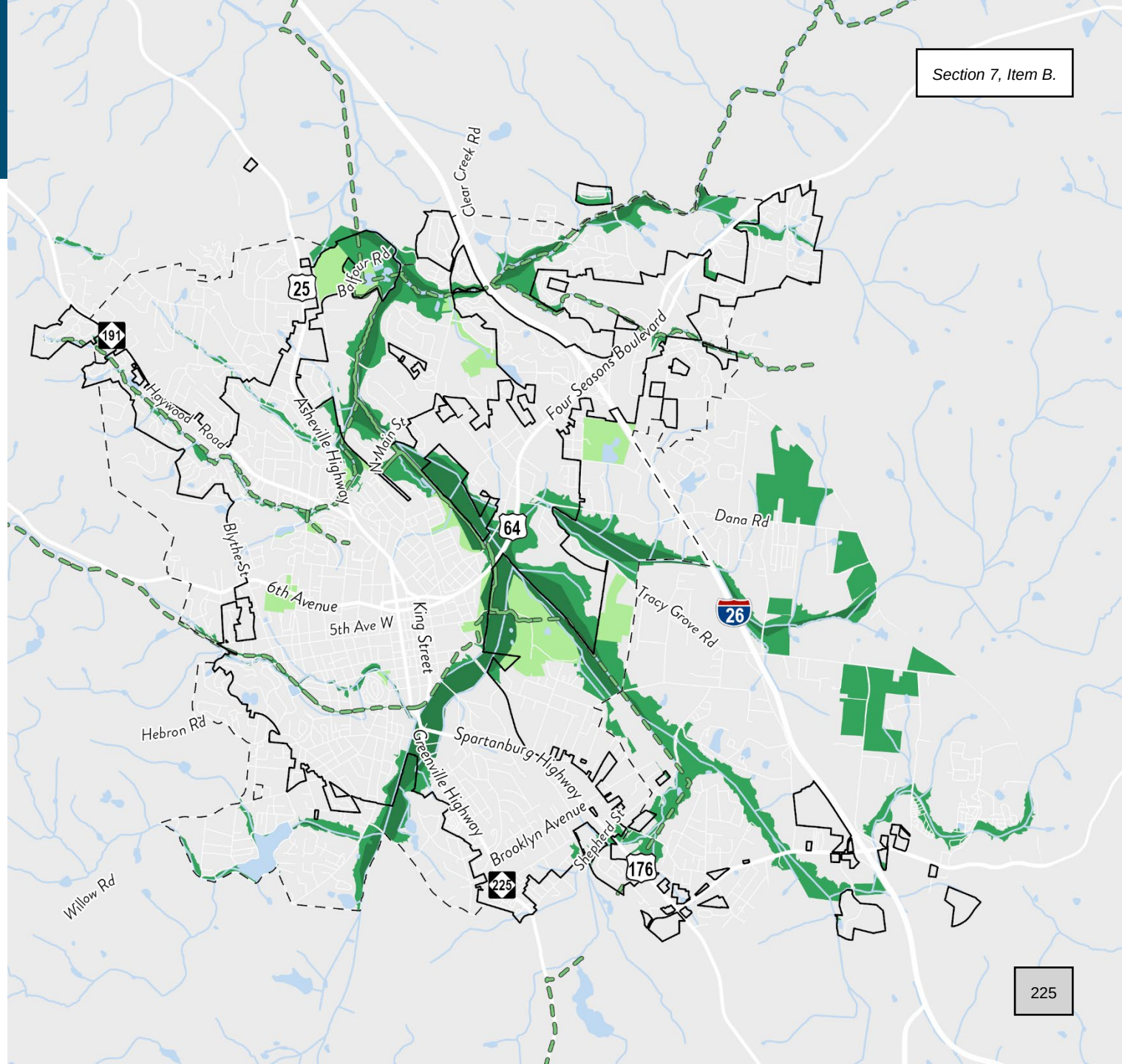
Open Space

Open Space- Conservation, Regulated

Open Space- Conservation, Natural

Open Space- Recreation

Open Space Character Areas account for 19% of the Study Area



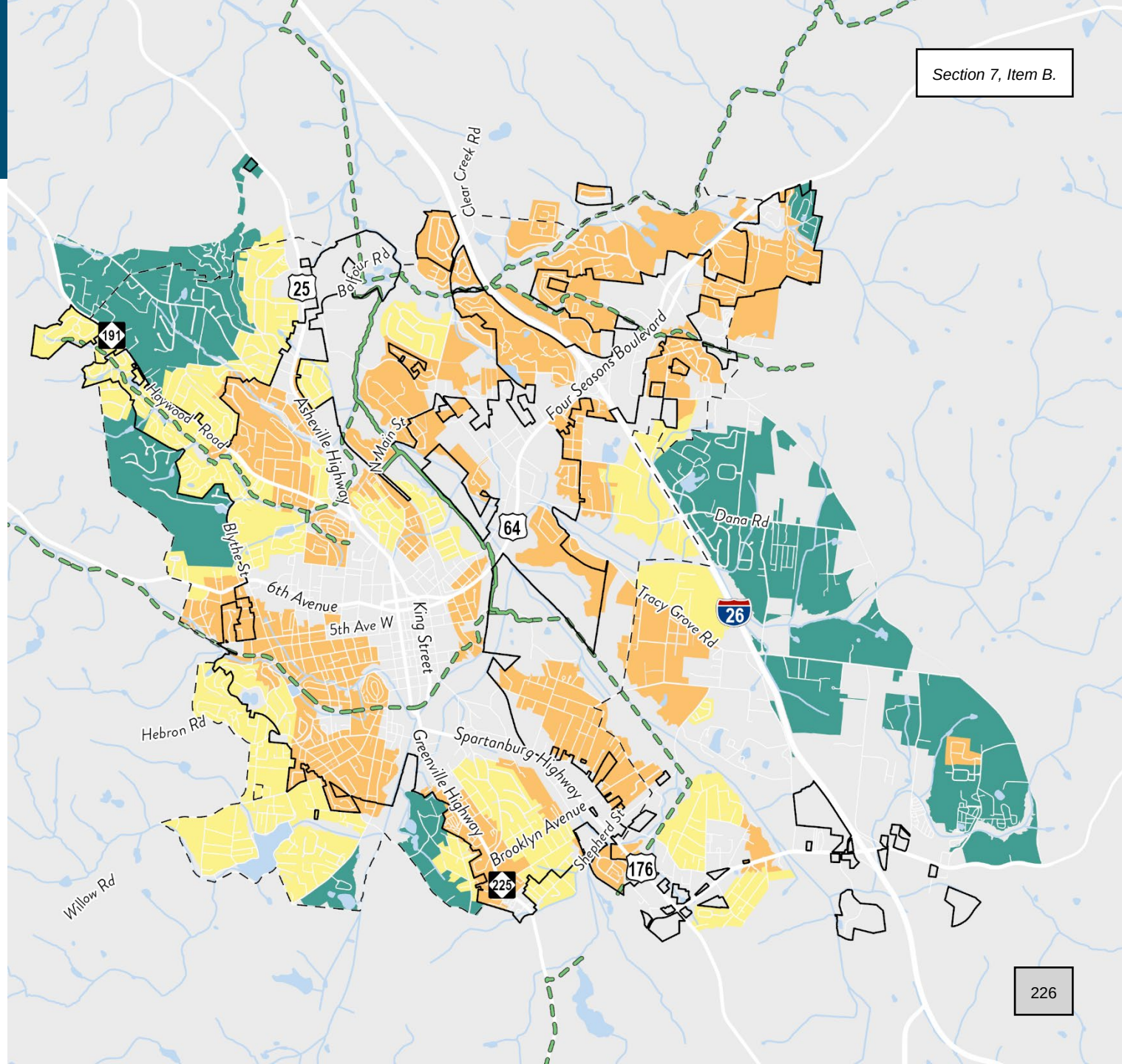
Living

Rural Residential

Family/Neighborhood Living

Multi-Generational Living

Living Character Areas comprise over half of the study area (56%)



Employment

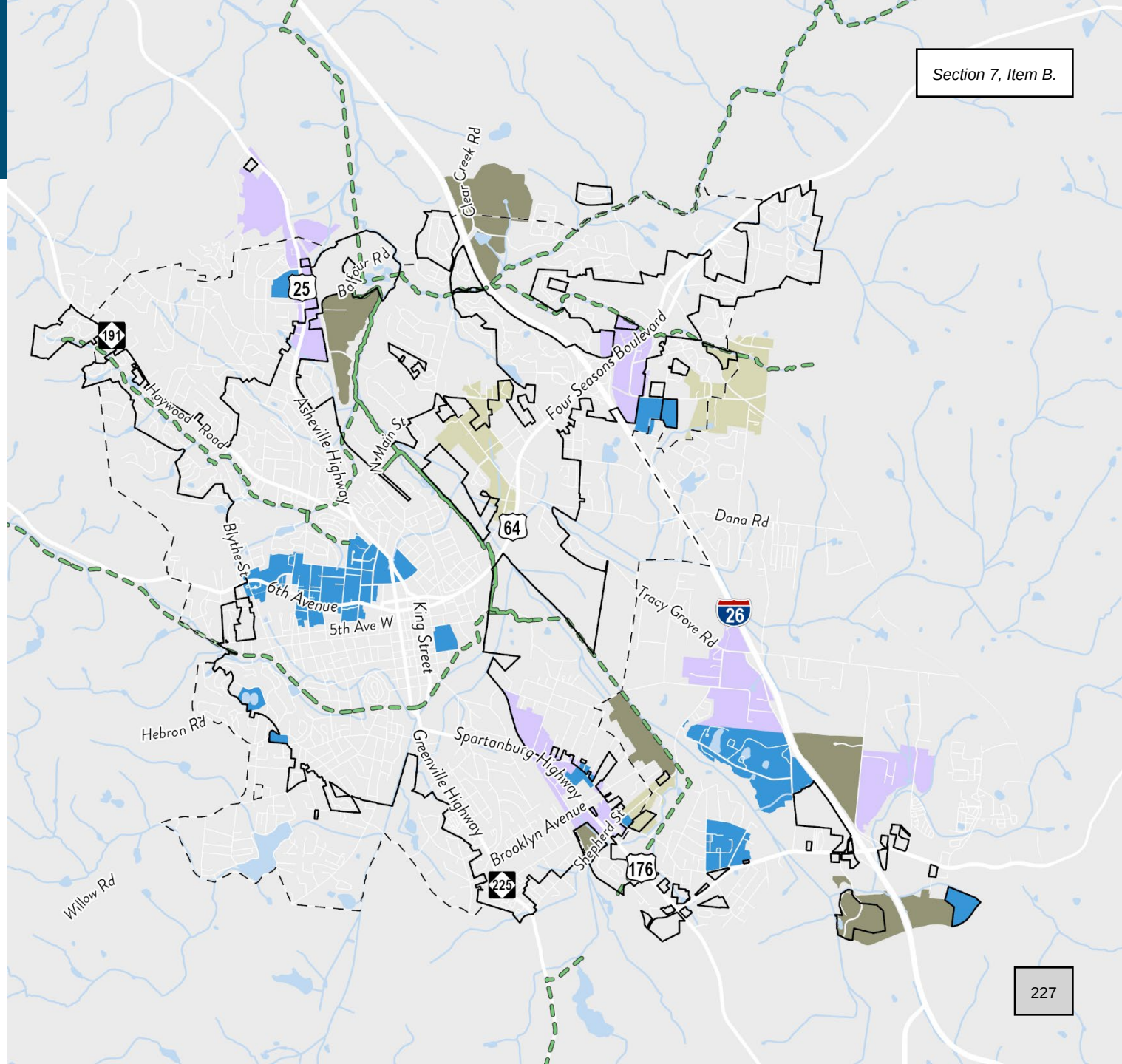
Mixed-Use Employment

Institutional

Innovation

Production

Employment Character Areas account for 15% of the Study Area



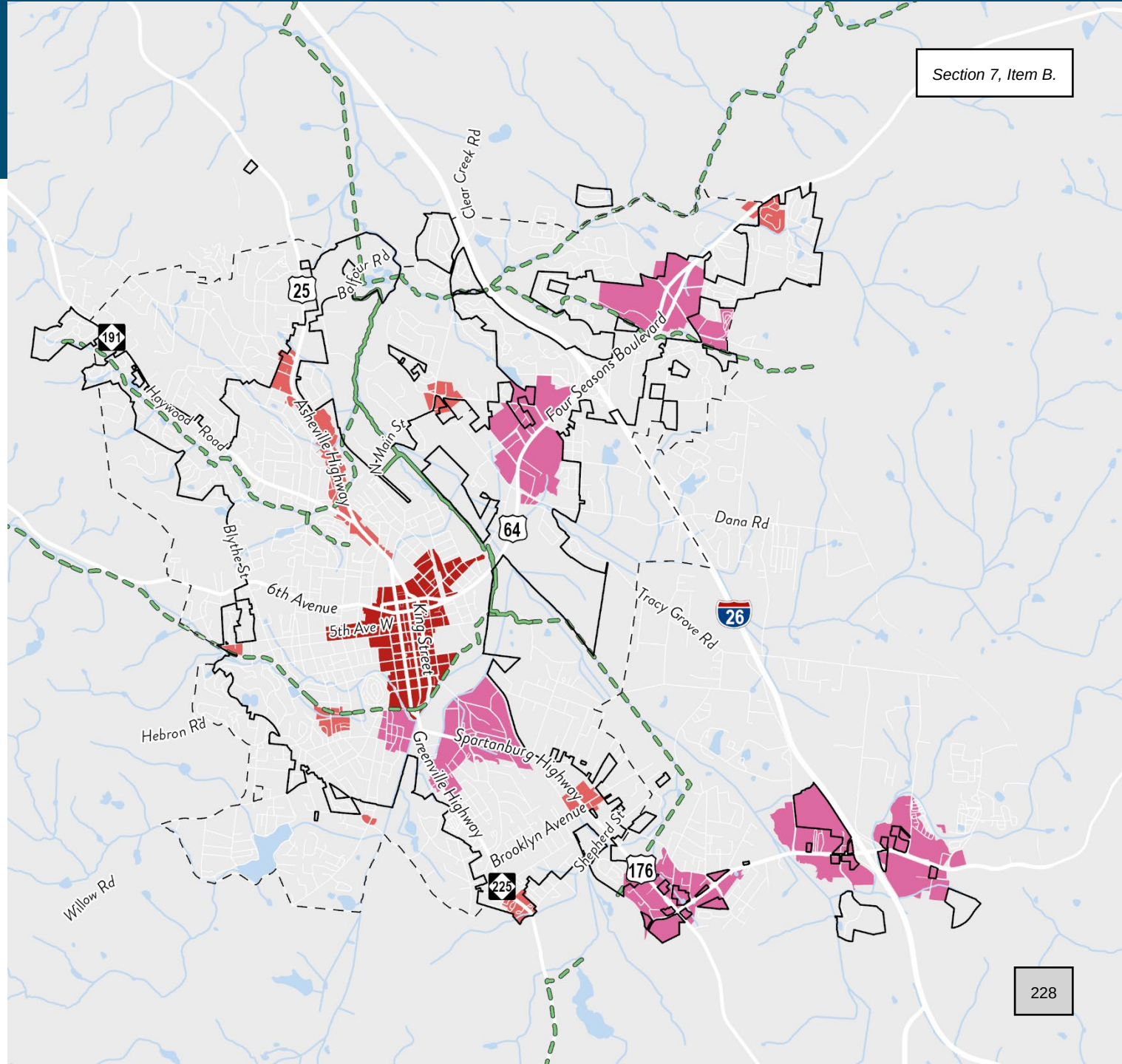
Activity

Downtown

Mixed-Use Commercial

Neighborhood Center

Activity Center Character Areas comprise 10% of the Study Area



Focus Areas

1. Western Ecusta Trail
2. Blue Ridge Mall
3. Spartanburg Highway
4. Downtown Edge
5. 7th Avenue

- 1 of 1,000 possibilities for how Character Areas may be realized over the next 20 years
- Nothing changes unless the property owner chooses to make the change

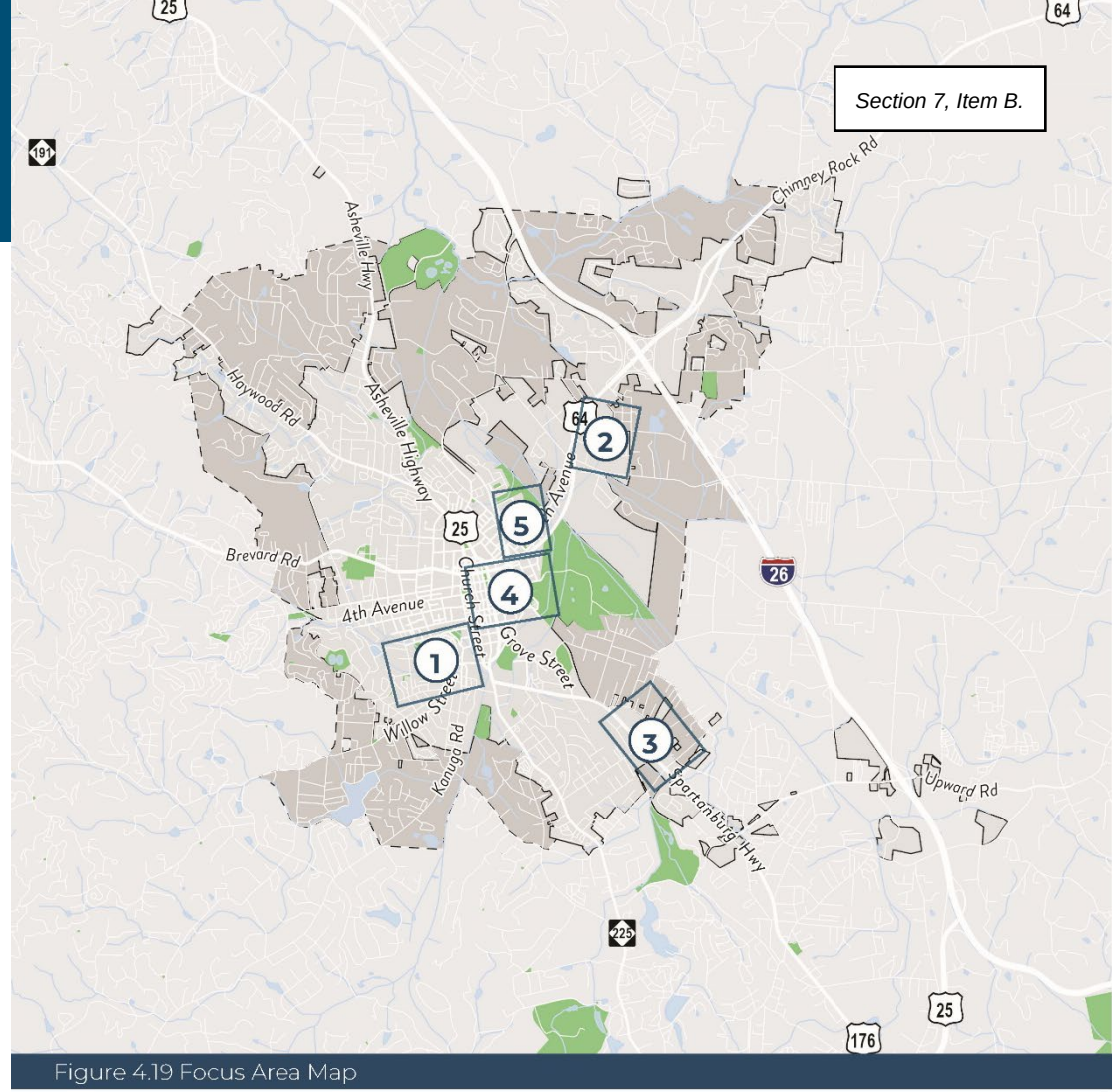


Figure 4.19 Focus Area Map

Source: City of Hendersonville, Henderson County, NCDOT

Western Ecusta Trail Focus Area



Downtown Master Plan

Character Districts

1. Lower Trailhead
2. Main Street
3. Downtown Edge
4. 7th Avenue

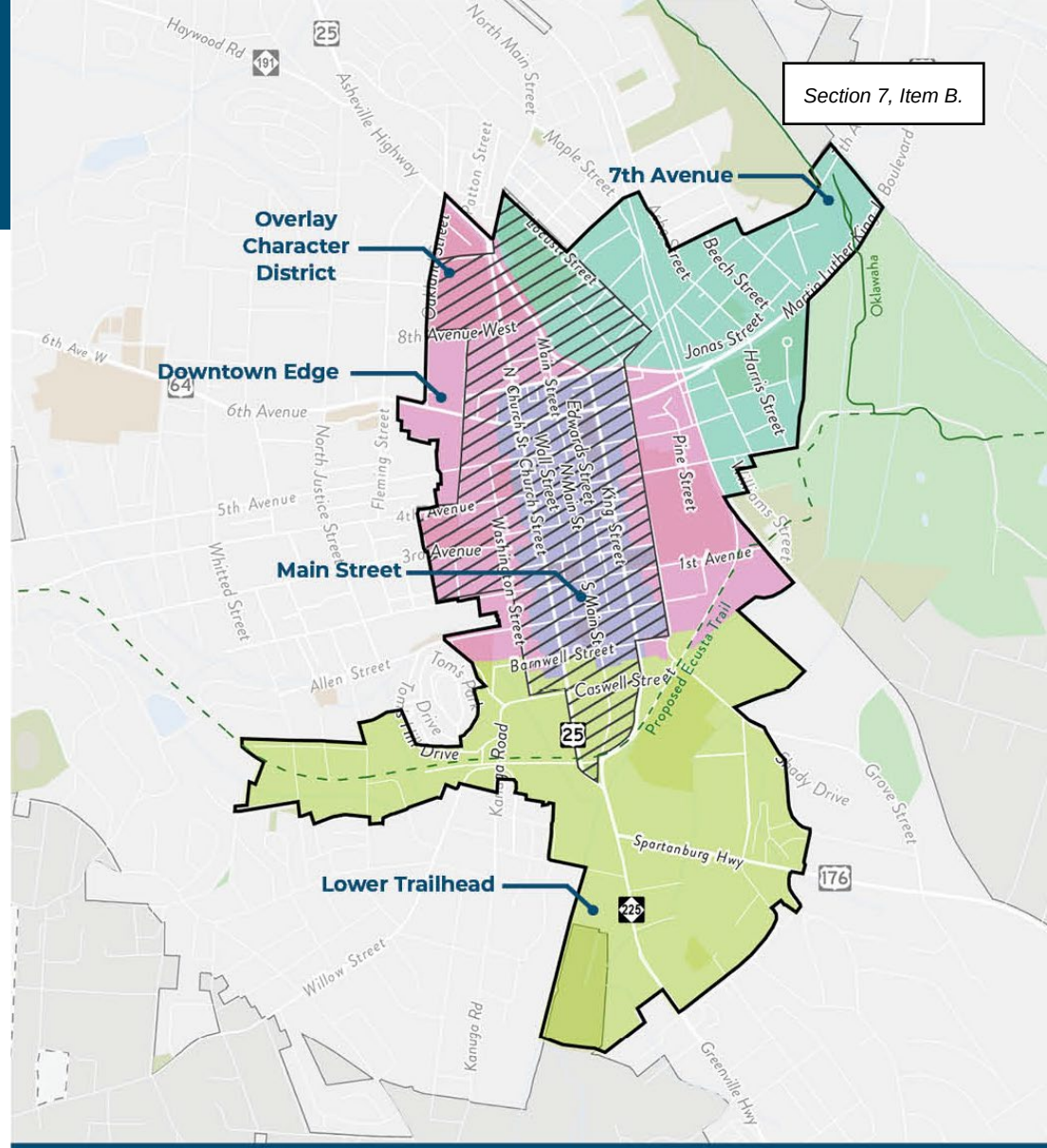
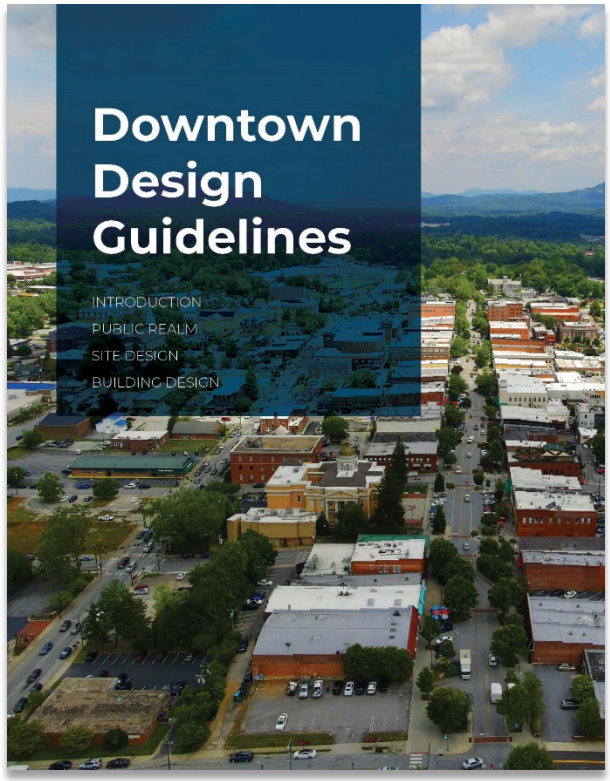


Figure 5.2 Character Districts Map

Downtown Design Guidelines



ORGANIZATION

The Guidelines are divided into three sections: Public Realm, Site Design, and Building Design.

Public Realm

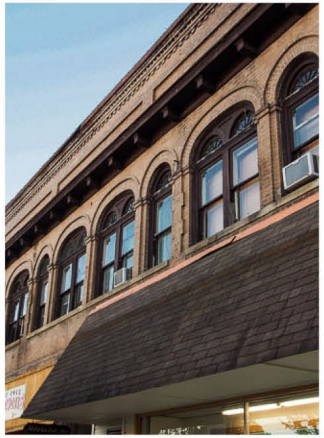
Public Realm guidelines address the shared downtown community spaces such as the public streets, sidewalks, parks and plazas. These Guidelines aim to create vibrant public realms that foster community interaction and engagement.

Site Design

Site Design guidelines address specific standards for future development as they relate to building placement, height, and massing. Additional standards related to open space, stormwater management, and parking are also discussed. These standards are important in ensuring future development complies with the area's character.

Building Design

Building Design guidelines speak to the architectural character of the downtown districts and provide recommendations on façade design as well as various building elements such as entry, windows, roofs, doorways, ground floors, and materiality. Special emphasis is placed on ground floor activation as it is vital within the downtown pedestrian-oriented districts.



Downtown building facade | Hendersonville, NC Visitors



Painted sidewalk on Maple Street



Hendersonville Main Street | City of Hendersonville

Implementing the Plan

Connect People to the Great Outdoors



Transform Gateways and Corridors





1. Implementation Strategy
2. Implementation Projects
3. Operational Policies



Short-Term Implementation Projects

HVL Gen H Comp Plan Implementation Portfolio – Short-Term Projects (Draft, 5/19/24)

The Hendersonville Gen H Comprehensive Plan includes a number of action steps to help the City of Hendersonville move quickly and effectively from planning to implementation to begin pursuing its shared community vision. The comprehensive plan lists 76 different implementation measures organized under the 10 plan goals. This is an extensive list that will take years to fully implement. As a result, below is a list of 34 of these projects to consider for short-term action. Together, these form a pool of projects from which to draw for initial implementation efforts, once the plan is adopted. In this way, the City of Hendersonville and its partners can work together in the years ahead to help manage the forces of change and advance the shared community vision. This is a living document and project details will evolve over time, so City of Hendersonville staff will need to update this list periodically to reflect the latest information about each project.

KEY FOR "ESTIMATED COST LEVEL" COLUMN

This column suggests who should be authorized to initiate funding to move forward in a timely and effective manner, based on plan ap

$ = Able to be implemented using discretionary funding available

$$ = Able to be implemented using discretionary funding available

$$$ = Able to be implemented with a line item in the annual City b

$$$$ = Able to be implemented with a line item in City Capital Imp

$$$$$ = Able to be implemented with third-party funding, e.g. gra

KEY FOR "PRIORITY LEVEL" COLUMN

This column suggests a prioritization for the short-term projects fo when deciding which projects to initiate.

S-1 = Consider initiating these projects first.

S-2 = Consider initiating these projects second.

S-3 = Consider initiating these projects third.

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST LEVEL	POTENTIAL FUNDING SOURCES	NE
	1. Vibrant Neighborhoods					
1.01	**Establish neighborhood matching grant program for self-directed improvements (S-3)**	Invite neighborhood organizations and community groups to submit grant proposals to the City to make improvements that they propose such as gateway signage, artwork, local history installations, and improvements to pocket parks.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$	General Fund	• Add to Dept. w • Research exan • Develop and fi and procedure • Include funding • Run program p

1 DRAF

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	• NEXT STEPS
1.02	**Better connect neighborhoods to green space amenities by making public investments and adding code standards in new UDO (S-2)**	Strengthen the linkages between residential areas and parks through public improvements such as sidewalks and trails, and development requirements requiring these connections.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$$	General Fund; MPO grants; state and federal grants	• Add to Dept. work plans • Identify and prioritize infrastructure projects • Write grant proposals as needed • Include code updates in larger UDO update
1.03	**Update minimum housing code to reinvent code enforcement to improve dilapidated properties in equitable manner (S-1)**	Revise code requirements to catalyze action to address unsafe conditions and poor maintenance on properties in a way that assists residents with limited resources or fixed incomes.	Community Development Dept.	$$$	General Fund	• Add to Dept. work plan • Research examples • Identify preferred program features • Implement updated program
	2. Abundant Housing Choices					
2.01	**Utilize existing Mixed Use Zoning Districts to introduce multi-family housing in commercial corridors and redevelopment areas (S-1)**	Support the production of multi-family housing units in commercial corridors and redevelopment areas through the City's existing mixed use zoning districts.	Community Development Dept.	Staff time	NA	• Develop public information about current entitlement opportunity • Share information with economic development partners, development community, business community, and property owners
2.02	**Implement top projects from Affordable Housing Strategic Plan**	Support the production of more affordable housing by implementing the top projects in the City's new Affordable Housing Strategic Plan. Strategies might include creating a Housing Trust Fund, working with institutional partners to catalyze affordable housing development, using development standards to promote affordable housing production (e.g. expand housing types, incentivize affordable housing, update conditional zoning standards),	Community Development Dept.	$$$$	General Fund; possible City Bond Referendum; HOME AND CDBG funds; Low-Income Housing Tax Credit	• Select priority implementation projects from Affordable Housing Strategic Plan • Scope projects; add to Dept. work plan • Secure necessary funding • Organize and initiate projects • Manage project portfolio

2 DRAFT, 5/19/24

Next Steps

7/11-7/31

Draft Gen H Plan Revisions

8/1

City Council Adoption

Draft Gen H Plan is available online and in print at City facilities



Resolution #___-____

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE "GEN H 2045 COMPREHENSIVE PLAN"

WHEREAS, North Carolina General Statues 160D-501 provides that a local government shall adopt and reasonably maintain a comprehensive plan or land-use plan as a condition of adopting and applying zoning regulations; and

WHEREAS, a comprehensive plan sets forth goals, policies and programs intended to guide the present and future physical, social and economic development of the municipality; and

WHEREAS, the City of Hendersonville engaged in a robust community engagement process over the course of the planning process commencing in June of 2023; and

WHEREAS, the City of Hendersonville staff, elected officials, and community advisory committee were closely engaged in the development of the final plan; and

WHEREAS, Planning Board held public comment and deliberated on the Gen H Comprehensive Plan at its special-called meeting on June 24, 2024, voting 7-0 to recommend approval of the Gen H 2045 Comprehensive Plan; and

WHEREAS, City Council conducted a duly advertised public hearing and deliberated on the Gen H Comprehensive Plan on July 10, 2024,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville, North Carolina that pursuant to Pursuant to North Carolina General Statute 160D-501, the City of Hendersonville hereby adopts the Gen H 2045 Comprehensive Plan.

Adopted this 1st day of August 2024.

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____
Jill Murray, City Clerk

Approved as to form:

_____
Angela S. Beeker, City Attorney

HVL Gen H Comp Plan Implementation Portfolio – Short-Term Projects (Draft, 6/3/24)

The Hendersonville Gen H Comprehensive Plan includes a number of action steps to help the City of Hendersonville move quickly and effectively from planning to implementation to begin pursuing its shared community vision. The comprehensive plan lists 76 different implementation measures organized under the 10 plan goals. This is an extensive list that will take years to fully implement. As a result, below is a list of 34 of these projects to consider for short-term action. Together, these form a pool of projects from which to draw for initial implementation efforts, once the plan is adopted. In this way, the City of Hendersonville and its partners can work together in the years ahead to help manage the forces of change and advance the shared community vision. This is a living document and project details will evolve over time, so City of Hendersonville staff will need to update this list periodically to reflect the latest information about each project.

KEY FOR "ESTIMATED COST LEVEL" COLUMN

This column suggests who should be authorized to initiate funding for each project in order to move forward in a timely and effective manner, based on plan approved by Town Council.

$ = Able to be implemented using discretionary funding available to Department Head

$$ = Able to be implemented using discretionary funding available to City Manager

$$$ = Able to be implemented with a line item in the annual City budget

$$$$ = Able to be implemented with a line item in City Capital Improvements Program

$$$$$ = Able to be implemented with third-party funding, e.g. grants or partner resources

KEY FOR "PRIORITY LEVEL"

This designation after each project name suggests a prioritization for the short-term projects for the City to consider when deciding which projects to initiate.

S-1 = Consider initiating these projects first.

S-2 = Consider initiating these projects second.

S-3 = Consider initiating these projects third.

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST LEVEL	POTENTIAL FUNDING SOURCES	NEXT STEPS
	1. Vibrant Neighborhoods					
1.01	**Establish neighborhood matching grant program for self-directed improvements (S-3)**	Invite neighborhood organizations and community groups to submit grant proposals to the City to make improvements that they propose such as gateway signage, artwork, local history installations, and improvements to pocket parks.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$	General Fund	• Add to Dept. work plans • Research examples • Develop and finalize program structure and procedures • Include funding in annual budget • Run program pilot to test approach

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	• NEXT STEPS
1.02	**Better connect neighborhoods to green space amenities by making public investments and adding code standards in new UDO (S-2)**	Strengthen the linkages between residential areas and parks through public improvements such as sidewalks and trails, and development requirements requiring these connections.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$$	General Fund; MPO grants; state and federal grants	• Add to Dept. work plans • Identify and prioritize infrastructure projects • Write grant proposals as needed • Include code updates in larger UDO update
1.03	**Update minimum housing code to reinvent code enforcement to improve dilapidated properties in equitable manner (S-1)**	Revise code requirements to catalyze action to address unsafe conditions and poor maintenance on properties in a way that assists residents with limited resources or fixed incomes.	Community Development Dept.	$$$	General Fund	• Add to Dept. work plan • Research examples • Identify preferred program features • Implement updated program
	2. Abundant Housing Choices					
2.01	**Utilize existing Mixed Use Zoning Districts to introduce multi-family housing in commercial corridors and redevelopment areas (S-1)**	Support the production of multi-family housing units in commercial corridors and redevelopment areas through the City's existing mixed use zoning districts to support implementation of the Future Land Use and Conservation Map.	Community Development Dept.	Staff time	NA	• Develop public information about current entitlement opportunity • Share information with economic development partners, development community, business community, and property owners

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
2.02	**Implement top projects from Affordable Housing Strategic Plan (S-2)**	Support the production of more affordable housing by implementing the top projects in the City's new Affordable Housing Strategic Plan. Strategies might include creating a Housing Trust Fund, working with institutional partners to catalyze affordable housing development, using development standards to promote affordable housing production (e.g. expand housing types, incentivize affordable housing, update conditional zoning standards), working with selected neighborhoods (e.g. Green Meadows) to develop a community land trust to protect and develop affordable housing, studying publicly owned land for use for affordable housing, and assisting property owners as micro developers.	Community Development Dept.	$$$$	General Fund; possible City Bond Referendum; HOME AND CDBG funds; Low-Income Housing Tax Credit; partner resources	• Select priority implementation projects from Affordable Housing Strategic Plan • Scope projects; add to Dept. work plan • Secure necessary funding • Organize and initiate projects • Manage project portfolio
2.03	**Explore code provisions in new UDO to diversify housing stock to promote lifecycle housing and more neighborhood age diversity (S-2)**	Support the development of neighborhoods with housing for all ages by allowing a broader range of housing types and other development standards in a manner consistent with community character.	Community Development Dept.	Staff time	NA	• Include in larger UDO update
2.04	**Develop City Land Bank to clear dilapidated properties and promote redevelopment (S-3)**	Create an organization to acquire, stabilize, improve, and resell unsafe and abandoned properties to put them back into productive use.	Community Development Dept.; Administration Dept.	$$$	General Fund (start-up funding)	• Add to Dept. work plans • Research examples • Identify preferred organizational structure • Develop sustainable funding

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
	3. Healthy and Accessible Natural Environment					
3.01	**Update green space protection standards as part of new UDO to promote access and prioritize type and quality of green space protected with new development (S-2)**	Develop green space standards for new development that clarify the preferred type and characteristics of land to be protected, and that promote local access to this resource.	Community Development Dept.; Public Works Dept.	Staff time	NA	• Include in larger UDO update
3.03	**Integrate Natural Resources requirements in zoning ordinance with floodplain requirements as part of new UDO (S-1)**	Combine the development standards for natural resources and floodplain protection as part of drafting a new Unified Development Ordinance.	Community Development Dept.; Stormwater Dept.	Staff time	NA	• Include in larger UDO update
3.05	**Implement top priorities of Parks & Green Space Master Plan (S-3)**	Improve the local park system by pursuing the top implementation projects called for in the new Parks & Green Space Master Plan.	Public Works Dept.	$$$$	General Fund; state and federal grants	• Include in Dept. work plan • Draft and issue RFQ/RFP for project designs and construction management • Select project consultant • Finalize scope and contract • Oversee consultant designs • Put projects out to bid
3.06	**Develop urban forestry plan for maintaining and expanding tree canopy (S-2)**	Work systematically to protect and expand the tree canopy in the City by drafting and implementing an urban forestry plan.	Public Works Dept.	$$$	General Fund	• Add to Dept. work plan • Select internal project manager • Draft and issue RFQ/RFP • Select project consultant • Finalize scope and contract

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
	4. Authentic Community Character					
4.01	**Create Unified Development Ordinance (UDO) to improve clarity and quality of development standards (S-1)**	Provide a single, integrated set of development standards that is consistent with the new Gen H Comprehensive Plan by drafting a Unified Development Ordinance.	Community Development Dept.	$$$	General Fund	• Add to Dept. work plan • Select internal project manager • Draft and issue RFQ/RFP • Select project consultant • Finalize scope and contract
4.02	**Codify Downtown Design Guidelines with UDO updates (S-2)**	Translate the Downtown Design Guidelines into enforceable standards for new development and redevelopment by integrating them into the new UDO.	Community Development Dept.	Staff time	NA	• Include in larger UDO update
4.03	**Study entry corridors and other areas as needed for development of appropriate Design Guidelines in new UDO (S-2)**	Improve the appearance and function of entry corridors and other areas by exploring the development of design guidelines for these areas for inclusion in the UDO.	Community Development Dept.	Staff time	NA	• Include in larger UDO update
4.04	**Update development standards in new UDO to catalyze aging commercial redevelopment; consider developing form-based code standards for activity centers (S-2)**	Increase the vitality and utilization of aging commercial areas by preparing updated development standards that promote walkable mixed-use environments. Consider using form-based code standards for these and other activity centers.	Community Development Dept.	Staff time	NA	• Include in larger UDO update

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
4.08	**Establish vacant property program as component of revised Commercial Building Maintenance Code and/or Minimum Housing Code (S-1)**	Improve the maintenance of vacant buildings and catalyze their redevelopment through the creation of a vacant property program.	Community Development Dept.	Staff time	NA	• Include in Dept. work plan • Research examples • Develop proposed program structure and procedures • Solicit input from property owners and community stakeholders • Finalize program structure, procedures • Launch program with property owner outreach
	5. Safe Streets and Trails					
5.01	**Implement low-cost projects from 2023 Walk Hendo Pedestrian Plan and begin design on other priority projects in the plan (S-2)**	Work to improve pedestrian safety and convenience by pursuing projects from the new Walk Hendo that the City can currently afford, and begin design on more expensive projects in the plan to use in securing additional funding.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$$	General Fund; MPO grants; state and federal grants; local transportation bond	• Include in Dept. work plans • Draft and issue RFQ/RFP for project design and construction management • Select project consultant • Finalize scope and contract • Oversee consultant design • Put projects out to bid
5.02	**Seek NCDOT grant to fund targeted updates to HVL Bike Plan (S-3)**	New trail projects and other initiatives such as the Ecusta Trail necessitate an update to the 2017 Hendersonville Bike Plan to reflect a changing bike network. As a result, request grant monies from the N.C. Department of Transportation to fund this work.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$	General Fund; NCDOT Grant	• Add to Dept. work plans • Select internal project manager • Write NCDOT grant proposal • Draft and issue RFQ/RFP • Select project consultant • Finalize scope and contract
5.05	**Develop gateway corridor streetscape plans (S-3)**	Improve the appearance and functionality by preparing streetscape plans for the City's gateway corridors.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$	General Fund	• Add to Dept. work plans • Select internal project manager • Draft and issue RFQ/RFP • Select project consultant • Finalize scope and contract

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
5.06	**Promote trail-oriented development, guidelines, and standards in new UDO (S-2)**	Adopt code provisions to support appropriate development along local trails to serve users and leverage this public investment.	Community Development Dept.; Engineering Dept.; Public Works Dept.	Staff time	NA	• Include in larger UDO update
5.07	**Continue to develop team approach to coordinate floodplain management, stream restoration, trails, and on-street bicycle and pedestrian facilities. (S-1)**	Integrate work to improve the pedestrian and bicycle network with floodplain management and restoration of riparian corridors to harmonize these activities and maximize their effectiveness. Utilize utility improvements and road resurfacing projects to assist with this work.	Community Development Dept.; Stormwater Dept.; Engineering Dept.; Public Works Dept.	Staff time	NA	• Compare existing and planned projects • Identify opportunities for coordination and integration
5.08	**Continue to utilize local and NCDOT resurfacing projects as an opportunity to improve mobility for all users (S-1)**	Use resurfacing projects as an opportunity to reconfigure and restripe road rights of way to include safe bicycle and pedestrian facilities.	Community Development Dept.; Engineering Dept.; Public Works Dept.	Staff time	General Fund	• Use Walk Hendo Plan, Bike Plan, and Transportation Plan to identify opportunities for restriping network to serve all modes • Coordinate internally and with NCDOT • Hire engineering design consultant if needed
5.09	**Develop City street cross sections that support pedestrian friendly design and traffic calming (i.e. street trees, narrow lanes, chicanes, etc.) (S-1)**	Create standard City street cross sections for construction by the City and by developers that make streets safer for all modes of travel.	Community Development Dept.; Engineering Dept.; Public Works Dept.	$$$	NA	• Add to Dept. work plans • Select internal project manager • Draft and issue RFQ/RFP • Select project consultant • Finalize scope and contract • Conduct project and add new cross sections to engineering design manual

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
	6. Reliable and Accessible Utility Services					
6.01	**Align utility and infrastructure policy/plans with land use plans and with local and state partners (S-1)**	Coordinate land use, utility, and infrastructure planning and policies with partner agencies to advance community goals.	Community Development Dept.; Administration Dept.; Public Works Dept.; Water & Sewer Dept.	Staff time	NA	• Review land use plans and utility and infrastructure plans and policies • Engage local and state partners to coordinate • Explore policy updates, Memoranda of Understanding, Interlocal Agreements, and other tools as appropriate
6.04	**HVL Team: Add water, wastewater, and stormwater projects (S-2)**	Fund priority utility and infrastructure projects to provide water, wastewater, and stormwater management services.	Water & Sewer Dept.; Stormwater Dept.	$$$$	Water & Sewer Capital Fund; Stormwater Fund	• Include in Dept. work plans • Draft and issue RFQ/RFP for project design and construction management • Select project consultant • Finalize scope and contract • Oversee consultant design • Put projects out to bid
	7. Satisfying Work Opportunities					
7.01	**Continue to engage business community in business improvement and policy decisions (S-2)**	Continue to hold regular meetings and other activities with members of the local business community to actively involve them in improving local business conditions and related policy questions.	Downtown Hendersonville; Administration Dept.; Community Development Dept.	Staff time	NA	• Continue to actively engage local business owners • Coordinate with Hendersonville Chamber, Henderson County Economic Development Partnership, and other partners
7.05	**Use Downtown Opportunities Fund as test case for possible expansion outside downtown (S-2)**	Leverage experience with the Downtown Opportunities Fund to potentially assist businesses throughout the community.	Downtown Hendersonville; Administration Dept.; Community Development Dept.	$$$	General Fund	• Work with business owners and other stakeholders to identify business needs outside downtown • Identify components of Downtown Opportunities Fund that are transferable • Develop program structure and procedures • Secure funding • Run pilot program to test approach

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
	8. Welcoming and Inclusive Community					
8.04	**Encourage development of entrepreneur assistance program (S-3)**	Work to catalyze and support local businesses by assisting in the creation of small-business development initiative.	Downtown Hendersonville; Administration Dept.; Community Development Dept.	Staff time	NA	• Engage partners in identifying entrepreneur assistance needs • Collaborate to develop program structure
8.06	**Complete ADA transition plan (S-1)**	Finish the strategy for improving accessibility in the community.	Public Works Dept.; Engineering Dept.	Staff time	NA	• Finalize plan • Include clear portfolio of implementation measures
8.10	**Develop Citizens Academy to build local leadership and civic participation (S-2)**	Establish a program to teach people about how government and other civic organizations work and build their leadership skills.	Administration Dept.; all depts.	Staff time	NA	• Select project manager • Research examples • Develop proposed structure and procedures • Solicit input from stakeholders • Finalize program structure, procedures • Launch program
	9. Accessible and Available Community Uses and Services					
9.01	**Continue to consider access and equity in development of service master plans (e.g. parks plan, Walk Hendo plan) (S-2)**	Work to make City systems more accessible and equitable by continuing to include these considerations in the development of service master plans.	Public Works Dept.; Engineering Dept.; Administration Dept.	Staff time	NA	• Continue to identify access and equity as key goals • Communicate these goals to dept. staff and plan consultants
9.02	**Continue to identify additional opportunities to consistently provide accessible meetings and public participation (S-2)**	Work to increase public engagement and involvement by finding additional ways to make public meetings and activities accessible.	Administration Dept.; Community Development Dept.	Staff time	NA	• Review public engagement methods and meeting procedures for opportunities to improve access and engagement • Test additional methods identified

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	• NEXT STEPS
9.05	**Continue to explore smart cities technologies to make selected improvements to service delivery (S-2)**	Develop tools and processes such as vendor demos and pitch and pilot events to evaluate the potential of new technologies to improve local services.	Administration Dept.	Staff time	NA	• Select project manager • Add to Dept. work plan • Identify services that could potentially be improved by smart cities technologies • Solicit vendor solutions through pitch events • Arrange vendor demos and pilots to test promising technologies • Fund and scale up technologies that work
10. Resilient Community						
10.08	**Conduct analysis to ensure full alignment of adopted City plans (S-2)**	Help make sure all of the City's adopted plans are working together in a coordinated manner by analyzing their consistency.	Community Development Dept.; Administration Dept.; other depts. As appropriate	Staff time	NA	• Add to Dept. work plans • Research analysis methods such as Plan Integration Scorecard • Identify plans to analyze • Create working group of plan stewards • Select approach • Conduct analysis • Discuss findings • Revise plans as appropriate

Resolution #__ ____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL ACCEPTING THE SHORT-TERM IMPLEMENTATION PROJECTS LIST ASSOCIATED WITH GEN H COMPREHENSIVE PLAN

WHEREAS, the City of Hendersonville has adopted the Gen H Comprehensive Plan which includes an Implementation Plan (Chapter VI); and

WHEREAS, Chapter VI of the Gen H Comprehensive Plan recommends projects that will take place over the course of the life of the plan (10-15 years), the Short-Term Implementation Projects Table identifies just those projects that will be considered for implementation in the first 1-2 years after plan adoption; and

WHEREAS, these priority projects identified in the Short-Term Implementation Projects List were vetted by City Staff including City Management as well as the Community Advisory Committee; and

WHEREAS, the stand-alone nature of the Short-Term Implementation Projects Table allows the list to be updated and amended as necessary without requiring a full-scale amendment to the Gen H Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City hereby accepts the Short-Term Implementation Projects List as a standalone document; and
2. Modifications and amendments to the Short-Term Implementation Projects List will be reviewed by the Planning Board.
3. The City Manager is authorized to modify and amend the Short-Term Implementation Projects List as needed in conjunction with the Gen H Comprehensive Plan;

Adopted by the City Council of the City of Hendersonville, North Carolina on this ___day of _____ 2024.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____

Jill Murray, City Clerk

Approved as to form:

_____

Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 07/10/2024

AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Administration

TITLE OF ITEM: Discussion Regarding Valet Parking on Main Street – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that City Council direct staff to work with the Downtown Advisory Committee to investigate the creation of a valet parking policy for Main Street.

SUMMARY:

The Main Event has requested that the City consider allowing valet parking on Main Street. Prior to the development of a policy, City staff is requesting direction from City Council.

BUDGET IMPACT: $ NA

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

None

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Jill Murray, City Clerk **MEETING DATE:** 07/10/2024

AGENDA SECTION: BOARDS/COMMITTEES **DEPARTMENT:** Administration

TITLE OF ITEM: Appointment of City Council member to serve on the LGCCA

SUGGESTED MOTION(S):

I move that City Council appoint _____ to serve on the LGCCA.

SUMMARY:

Former Council Member Debbie O'Neal-Roundtree served as representative of the City of Hendersonville on the Local Government Committee for Cooperative Action (LGCCA) and since she is no longer on City Council, we need someone to take her place. The committee meets on the 3rd Tuesday of January, April, July & October at 3:00p.m. at the Henderson County Commissioners' Meeting Room. Mayor Volk is also on this committee.

BUDGET IMPACT: NONE

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

CITY COUNCIL:
BARBARA G. VOLK
Mayor
LYNDSEY SIMPSON
Mayor Pro Tem
DR. JENNIFER HENSLEY
JEFF MILLER
MELINDA P. LOWRANCE

CITY OF HENDERSONVILLE

The City of Four Seasons

JOHN F. CONNET
City Manager
ANGELA S. BEEKER
City Attorney
JILL MURRAY
City Clerk

To: Honorable Mayor and Members of the City Council
From: Jill Murray, City Clerk
Subject: Board and Committee Vacancies for Consideration of Appointment on July 10, 2024
Date: June 27,2024

Honorable Mayor and Members of City Council:

At your June 6th meeting appointments were made to the Animal Services Advisory Board. However, after reviewing the appointments made, the reappointments should have been given a renewal of three years and the newest members should have been given staggered years. Therefore, we need to make new appointments as follows:

A. Animal Services Advisory Committee

- Catherine Weibel - three-year term ending in June, 2027. (Reappointment)
- Robin Grainger - three-year term ending in June, 2027. (Reappointment)
- Dalleen Jackson-McClaskey - three-year term ending in June, 2027.
- Holly Newton - three-year term ending in June, 2027.
- Beth Scarborough - two-year term ending in June, 2026.
- Patricia Shepherd - one-year term ending in June, 2025.

B. Business Advisory Committee

We have three vacancies on this board and two of the three wish to be reappointed and are in good standing. Brittany Brady has resigned and suggested Jamie Justus to take her place on the Partnership for Economic Alliance which is a required appointment. Once appointed, they will each serve a three-year term. **Technically Cam Boyd can be replaced by one of the other two applicants but he has reapplied to be on the board.

We were waiting for confirmation letters from the Chamber of Commerce and the Partnership for Economic Development and have now received them. (See attached)

We received 5 applications as follows:

1. Chris Cormier Appointed by Chamber of Commerce – Reapplying for a full term
   Owns Carolina Specialties Construction
2. Cam Boyd – Appointed by City Council - Reapplying for a full term
   Owns Boyd Chevrolet
3. Jamie Justus – Appointed by Partnership for Economic Development (taking over for Brittany Brady)
4. Sara Whitley – New Applicant

Owns Complete Peace PLLC; Ikigio

5. Tom Makowski – New Applicant
   Owns Eagle Bar & Grill; Blue Ridge Rentals; The Main Event & Western Carolina Steakhouse

C. Planning Board

The Planning Board has two city vacancies that need to be filled and we have two applications for those spots.

- Kyle Gilgis – If appointed, her term would expire in December, 2025
- Robert Johnson – If appointed, his term would expire in December, 2025.

**Of course, I will make you a motion agenda that spells all of this out.

June 28, 2024

Ms. Jill Murray, City Clerk
City of Hendersonville
160 Sixth Avenue, East
Hendersonville, NC 28792

Dear Ms. Murray:

The Henderson County Chamber of Commerce recommends the re-appointment of Chris Cormier to the City of Hendersonville Business Advisory Committee. Mr. Cormier's experience as a General Contractor gives him unique knowledge and expertise that benefit the Committee as they discuss the impact of the issues brought to the group.

Mr. Cormier also serves as a Henderson County Chamber of Commerce Board member, relaying critical information and updates to the Board when necessary. His involvement with other segments of the community also allows more citizens to understand the important city issues brought before the Business Advisory Committee.

It is our pleasure to recommend Mr. Cormier for another term of service. Please contact me at The Chamber if you need further information.

Sincerely,

Bob Williford, President
Henderson County Chamber of Commerce

Henderson County Partnership for Economic Development
Board of Directors Meeting Minutes
A-American Electric
Wednesday, June 19, 2024 at 3:30pm

In Attendance: Chip Gould, Zach Cooper, Laura Leatherwood, Mark Russell, Beau Waddell, Dan Poeta, Barbara Volk, Clement Riddle, Kirs Wilson, Steve Dozier, Kelly Leonard, Vince Howell, Craig DeBrew, Kim Lance, Anderson Ellis, Nathan Kennedy, Will Buie

Staff: Brittany Brady, Jamie Justus, Emily Martin, and Sam Dunlap

Chair Mark Russell called the meeting to order at 3:31pm.

Reading of the Mission Statement
Chair Russell presented a reading of the mission statement.

Review & Approval of Minutes
Chair Russell presented the May 1, 2024 minutes. Director Waddell motioned to approve the minutes as written, seconded by Director Cooper, all approved.

Financials
Review of May 31, 2024 Financials
President Brady reviewed the most recent financials for The Partnership on both the expense and revenues side with no special comment. President Brady presented the proposed 2024-2025 budget from the Executive Committee with comment regarding line changes for Partnership events. The Executive Committee presented a motion to approve the 2024-2025 budget, and the motion passed unanimously.

Key Developments and Staff Reports
Key Developments
President Brady highlighted The Partnership's activity using the Salesforce dashboard, discussed trends, and shared the overall ongoings of the staff. President Brady also shared updates about economic development lead changes in new projects and existing industry growth.

Vice President, Jamie Justus, shared updates on the final business development activities of the fiscal year and shared the business development and product development plans for the coming fiscal year.

Director of Industry Relations, Emily Martin, shared updates on existing industry activities and workforce development programming. Emily also shared details of upcoming events.

Old Business
Chair Russell gave a short recap of 2024 Forum and Jennifer Pharr Davis' presentation and reminded the board of the coming 2024 annual event in October.

New Business
President Brady updated the board about the possibility of a funds transfer from EIF if needed at the end of the year. The Executive Committee concluded that unless there is a drastic change, no transfer will be needed.

Chair Russell updated the board that President Brady is stepping off the Hendersonville Business Advisory committee and the Executive Committee recommends that Jamie Justus take her place on the committee. Director DeBrew motioned to approve Jamie Justus representing The Partnership on the committee, Director Dozier seconded. All approved.

McGuire Wood & Bissette was presented as a new member at the Presidential level, motion to approve passed unanimously.

Chair Russell presented recognition of board service to Dan Poeta and President Brady presented recognition of board service to Mark Russell.

Committee Updates
EIF
Director Leonard shared that product development work continues with the leadership of Jamie Justus.

Leadership and Governance
Director Cooper shared that the committee will talk through changes in the coming election year.

Community Outreach
Director Ellis noted the excellent work of the community outreach this year.

Nominating
Chairman Russell shared that officers were voted on electronically with 14 total votes: Kim Killian (Avery Dennison), Nathan Kennedy (Truist), Beau Waddell (Reaben Oil), Clemment Riddle (Clearwater Environmental), Mark Russell (Southern Alarm); and for a two year term Kelly Leonard (First Citizens Bank). The nominating committee made the motion for the following slate of officers: Will Buie (Chair), John Bryant (Chair Elect), Anderson Ellis (Secretary/Treasurer). All approved

Board Member Comment
Director Buie commented that Kris Wilson will be considered in the coming year as a full board appointment and thanked him for his work. Chair Russell thanked the board and staff for a great year.

Adjourn
Director Waddell requested a motion to adjourn the meeting at 4:43pm, Director Buie seconded. Motion passed.

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Floyd **MEETING DATE:** 07/10/2024

AGENDA SECTION: City Manager Report **DEPARTMENT:** Administration

TITLE OF ITEM: June 2024 Contingency and Adjustment Report – *John Connet, City Manager*

SUGGESTED MOTION(S):

N/A – Presentation Only.

SUMMARY:
In accordance with North Carolina General Statute (NCGS) 159-13(b) it is required that all expenditures resulting from a contingency appropriation budget be reported to the governing board at its next regular meeting and recorded in the minutes.

NCGS 159-15 permits the Budget Officer (City Manager), to transfer budget from one appropriation to another within the same fund, provided any such transfers are reported to the Governing Board. The City of Hendersonville refers to transfers of budget from one appropriation to another within the same fund as a "budget adjustment". City Council authorizes budget adjustments each year with the adoption of the annual budget ordinance (SECTION 4).

This agenda item serves to fulfill the reporting requirements of both NCGS 159-13(b) and 159-15 by providing City Council a summary of all amendments and adjustments occurring thus far in the fiscal year.

BUDGET IMPACT: Detailed Above

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:
Contingency and Adjustment Report

FISCAL YEAR 2023 - 2024 (FY24)
BUDGET AMENDMENTS

Completed	Corrected
Proposed	Denied

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET	DESCRIPTION	APPROVED	TYPE	AMENDMENT NUMBER
060-7002-519200	Contracted Services	76,300	9,486	-	85,786	Janitorial Contract Increase	yes	adjustment	6/14/2024
060-7002-519103	Prof Services ENG	14,250	-	6,236	8,014	Janitorial Contract Increase	yes	adjustment	6/14/2024
060-7002-531225	Training	28,700	-	3,250	25,450	Janitorial Contract Increase	yes	adjustment	6/14/2024
020-2102-521001	Supplies and Materials	35,900	-	3,185	32,715	Janitorial Contract Increase	yes	adjustment	6/14/2024
020-2102-519200	Contracted Services	190,130	3,185	-	193,315	Janitorial Contract Increase	yes	adjustment	6/14/2024
010-1010-534000	Non-Capital Equipment	64,071	-	500	63,571	Fourth Square	yes	adjustment	6/14/2024
010-1010-519200	Contracted Services	343,379	500	-	343,879	Fourth Square	yes	adjustment	6/14/2024
060-0000-534999	Contingency	24,225	-	5,760	18,465	FY24 Unemployment Insurance	yes	adjustment	6/14/2024
060-7002-502092	Unemployment Insurance	-	5,760	-	5,760	FY24 Unemployment Insurance	yes	adjustment	6/14/2024
068-0000-537999	Contingency	10,000	-	5,331	4,669	FY25 Liability & Property	yes	adjustment	6/19/2024
068-7855-531700	Liab & Prop Ins & Bonds	34,690	5,331	-	40,021	FY25 Liability & Property	yes	adjustment	6/19/2024
020-0000-534999	Contingency	7,500	-	628	6,872	FY25 Liability & Property	yes	adjustment	6/19/2024
020-2102-531700	Liab & Prop Ins & Bonds	4,084	628	-	4,712	FY25 Liability & Property	yes	adjustment	6/19/2024
067-7555-524020	R&M Equipment	8,000	-	744	7,256	FY25 Liability & Property	yes	adjustment	6/19/2024
067-7555-531700	Liab & Prop Ins & Bonds	4,845	744	-	5,589	FY25 Liability & Property	yes	adjustment	6/19/2024
064-7455-531560	Credit Card Processing Fees	60,000	-	1,349	58,651	FY25 Liability & Property	yes	adjustment	6/19/2024
064-7455-531700	Liab & Prop Ins & Bonds	8,777	1,349	-	10,126	FY25 Liability & Property	yes	adjustment	6/19/2024
060-1002-539005	Health and Welfare	157,260	-	35,550	121,710	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7002-531700	Liab & Prop Ins & Bonds	72,808	11,188	-	83,996	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7032-531700	Liab & Prop Ins & Bonds	26,406	4,058	-	30,464	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7035-531700	Liab & Prop Ins & Bonds	34,285	5,268	-	39,553	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7050-531700	Liab & Prop Ins & Bonds	1,854	285	-	2,139	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7055-531700	Liab & Prop Ins & Bonds	31,682	4,868	-	36,550	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7132-531700	Liab & Prop Ins & Bonds	12,765	1,961	-	14,726	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7135-531700	Liab & Prop Ins & Bonds	35,947	5,524	-	41,471	FY25 Liability & Property	yes	adjustment	6/19/2024
060-7155-531700	Liab & Prop Ins & Bonds	15,605	2,398	-	18,003	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1002-539005	Health and Welfare	135,765	-	44,220	91,545	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1001-531700	Liab & Prop Ins & Bonds	10,058	1,546	-	11,604	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1002-531700	Liab & Prop Ins & Bonds	93,290	14,335	-	107,625	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1014-531700	Liab & Prop Ins & Bonds	1,759	270	-	2,029	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1200-531700	Liab & Prop Ins & Bonds	815	125	-	940	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1300-531700	Liab & Prop Ins & Bonds	51,217	7,870	-	59,087	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1400-531700	Liab & Prop Ins & Bonds	76,000	11,678	-	87,678	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1502-531700	Liab & Prop Ins & Bonds	9,291	1,428	-	10,719	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1521-531700	Liab & Prop Ins & Bonds	1,670	257	-	1,927	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1532-531700	Liab & Prop Ins & Bonds	4,161	639	-	4,800	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1525-531700	Liab & Prop Ins & Bonds	13,608	2,091	-	15,700	FY25 Liability & Property	yes	adjustment	6/19/2024

010-1535-531700	Liab & Prop Ins & Bonds	474	73	-	547	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1555-531700	Liab & Prop Ins & Bonds	21,073	3,238	-	24,311	FY25 Liability & Property	yes	adjustment	6/19/2024
010-1560-531700	Liab & Prop Ins & Bonds	4,356	669	-	5,025	FY25 Liability & Property	yes	adjustment	6/19/2024

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 07/10/2024

AGENDA SECTION: CITY MANAGER REPORT **DEPARTMENT:** Administration

TITLE OF ITEM: Surplus Item Report – *John Connet, City Manager*

SUGGESTED MOTION(S):

NA

SUMMARY:

Per City policy, the following items have been declared surplus and will be sold on GovDeals,

BUDGET IMPACT: $ TBD

Is this expenditure approved in the current fiscal year budget? EnterTextHere

If no, describe how it will be funded. EnterTextHere

ATTACHMENTS:

Surplus Items

Hendersonville Police Department

Memorandum

APPROVED
SEND TO City Mgr
FOR FINAL APPROVAL

To: Chief C.B. Myhand
From: Captain Kenneth Hipps
Date: June 26, 2024
Ref: Surplus Items Value

Follow up on Officer Cox's attached memo regarding surplus items:

1) Smart Industries Brand Pirates Toy Chest Toy Crane Model F03T31DC-000 Serial: T-63406

- The new value ranges between $1,997 and $2,495. However, this item is several years old and has electronic issues. Its current estimated value is approximately $700.

2) WRAP brand BolaWrap 100 Restraint System, 6 units. Serials: 19BW01146, 19BW01412, 19BW01188, 19BW01431, 19BW01405, 19BW01435 –

-These models are no longer in production. The Bolawrap150 has replaced this model and costs approximately $900. There is no secondary market data available for these models, but I would estimate their value to be around $100 each, making the total value for the lot approximately $600.

John Connet (Jun 28, 2024 15:18 EDT)

MEMO

Approved – 6/19/24

John Connet

TO: John Connet, City Manager

FROM: Jakob Olsen, IT Intern

DATE: 06/19/2024

RE: A Request for Declaration of Surplus Items

The following items are no longer in use by the city, and we are requesting that these items be declared surplus with the intent to sell them by internet auction:

1. (x6) Desktop: 2013 Dell Optiplex 9010 from Engineering. Approximate Value: $25 each.
2. (x2) Desktop: 2019 Dell Optiplex 3060 from Engineering. Approximate Value: $80 each.
3. (x2) Desktop: 2011 Dell Optiplex 790 from Engineering. Approximate Value: $15 each.
4. (x1) Desktop: 2012 Dell Optiplex 990 from Engineering. Approximate Value: $20
5. (x1) Desktop: 2019 Dell Precision 3620 from Engineering. Approximate Value: $100
6. (x1) Desktop: 2018 Dell Precision 3420 from Engineering. Approximate Value: $60
7. (x1) Desktop: 2012 HP Compaq 8100 Elite from Engineering. Approximate Value: $20

MEMO

Approved – John Connet

6/24/24

TO: John Connet, City Manager

FROM: Jakob Olsen, IT Intern

DATE: 06/20/2024

RE: A Request for Declaration of Surplus Items

The following items are no longer in use by the city, and we are requesting that these items be declared surplus with the intent to sell them by internet auction:

1. (x3) Network Switch: Cisco Catalyst 2960SF from IT. Approximate Value: $40 each.
2. (x2) Print Server: HP JetDirect 300x from IT. Approximate Value: $75 each.
3. (x2) Print Server: HP JetDirect 170x from IT. Approximate Value: $30 each.
4. (x1) Storage Server: Buffalo TeraStation XE8 from IT. Approximate Value: $120.
5. (x1) Distribution Amplifier: Extron DVI DA4 from IT. Approximate Value: $20.
6. (x1) DVR: Sony VRD-VC20 from IT. Approximate Value: $20.
7. (x1) Docking Station: Dell E-Port Plus II from IT. Approximate Value: $10.
8. (x1) Laptop: 2012 HP Elitebook 8770w from Engineering. Approximate Value: $100.
9. (x1) Laptop: 2011 Gateway M675 from Engineering. Approximate Value: $50.
10. (x1) 2013 Toshiba Satellite C55 from Engineering. Approximate Value: $30.
11. (x1) 2020 Acer Aspire 5 N19C3 from Engineering (Damaged). Approximate Value: $30.
12. (x1) 2015 Acer Aspire V15 from Engineering (Damaged). Approximate Value: $20.
13. (x1) 2017 Microsoft Surface Laptop from PD. Approximate Value: $100.
14. (x1) Samsung Galaxy S4 from IT. Approximate Value: $20.
15. (x1) Microsoft Surface Arc Mouse from PD. Approximate Value: $35.
16. (x1) Microsoft Surface Charger from PD. Approximate Value: $25.

MEMO

Approved to Surplus

John Connet, City Manager

6/20/2024

TO: John Connet, City Manager

FROM: Jakob Olsen, IT Intern

DATE: 06/20/2024

RE: A Request for Declaration of Surplus Items

The following items are no longer in use by the city, and we are requesting that these items be declared surplus with the intent to sell them by internet auction:

1. (x2) Desktop: 2013 Dell Optiplex 9010 from Engineering. Approximate Value: $25 each.
2. (x4) Laptop: 2009 HP Mini 311 from Engineering. Approximate Value: $25 each.
3. (x1) Laptop Charger: HP Mini 311 Charger from Engineering. Approximate Value: $15.
4. (x1) Laptop Bag: HP Mini 311 Bag from Engineering. Approximate Value: $20

MEMO

Approved 7/8/2024

John F. Connet, City Manager

TO: John Connet, City Manager

FROM: Jakob Olsen, IT Intern

DATE: 07/05/2024

RE: A Request for Declaration of Surplus Items

The following items are no longer in use by the city, and we are requesting that these items be declared surplus with the intent to sell them by internet auction:

1. (x4) Laptop: 2014 Dell Latitude E5540 from PD. Approximate Value: $70 each.
2. (x3) Desktop: 2012 Dell Optiplex 9010 from IT. Approximate Value: $30 each.
3. (x1) Laptop: 2014 Dell Latitude E5540 from PD (No battery). Approximate Value: $40
4. (x1) Desktop: 2013 Dell Optiplex 9010 from IT. Approximate Value: $25
5. (x1) Desktop: 2012 Dell Precision T7600 from IT. Approximate Value: $60
6. (x1) Desktop: 2012 Dell Precision T5600 from IT. Approximate Value: $40
7. (x1) Laptop: 2009 Dell Latitude E6410 from IT. Approximate Value: $25
8. (x1) Laptop: 2000 Compaq 2920A from IT. Approximate Value: $50
9. (x8) Phone: Samsung Galaxy S7 from IT. Approximate Value: $30 each.
10. (x4) Phone: Samsung Galaxy S7 from IT (Damaged). Approximate Value: $15 each.
11. (x1) Phone: Samsung Galaxy S9 from IT. Approximate Value: $50
12. (x1) Phone: Samsung Galaxy S8 from IT. Approximate Value: $35
13. (x1) Phone: Samsung Galaxy S4 Mini from IT. Approximate Value: $30
14. (x10) Phone: Motorola Droid from IT. Approximate Value: $15 each.
15. (x2) Phone: Motorola Droid from IT (Damaged). Approximate Value: $5 each.
16. (x1) Phone: Motorola Droid RAZR from IT. Approximate Value: $25
17. (x1) Phone: Motorola Droid RAZR from IT. Approximate Value: $20
18. (x1) Phone: Motorola Z4 from IT. Approximate Value: $40
19. (x1) Phone: Motorola Z4 from IT (Damaged). Approximate Value: $20

20. (x1) Phone: Motorola One 5G from IT. Approximate Value: $70
21. (x1) Phone: HTC Droid from IT. Approximate Value: $15
22. (x1) Phone: Apple iPhone 5c from IT. Approximate Value: $20
23. (x1) Phone: Apple iPhone 6S Plus from IT (Damaged). Approximate Value: $10
24. (x1) Phone: LG G5 from IT. Approximate Value: $30
25. (x1) Phone: LG Terra from IT. Approximate Value: $10
26. (x6) Phone: Casio G'zOne from IT. Approximate Value: $12 each.
27. (x8) Phone Case: Otterbox Galaxy S7 Defender from IT. Approximate Value: $5 each.
28. (x1) Phone Case: Otterbox Galaxy S8 Defender from IT. Approximate Value: $7
29. (x1) Phone Case: Otterbox Galaxy S9 Defender from IT. Approximate Value: $10
30. (x1) Phone Case: Otterbox One 5G Defender from IT. Approximate Value: $10
31. (x1) Phone Case: Speck iPhone 6S CandyShell from IT. Approximate Value: $5
32. (x3) Network Switch: Cisco Catalyst 2960SF from IT. Approximate Value: $40 each.
33. (x1) Ethernet Power Supply: 3Com PD-PH-6024 from IT. Approximate Value: $40
34. (x1) Box of Phone Cases: Miscellaneous Used Phone Cases from IT. Approximate Value: $0.

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 07/10/2024

AGENDA SECTION: CLOSED SESSION **DEPARTMENT:** Administration

TITLE OF ITEM: Closed Session – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that City Council enter closed session pursuant to NCGS § 143-318.11 (a) (1) and (6) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee.

SUMMARY:

City staff is requesting a closed session to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee.

BUDGET IMPACT: $ TBD

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

None